

## Wakefield School Board

Goals Workshop  
May 14, 2019, 5 p.m.  
Paul School Library  
Minutes – Approved

**Present:** Chair Bob Ouellette, Vice Chair Tracey Kolb, Members Sandy Johnson and Jen McCawley; Superintendent Jerry Gregoire, Principal James Lampron, Vice Principal Jenn Kuehl, Business Administrator Marie D’Agostino, Administrative Assistant Larissa Mulkern, videographer Donna Martin, Clearview TV

**Call to Order:** Mr. Ouellette called the meeting to order at 5:05 p.m. followed by the pledge of allegiance.

Mr. Gregoire provided an agenda with framework for goals under the following categories: a. Facilities, b. Academics, c. Personnel, d., Community Engagement, e. Fiscal, f. Other

### A. Facilities

- Discussion: a facilities assessment feasibility study had been considered last year but was eliminated to reduce the budget. How can we get a baseline of where we are now? Parks & Recreation did a study with UNH. The board needs to know from Facilities Director what is needed right now, ahead of a feasibility study.
- Building systems, i.e., heating, electrical, are aging. We need an inventory of systems, their ages, numbers of classrooms and other rooms, and how they are being used. The board should tour the building. Clutter needs to be addressed; storage needs identified.
- **Draft Goals ~ Facilities**
  - i. Feasibility Study; lower costs, via UNH?
  - ii. Inventory of building systems, ages, classroom and other spaces and descriptions on usage
  - iii. Written Standards on how to keep the workplace
  - iv. Bathrooms: fix and/or update what’s broken
  - v. Review/update of Dress Code [Mr. Lampron & Ms. Kuehl require specific language to update the manuals]

### B. Academics

- Discussion: Mrs. Kolb shared info from NHSBA webinar: School Boards primary focus should be to increase student outcomes. There are funds in

the staff budget for curriculum assessment (\$25,000.) It was noted that Vice Principal Kuehl is 'heading in that direction' and we should use her abilities. Mr. Gregoire noted that no curricula is exempt from elimination or change -- if something is not working as well as expected, it can go. Curriculum needs to be reviewed at each grade level. Community members are urging board members to increase student test scores. Members would like to see more statistics and information about regular ed and gifted and talented statistics, i.e., there may be second graders reading at fourth grade level. Attendance was addressed. Benchmarks and Standards are not the same. The overarching goal is better test scores.

- **Draft Goals ~ Curriculum**

- i. Better Test Scores
- ii. Evaluate, Assess Curriculum – what's working, what's not
- iii. Improve Student Attendance

### C. Personnel

- **Discussion:** Mrs. Kolb said its been two years since she first attended a school board meeting and currently this is the best she has seen the SAU has run in two years. It has been spectacular to see what everyone here has done. As a board we worked through all kinds of challenges. Mr. Gregoire commended the office staff. Mr. Gregoire noted the dress (code) standards would fall under Personnel goals. Mrs. McCawley said the standards should be specific.

- **Draft Goals ~ Personnel**

- i. Job Descriptions
- ii. Align Evaluation Schedule
- iii. Teacher Recognition (at board meetings)

### D. Community Engagement

- **Discussion:** Parents need to feel they are being heard by the board; suggestion to provide parents an opportunity to sit with the board and tell us what they think. Mr. Lampron said a Core Values survey is being conducted and distributed copies to board members. The school also conducted a Culture and Climate Survey. The results will be tabulated. One challenge is that there is no Wakefield coverage in the local newspaper.

- **Draft Goals ~ Community Engagement**

- i. Engage community on a quarter basis, i.e., special Memorial Day event with veterans
- ii. Engage students in civic-minded activities, i.e., cleaning up cemeteries

iii. Distribute good news through press releases

**E. Fiscal**

- **Draft Goals ~ Fiscal**

- i. Work collaboratively on budget process

- ii. Address school lunch debt

- iii. Reevaluate benefit packages for consistency

**F. Other**

- An outline of deadlines involved for each position, a listing of what reports are due when, was requested. Policies and procedures manuals are a work in progress at the SAU office.

- Mr. Gregoire will bring use the information from this meeting and create a set of "Smart Goals" for the board's review.

**Adjournment:** A motion to adjourn as made by Mrs. Kolb and seconded by Mrs. McCawley at 6:54 p.m. Members voted in favor 4-0.