School Board Committee: Joint Finance/Instructional
Date: March 1, 2010
Finance Committee Members Present: Clint Cogswell, Chair, Laura Bonk, Kevin Fleming, Bill Glahn
Instructional Committee Members Present: Eric Williams, Chair, Chris Casko, Clint Cogswell, Jennifer Patterson
Other Board Members Present: Kass Ardinger, Jack Dunn
Administrators: Chris Rath, Michele Croteau, Larry Prince
Others: Gene Connolly, Concord High School Principal

Finance Committee Chair Clint Cogswell and Instructional Committee Chair Eric Williams decided that Mr. Williams would conduct the joint meeting. Mr. Williams called the meeting to order at 5:30 p.m., announcing that the Finance Committee and Instructional Committee were meeting jointly to review the course registrations and staffing plans for classes at Concord High School (CHS) for the 2010–2011 school year.

Mr. Williams welcomed CHS Principal Gene Connolly, then turned the meeting over to Superintendent Chris Rath for the CHS staffing review.

Superintendent Rath commented on the fact that a large part of the budget consists of staffing costs and that it was prudent to dedicate a greater amount of time analyzing that budget area. Dr. Rath indicated that one method for the Committees and Board members to understand the complex process of determining numbers of course sections and numbers of required teachers was to imagine oneself the principal of CHS and go through a scheduling exercise. Mr. Connolly and Superintendent Rath distributed calculators to the Committees and Board members, then led them through the calculation and decision process.

After the scheduling exercise was complete, Superintendent Rath distributed the CHS Registrations/Staffing Proposal for 2010–2011 and the CHS Concord Regional Technical Center Enrollment Report – Fall 2009, Semester 1 Teacher Schedule/Class Size. A discussion ensued regarding student enrollment, class sizes and staffing. Concern was raised that class sizes in mandatory courses were, or could become, too large for teachers who must implement differentiated instruction. Superintendent Rath noted that the Board had set the parameters of no fewer than fifteen (15) students and no greater than thirty (30) students per class. Ms. Patterson motioned to set a class size cap of twenty-seven (27) students on mandatory courses which do not already have levels of study structured within the course. Mr. Casko stated that he would not vote for the motion, but seconded
the motion to allow discussion. Mr. Cogswell stated that more research should be done before a decision was made and Mr. Casko concurred. Mr. Williams called for a vote of the Instructional Committee on the motion.

The Instructional Committee voted 2–2, Mr. Casko and Mr. Cogswell against (motioned by Ms. Patterson, seconded by Mr. Casko) to set a class size cap of twenty-seven (27) students on mandatory courses which do not already have levels of study structured within the course. The motion did not carry.

Mr. Cogswell motioned to direct the administration to research and recommend a class size limit on mandatory courses at CHS. Mr. Cogswell then amended the motion to include Rundlett Middle School (RMS) in the administration’s research and recommendation. Mr. Casko seconded both the original and amended motions.

Mr. Williams asked for further discussion and there being none, he called for a vote.

The Instructional Committee voted unanimously 4–0 (motioned by Mr. Cogswell, seconded by Mr. Casko) to direct the administration to research and recommend a class size limit on mandatory courses at CHS and RMS.

Superintendent Rath brought to the Committees’ attention that the CHS staffing proposed budget for 2010–2011 was not included in the proposed budget, which will be presented at the public hearings. Finance Committee member Laura Bonk then recommended that the Finance Committee vote on presenting the CHS staffing proposed budget for 2010–2011 along with the 2010-2011 proposed budget at the public hearings on Wednesday, March 3, 2010, and Thursday, March 4, 2010. A motion was made and seconded to do so.


Superintendent Rath reminded the Finance Committee that the Nordic Ski Program at RMS had actions that were postponed for decision from the 2009–2010 budget process to the 2010–2011 budget process. It was decided that more discussion regarding program and transportation costs was needed than time would permit and would be addressed at a Finance Committee Budget Work Session.

The meeting adjourned at 6:53 p.m.

Respectfully submitted,

Clint Cogswell, Chair
Michele M. Croteau, Recorder

MMC/srr