

**SANBORN REGIONAL SCHOOL BOARD
FREMONT SCHOOL BOARD**

MEETING MINUTES

10-6-21

To view the video of this meeting, please visit our website at www.sau17.net and click on School Board Videos under the School Board menu

A Joint Meeting of Sanborn Regional School Board and Fremont School Board was held on Wednesday, October 6, 2021 in the Library at Sanborn Regional High School.

SRSD SCHOOL BOARD MEMBERS:

Dawn Dutton, Chair
Jim Baker, Vice Chair (via remote)
Maira Bashaw
Peter Broderick
Jamie Fitzpatrick
Heather Ingham
Tammy Mahoney

STUDENT COUNCIL REPRESENTATIVE:

Jocelyne Lampron

ADMINISTRATORS:

Thomas Ambrose, SRSD Superintendent
Matthew Angell, SRSD Business Administrator
Ellen Halliday, Fremont Superintendent
Nathan Castle, Fremont Business Administrator

FREMONT SCHOOL BOARD MEMBERS:

Gordon Muench, Chair
Amy Leslie, Vice Chair
Greg Fraize
Amy Phillips
Brittany Thompson

1. CALL TO ORDER

Meeting called to order at 6:03 PM by Chairperson Dawn Dutton.

2. PLEDGE OF ALLEGIANCE – The Pledge of Allegiance was led by Chair Dutton

3. ROLL CALL ATTENDANCE- Chair Dutton asked remote member Jim Baker to identify his location and if anyone was present with him. Mr. Baker responded that he is in a private home in Chilmark, Massachusetts and no one else is in the room with him. All other members voiced their attendance and roll call was complete.

Chair Muench asked for a roll call of Fremont members and all voiced their attendance. Roll call was complete.

4. HIGH SCHOOL PRESENTATION – Principal Stack prefaced his presentation by saying that the goal of staff is to stay focused on three things: 1) teaching and learning; looking at all the aspects of how to help all our students be successful. 2) Building a culture of collaboration amongst our teachers and students, 3) Analyzing results for what to adjust.

4.1 First Month High School Update w/Enrollments (Principal/Superintendent Update)

4.2 Course Offerings 2021-22

4.3 Graduation Requirements & Master Schedule

To view presentation, [please click here](#).

Fremont Chair Fraize asked how much time students are in class with added instruction time. Mr. Stack replied 180 hours instead of 120. (990 hours per school year/8)

Fremont member Ms. Thompson asked how many eighth graders are currently enrolled. Mr. Stack replied around 100 students.

5. FREMONT SEARCH COMMITTEE UPDATE –Superintendent Halliday gave a history of the committee, which began in October of 2019 with the goal of making school visits to six different schools that could accommodate their high school students when the contract renews in 2026. After a presentation to the public in the summer of 2020, the six schools were narrowed down to three (Sanborn, Pinkerton and Raymond) and each presented to their School Board in the spring of 2021. With the previous Superintendent (Allyn Hutton) retiring and the former Business Administrator (Sue Penny) taking a different position, they are getting up to speed and their school board will be discussing the next steps shortly. This will likely include a proposal provided to the 3 districts with a timeline.

6. 1ST PUBLIC COMMENT- none

7. NON-PUBLIC SESSION - RSA 91-A: 3 II (k) (c) - **Mr. Broderick made a Motion to enter a Non-Public Session per RSA 91-A: 3 II (k) (c), seconded by Ms. Mahoney.**

Roll Call Vote: All in Favor -Sanborn School Board and Fremont School Board

8. SANBORN PUBLIC MEETING CONTINUES/FREMONT ADJOURNS at 7:00 PM

9. COMMUNICATIONS

9.1 Distribution of Manifest Documents- documents are being distributed and signed by Board Members.

9.2 Nominations- Superintendent Ambrose recommended Anthony Foye as a Music Teacher at Memorial School with an actual salary of \$38, 233 and a budgeted salary of \$57, 042.

Ms. Mahoney made a Motion to approve the nomination of Mr. Foye, seconded by Ms. Ingham.

No discussion

Roll Call Vote: All in Favor

9.3 Resignations-none

9.4 Superintendent's Report-Mr. Ambrose said that he and Mr. Stack worked on the Presentation given tonight and that was his report.

10. COMMITTEE REPORTS

10.1 Policy- Ms. Ingham reported the group met today (Minutes to be shared at the next meeting scheduled for 11/3 at 5:00 PM in Room 121 in the Middle School wing.

