

# SANBORN REGIONAL SCHOOL BOARD MEETING

## MINUTES

12-1-21

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A meeting of the Sanborn Regional School Board was held on Wednesday, Dec 1, 2021, in the Library at Sanborn Regional High School.

**SRSB SCHOOL BOARD MEMBERS:** Dawn Dutton, Chair  
Jim Baker, Vice Chair  
Moir Bashaw  
Peter Broderick  
Jamie Fitzpatrick  
Heather Ingham (excused -via remote /part of mtg.)  
Tammy Mahoney

**STUDENT COUNCIL REPRESENTATIVE:** Jocelyne Lampron

**ADMINISTRATORS:** Thomas Ambrose, Superintendent  
Matthew Angell, Business Administrator

1. CALL TO ORDER- School Board Chair Dawn Dutton called the meeting to order 6:00 PM with the Pledge of Allegiance.

(Chair Dutton asked to move to Agenda #5 for the Student Representative's report as Ms. Lampron has to leave early for Basketball try-outs. All School Board members agreed. See Agenda # 5 for report).

2. ACTION ON MINUTES- Review of Minutes of [11-18-21](#).

**Ms. Dutton asked for a Motion to approve the Minutes of 11-18-21, moved by Mr. Baker and seconded by Ms. Mahoney.**

No discussion

**Vote: 5 in Favor, 1 abstention (Bashaw)**

Chair Dutton noted that Ms. Ingham is excused from the meeting but will attend for budget discussions.

3. COMMUNICATIONS

3.1 Distribution of Manifest Documents- Chair Dutton said Manifests have Distributed for signature.

3.2 Nominations- None

3.3 Resignations-None

3.4 Superintendent's Report- Mr. Ambrose reported the following:

◆ Substitutes are actively being recruited and hired on a weekly basis with 40 employed currently employed. Two factors that have led to this success are the rate of pay (\$130 a day) and giving them a fixed schedule. Kudos to Kristin McNulty at SAU office for her work in onboarding these substitutes.

◆ The federal legislation around Universal Pre-K has moved to the senate and is still in the budget. That means in the near future, there should be a second conversation about grades 3 and 6 and what we are thinking of doing so the public can attend and share their views. We want to be very transparent about this process.

◆ The COVID situation has made things very challenging for the last 3 weeks. We continue to monitor COVID per DHHS protocols which require a complex spreadsheet which is manageable but cumbersome. He relayed the 3 factors that would make for going remote: 10%of the total population with COVID, 30% of students absent, and availability of staff. Plans involve a lot of details. Kudos to our nurses, Diana Rooney, and Administration.

4. COMMITTEE REPORTS

4.1 Policy- Chair Dutton gave an overview of the 11-3-21 Minutes.

In attendance: Chair Heather Ingham, Tammy Mahoney, Dawn Dutton, Brian Stack and Superintendent Ambrose. We reviewed the minutes and they were accepted and then we reviewed Policy *BBBE-Vacancies and Unexpired Term Fulfillment*. We had discussion on that and then we moved it forward to the board for first reading.

We then reviewed *Policy ILBAA- High School Graduation Competencies* and we had discussion again and moved that also forward for first read

We reviewed *Policy JLCJA- Emergency Plans for Sports Related Injuries and Additional Protocols for Athletic Participation*. We had a discussion on that and it and moved that also for the first read.

Then we reviewed *Policy IB Academic Freedom and Divisive Concepts*, and we had a question about some wording, so we were going to get some legal advice on that.

Then we reviewed *Policy GBI Staff Participation in Political Activities*. We moved that to the Board for first reading.

We then reviewed *Policy JICC Student Conduct on Buses* and sent it to the Board noting that the earlier version Policy EEAC will be withdrawn with its acceptance.

*Policy JICC-R-School Bus Conduct Rules* was reviewed and brought forward for a first read as well.

The next meeting is scheduled for 1-5-22 at 5PM

- 4.2 EISA- Ms. Mahoney said Excellence in Student Achievement met on November 18th (she and the Superintendent encouraged everyone to watch the video).

In attendance was myself, Mr. Fitzpatrick, Ms. Dutton, Mr. Ambrose, Dr. Haynes, Ms. Desrochers, Ms. Leavitt, Mr. tack, Mr. Malila, Mr. McCloskey, Dr. Kennett.

Dr. Haynes reported on the progress of the new k-6 curriculum math curriculum rollout which is progressing smoothly but still with the need to backfill gaps from the previous math program. The 7 through 12 selection process is underway.

Mr. Fitzpatrick inquired about feedback from teachers on the new program In Vision which is generally positive with regard to pacing and student engagement. Mr. McCluskey noted that it does require more reading and that the fourth and fifth grade teachers find the online components to be more useful and helpful.