10.2 EISA- Ms. Mahoney reported the next meeting is on 10-20 at 4:30 PM.

10.3 Finance-Mr. Fitzpatrick reported the following:

Minutes to September 15, 2021 Finance Committee Meeting

Attendees: J. Baker (remote) / M. Bashaw / J. Fitzpatrick) / M. Angell / T. Ambrose

Minutes from 8/18/21. J. Baker Motioned for acceptance and M. Bashaw seconded. Roll call vote unanimously approved

Year- end final numbers

Final number was 2.282 (~2.3M). Prior estimate was 1.8M. In meeting of 8/18, the action was to review the reconciliation at this meeting.

M. Angell informed that he has not done the analysis yet and that he would have it for the

next meeting.

Trust Fund Balances

Special Education Expendable Trust (Aug 31)	\$241,201.96
Capital Improvement and Maintenance (Aug 31)	\$223,062.18
Unanticipated Educational Expense (June 30)	\$150,211.45

The report has not yet been received by the SAU office for August.

J. Baker reported that the July balance as reported at facilities meeting was 150,214.02 (only diff is the one moth of interest).

Facilities Use revolving Fund (July 31)	\$171,433.80
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There were some expenditures in July from this fund for the accounting software

Total funds is ~ \$785K

M. Angell to get all balances updated through September 30, for the October meeting.

Budget Adjustments - None

Open / Other Items:

1) *Roof damage at Seminary* – M. Angell corrected the record from 8/18 meeting. This is not completed and Mr. Angell does not think it will be covered by insurance (we cannot demonstrate that it is a storm related issue as opposed to a maintenance and repair issue – Though the insurance company has not been contacted yet). It is a flashing issue lodged between dormer and another section of roof. M. Angell also stated that it is not presently leaking.

M. Angell will follow up with further details, including insurance coverage.

2) *Stair repair needed at Bakie* (metal stair lip exposed, cutting risk). M. Angell had the exposed piece of metal cut-off, so it no longer presents a safety issue. Longer term fix will still be needed and will be brought forward to the facilities committee.

Memorial Playground Equipment – inspection was completed, and new chains ordered and need to be installed to secure the equipment and once installed will again be in spec.

M. Angell will advise at the next meeting on status of completion.

3) *4 new leaks found in High School roof* – M. Angell provided an update and a correction to the record as not all were in fact repaired and completed.

2 leaks on Silo. The one where the scupper is has been repaired and is complete. The one where the Atrium roof intersects with the Silo continues to have a slow leak, which we are

informed, has been the situation since the building was constructed.

Area over the library. Siding on second floor has failed and water is getting into the building from the siding, not the roof. The warranty that the siding has cannot be honored as the company that installed it is no longer in business.

M. Angell to be bringing to facilities a plan for replacing all the siding in sections.

4) *Dust collection system at High School* – The Motor and controller had failed. We have been able to get both repaired and the unit is now operating normally.

5) *Software and Subscription Spreadsheet* – Adding the costs for each line item. Mr. Angell has been working on this and will create a list that will have the cost by line item for both last year and this year. Chair Fitzpatrick asked for the finalized information at the next meeting. M. Angell to provide that.

6) *Book Purchases* – M. Angell was only able to pull some on the data. Has not been able to pull all the data yet. M. Angell to provide for the next meeting.

Chair Fitzpatrick to forward to other Sub Committee members the files he has received from Dr Haynes

Covid Spending and grant comparison – Spreadsheet from June not updated. M. Angell noted that he still needed to review with Dr Haynes. M. Angell to update for next meeting

Paving Costs – District was under budget by \$500 to the quote. Also was able to get the 2nd parking lot in Bakie paved (which was not in the original quote)

M. Bashaw asked about what efficiencies are being gained with the software implementation. T. Ambrose noted the many software programs to reduce inefficiencies but difficult getting usage information. Also noted that the focus was distracted due to Covid. M. Bashaw asked further about any savings potential for the accounting software. T. Ambrose noted that he does not expect this but does expect that the reporting capabilities will be far greater than what exists today.

This discussion led into a discussion of the recent issue in Peterborough and availability of data to the public and the risks involved as occurred previously. M. Angell did say the Chair Fitzpatrick was being set up for access to the system to review information online.

M. Angell to provide update on access for the next meeting. (M. Angell needs to go through first and then write up directions on how to get invoices).

M. Angell will provide normal narrative with the next manifest again

Business Administrator comments:

Finished 2nd Payroll on new system. Efforts to do so have been significant. We have

received significant help from the vendor.

First payroll run only had 4 minor issues that were fixed immediately. The issues affected 4 people only. They were not 4 global issues, across the employee base.

Setups still in development to generate the needed reports. Revenue Data in the system is not yet complete.

We are receiving the money from Newton and Kingston as planned. Fremont has not been billed yet.

Total Expenditures through Aug 31 = \$3.967M.

Total encumbrances as of Aug 31 = \$20,661M.