Dr. Kennett noted that for K through third graders there are some challenges with independent practice and that in general much of the focus for the younger students this year is on regaining academic tolerance and concentration levels lost from last year's pandemic.

Mr. Malila reported that the High School Graduation Committee met regarding the 24-credit diploma, and this is planned to be phased in gradually for each grade level. Mr. Stack also shared two options which are under consideration for the bell schedule next year. In the first option classes would meet every day for the same block of time which is roughly 35 to 40 minutes. In the second option, that model would be offered for three days with the next two days of classes having longer blocks of 60 to 70 minutes. The first model is logistically simpler, but it lacks larger blocks of time obviously for deeper learning. Mr. Ambrose noted that in his experience that 3-2 model offers flexibility and that the logistical challenges should not be insurmountable.

Ms. Leavitt discussed changes being considered to the *Diploma with Distinction* which is currently achieved by earning more credits than the standard diploma requires. The goal for that is for it to be more rigorous and meaningful and possibly to include a Capstone Project.

Ms. Desrochers provides us with an overview of the intervention program. The goal is for each student to demonstrate adequate yearly growth, so all students receive tier one or universal instruction with the classroom teacher where students are grouped according to skills assessed from performance testing such as the NWEA. Students who are struggling are moved to tier two for targeted instruction in a small group setting where goals are set and progress is measured. Students who continue to struggle are moved to tier three for intensive instruction with more frequent monitoring.

We had asked the administration to let us know how many intervention teachers are in each school. So, the High School has one ELA and one math intervention teacher, the Middle School has one literacy intervention teacher and an applied math teacher. Memorial and Bakie each have one ELA and one math intervention teacher and Bakie also has a math paraprofessional.

Ms. Desrochers noted that this is a very different approach for the staff and expressed appreciation for their efforts to implement it this year.

Dr. Haynes reported that the New Hampshire Department of Education notified districts that student assessment data they have uploaded to their public website has not been authenticated and is not yet available for districts. The target is for them to have it available in December. We're hoping to have a report on that at our next meeting. Dr. Haynes also briefly reported that feedback from parents on report cards has been positive with fewer questions than in previous years.

Mr. Fitzpatrick commented that he would like some additional information provided to explain how the grades are weeded.

Our next meeting is two weeks from today, December 15th we meet at 4:30.

- 4.3 Finance- Mr. Fitzpatrick said the group met on 11-18-21.  
In attendance: J. Baker / J. Fitzpatrick / M. Angell  
M. Bashaw not able to attend

Minutes from 10/20/21. J. Baker Motioned for acceptance and J. Fitzpatrick seconded. Unanimously approved.

Trust funds (as of 10/31/21)

Special Education Expendable Trust Fund	\$241,207.37
Capital improvement and Maintenance fund	\$273 067.25
Includes \$50,000 increase from 2021 March Warrant article	
Unanticipated Educational Expenses fund	\$200,220.13
Includes \$50,000 increase from 2021 March Warrant article	
Facilities use Revolving Fund	\$166,343.62

Includes:

Rental income \$11,667

Expenses

\$6,547 External tape drive

\$12,863 Tyler Tech Accounting Software

Total \$880,838.87

Note we are near the end of payments on Tyler tech. Discussions ongoing about the training that we still feel is due per the original purchase price.

Revenue & general Fund Spending Reports

Health Spending –

YTD Spend \$1.205M

Encumbered \$3.791M  
Unexpended Funds \$0.778M  
Note this includes ~ \$400K premium reimbursement

All Non- Health Spending

YTD Spend \$ 8.821M  
Encumbered \$17.857M  
Unexpended Funds \$ 3.639M

Revenues

YTD Booked \$26.392M (incl. the receivables for the full year from Kingston and Newton)  
Still to be collected  
Fremont \$ 3.021M  
Adequate Education \$2.610M  
Building Aid \$0.246M  
Catastrophic Aid \$0.180M

**Open Items**

Memorial Playground is now complete. The chains have been installed  
High School roof – waiting contractor quotes to address some of the issues  
J. Baker requested that the areas around the windows be caulked.  
M. Angell agreed to send someone to do this  
M. Angell provided new invoice information on book receipts

Business Administrator Comments:

Tax rates:

Tax rate \$21.28 set for Kingston  
School portion is \$15.74 lower by \$0.36  
Newton Tax rates have not yet been set

Inflation:

October CPU was 5.6% for New England  
Fuel price based on \$2.50/gallon. Currently locked at \$2.19/gallon  
Electricity 17.518 cents/KwH (currently we are locked at > 7 cents /KwH through November 2023)  
Health Insurance – rates set at from 7.8% to 9.8% increases depending on plan.