Remaining balance = \$10.678M

M. Angell believes that some of the encumbrances are not yet included due to focus on getting payroll out. M. Angell will get this trued up to make sure that all the encumbrances have been accounted for

J. Baker asked about uncollected lunch balances during the review. M. Angell to advise what the uncollected balance was in 2020

- 10.4 Facilities-Mr. Baker reported the group met today and he will have a report at the 10-20 school board meeting. The next Facilities Committee meeting is 11-3-21 at 3:30 PM.
 - 10.5 Public Relations- Ms. Mahoney said the group met today and in attendance was herself, Ms. Bashaw, Ms. Ingham and Mr. Ambrose. We discussed how we would begin communicating information to the public and what information, particularly around the budget, would be conveyed as it is developed. The next meeting is on 11-3 at 4:30 PM.
 - 10.6 Personnel- Ms. Dutton said the next meeting is on 10-20 at 3PM.
 - 10.7 SST- Superintendent Ambrose could not attend the last meeting but they are working on Enrollment and associated costs.
 - 10.8 Budget- Ms. Bashaw said the next meeting is on 10-7 at 7:00 PM
 - 10.9 Wellness-Ms. Ingham said the group has not met but Mr. Ambrose said they will soon.
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11. STUDENT COUNCIL REPRESENTATIVE REPORT- Ms. Lampron reported the Homecoming events went really well including the dance, the floats, and the parade. The Soup Kitchen served 20 meals last week, which was a good donation for the people. The Student Council has a Field Trip to Camp Lincoln where all the surrounding student councils will gather for a meeting to include team bonding and other group events. Lastly, we are learning to use the new grading system with Mr. Stack's help in order to assist students in understanding it as well.

Mr. Ambrose offered a FAQ session with Dr. Haynes to aid in this endeavor.

12. NEW BUSINESS

12.1 October 1st District Enrollments- Superintendent Ambrose reported the enrollments of 1420 for the district. To view enrollments, [please click here](#).

12.2 Newton Resource Officer-tabled until next meeting

13. OLD BUSINESS

13.1 Review of Minutes of 9-15-21- Chair Dutton asked for a Motion to approve the Minutes of 9-15-21, moved by Mr. Fitzpatrick and seconded by Ms. Ingham.

No discussion

Roll Call Vote: All in Favor

13.2 Substitute Pay- Superintendent Ambrose updated the group on the last recent efforts to ascertain why substitutes are not signing up. The variables were making and pay but they could not get a definitive answer. When the rate was raised to \$110 per day from \$95, we had seven more people come in to apply. Therefore, the pay makes a difference and Mr. Ambrose is proposing another increase to \$130 per day. This could be paid out of ESSER money.

Discussion ensued.

Ms. Dutton asked for a Motion to increase the substitute pay from \$110 per day to \$130 per day, moved by Ms. Bashaw and seconded by Ms. Ingham.

Roll Call Vote: 6 in Favor, 1 opposed (Fitzpatrick)

14. 2ND PUBLIC COMMENT- none

15. OTHER BUSINESS

15.1 Next Meeting Agenda

-Policies

-SRO Newton

15.2 Announcements

15.2.1 The next Sanborn Regional School Board meeting is scheduled for **Wednesday, October 20, 2021 at 6:00 PM** with a public hearing on donations to begin at 6:30 PM Sanborn Regional High School.

16. NON- PUBLIC SESSION- RSA 91-A: 3 II (k) (c) - **Mr. Broderick made a Motion to enter a Non-Public Session per RSA 91-A: 3 II (k) (c), seconded by Ms. Mahoney.**

Roll Call Vote: All in favor

17. Adjournment- Ms. Dutton adjourned the meeting at 7:44 PM

CONTINUING PUBLIC NEXT PAGE

**Sanborn Regional School Board Meeting
Fremont School Board
October 6, 2021
Continuing Public Minutes**

1st Non-Public Session with Fremont School Board

Mr. Broderick made a Motion to exit the Non-Public Session at 6:57 PM per RSA 91-A: 3 II (k) (c), seconded by Ms. Ingham.

Roll Call Vote: All in Favor from both Fremont and SRSD Boards.

Mr. Broderick made a Motion to seal the Minutes in perpetuity, seconded by Ms. Ingham.

Roll Call Vote: All in Favor w/ Fremont Board all in Favor as well.

2nd Non-Public Session (SRSD)

Mr. Broderick made a Motion to exit the Non-Public Session at 8:15 PM per RSA 91-A: 3 II (k) (c), seconded by Ms. Mahoney.

Roll Call Vote: All in Favor

Mr. Broderick made a Motion to seal the Minutes in perpetuity, seconded by Ms. Ingham.

Roll Call Vote: All in Favor

Mr. Fitzpatrick made a Motion to accept Early Retirement requests, seconded by Ms. Ingham

Roll Call Vote: All in Favor

Meeting adjourned at 8:15 PM