District Finances

Cash Balance on hand of \$5.26M (1.7Months of operations)

Budget Adjustments:

Special Education - \$131,446 from HS out of state tuition to Middle School out of state tuition for cost of out of district placement.

Heating Oil –

Middle School Bookshelves - 8 bookshelves for \$13,037 (\$1,630 ea)

Committee asked to look into this further as to what it was for (M. Angell felt it was for the new Math program) and what we can do for lower costs. M. Angell to confirm the intended purposes.

Elevator Access control

Quote received is \$2,856. Plus Otis elevator service call of \$395/hour for about 2 hours

The Administration will go ahead and install

ACH Payment plan

M. Angell reviewed a proposed procedure. Committee members to review and provide feedback to M. Angell

Still open for review

Covid spending update

- 4.4 Facilities- Mr. Baker said the group met today and he will give a report at the next meeting. The next Facilities Subcommittee meeting is on 1-5-21 at 3:30 PM.
- 4.5 Public Relations- Ms. Mahoney said Public Relations met today and she will give a report at the next meeting. The next Public Relations meeting is on 1-5-22 at 3 PM.
- 4.6 Personnel-Ms. Dutton said Personnel meets on 12-15-21 at 3PM.
- 4.7 SST- No report
- 4.8 Budget- Ms. Bashaw said the committee met on 11-18-21, a joint 12-2-21 meeting was held with the School Board. The next meeting is At 7PM.
- 4.9 Wellness- No report

- 5. STUDENT COUNCIL REPRESENTATIVE REPORT - Ms. Lampron reported that Sports started yesterday and everyone seems super excited about the new season. We have Basketball and we have a big Bowling Team this year. Everyone's super

excited about it/

Next week is all our band concerts and winter concerts. So, the 7th is the Band Concert; Middle School is at 6 00 p.m. and High School is at 7 p.m. and the 14th is the Middle School and High School Chorus Concert. Katelyn Heath and Adam Putnam made All State Chorus which is very hard to get into; it's very selective which means that they are the top singers in the state for Chorus which is super awesome that we have two chorus people because we don't get that every year. We are lucky to have Dr. Favazza from UNH who came down to help all the 7-12 graders enhance their chorus ability and figure out little issues to see how they can get better.

I know the tech crew has been learning about sound, lights and putting up production. They just successfully put on *Clue* a few weeks ago and they are getting ready to put on *Addams Family* on in the spring again.

The *Complete Athlete* that Mr. Gray is running with Ms. Alley: today we had Jake and alumni come in and talk to all of the women athletes about training and how to train the correct way in the gym and then they all did a workout, which is a super awesome program. Next Thursday, we have a leadership day for everyone in *Life of a Student* and people that want to from Key Club and Student Council can go to leadership program. Adam Bradley is coming in to talk to everyone Mr. Gray and the students set it up and everyone's super excited to be able to get more of a leadership ability, so a lot of captains are going and everyone that wants to have better leadership. That's what's happening.

6. 1<sup>st</sup> PUBLIC COMMENT

Annie Collyer (Newton)-First of all, I really appreciate the amount of information that you folks give on the subcommittee meetings. I like to listen to the videos and you know and to hear them, but I think you do a really great job summarizing, so thank you.

As you were looking at shaping the curriculum, the vertical and horizontal curriculum, it's become very apparent because the State of New Hampshire does not require it, Enrichment is not really a part of our curriculum currently. Some teachers offer Enrichment to kids who are performing at or above school level, but some don't, and I'd really love to see the school board make it a policy and then modify it, however it needs to be done in EISA or as contract negotiations happen or whatever is needed to make enrichment a part of what we offer here at Sanborn. If we have, as superintendent Ambrose has said 10 to 20 of the kids who may not be ready for eighth grade Algebra as we implement, then that also means if we have a bell curve, we have at least 10 or 20 kids who are well above grade level 20 of each grade and we also have probably another 30 or 40 who are performing at least at grade level and possibly not in it at a tremendously accelerated level, but I think it would be so important for these kids to be able to be enriched and challenged and to have some sort of a plus reward system put into place when they meet those challenges. So, I'd really love to see that as a part of what the school board does here.

The second thing is that we're all very aware that not everybody should go to college and take on college debt and maybe spend many, many years paying it back for not much gain that there are really good jobs in the trades there are also really good mini



certifications that are available, and I believe SNHU offers a lot of those, and I'd like to see the school board explore access to some of those for kids. I think they're like little mini six-week programs and as you're looking at little half-credit programs as a part of the 24-credit diploma that might be something that could be offered that could be enriching for college and career readiness. Thank you.

7. NEW BUSINESS -Chair Dutton recognized School Board member, Ms. Ingham who is participating remotely for this agenda item. Ms. Ingham stated her name and location (Newton in her private office with her 6-year-old occasionally present).

- 7.1 Budget Deliberation-Superintendent Ambrose recapped the process having reviewed 90 budget questions and answers recently and said what happens this evening is the Board deliberates and hopefully comes to a consensus and votes on a budget to move forward to the Budget Committee tomorrow night. Items he places as very important that are not in the budget are the track, the wireless system and the auditorium He discussed his reasons.

Mr. Angell said the current adopted budget is \$36, 011, 926. The Default Budget that was presented was \$37, 232, 635 and the Operating Budget was \$37,229, 463.

The Proposed Operating Budget compared to the current Operating Budget is a 3.38% difference of \$1, 217, 535.

Superintendent Ambrose asked for the Board's thoughts.

Mr. Broderick said you have answered 90 questions and the budget is what it is and I think we are ready to go.

Ms. Bashaw said I am a little torn on needs that aren't added in. I understand there are a lot of factors where Newton and Kingston both have taxes going up for their own town budgets. I am just concerned that at what point do we stop? We have cut a lot of things out the last couple of years and I am not saying that was necessarily wrong, but at what point do we stop with that? There are these needs that really need to be addressed. I do want to adopt something that is going to be passed at the end of the day, that is what really matters to me. Some of these things that are on the needs list, if we are not going to put them in the budget, I would like to see them go towards those things. The Enrichment Program wasn't on the needs list and I think it is something that kids look forward to and we have a lot (especially the lower level) for those students and I think it is a two-fold thing; they're not being challenged enough and some of the kids have behavioral issues, that I believe are due to not being challenged, and that is why some are acting out. So, I would like to see Enrichment be added to that needs list. That is where I stand on things.

Mr. Fitzpatrick-I have spent a lot of time on the budget going over spreadsheets with Administration, going back and forth on the numbers. We just compared budgets to budgets. I also wanted to compare actuals to budgets. It is important for the community to understand what some of the differences are so when you look at the spending over the last number of years, this Board and with changing members, but this Board has held at \$34M for the last three years and now we are at \$37M. This difference comes from contract agreements (1.3M over 3 years), unfilled positions 1.5M (intervention program) and other issues related to being remote. e.g.. Bus transportation restrictions. So, the bottom line is I can rationalize, and it makes sense to me how we get from that number to the Default. I have significant concern that there is no daylight in between the Default and the Proposed, so I will be making a Motion and I hope I will get seconded. Many people don't read the end of numbers and both budgets have 37.2 as the first three numbers and we might get people pulling the wrong one and I don't want a default budget which has things in the worn accounts and they're very difficult to manage in that manner. In working on the Capital Improvement Plan, we need to get quotes and come to the Board in the spring with recommendations from the Facility Committee, letting the public know beforehand, so they can come and weigh in and then we as a Board can vote and if there are unexpended funds, use them. We don't want to be perceived as gluttons, just spending money. The Board has demonstrated fiscal conservatism and we can still do that and address these things in front of the public with votes.

Ms. Mahoney- I don't disagree with Mr. Fitzpatrick but I am definitely on the same wavelength as Ms. Bashaw with regard to being conflicted and wanting to do some of these improvements (the auditorium is a huge asset we should preserve) but I am a little nervous about the increase of 1.2M. I don't like doing any end-of-year spending sprees, neither does the public, so transparency and discussing those items ahead of time, prior to the end of the year, as Mr. Fitzpatrick said, this is what I agree with. I am interested to hear his proposal.

Mr. Baker-I looked at the budget fairly extensively and I am not happy about the \$1.2M either but I looked at what it is made up of and we had a teachers' contract (that 3 year contract) that passed :the Professional Staff contract which goes up 500K a year so that's being spent this year and it is in next year's budget for \$500K and another \$500K the next year so \$1M and you take that and health care, utilities, supplies and maintenance and you are up \$1,217,537. I think the administrators have done a good job of trimming in the areas they could and we have to continue to watch the dollars and keep an eye on the Facilities and fund those needs as they're needed but we need to do that smartly. We don't want to get into a situation like we had a few years ago that was unfundable. We have to be realistic about how we apply the money that we have left over.

Ms. Ingham- I agree with what everyone said. I am definitely conflicted about the high number; it is probably the highest that we have had in a few years due to the fiscal conservative of the Board. I agree we cannot ignore things and let things fall into disrepair which is a long history of what has happened previously. I agree with Mr. Fitzpatrick that we should have quotes and plans. We should work towards how we are going to pay for those things in the long run because \$75K to fix the track now is significantly cheaper than \$250K. I do want to make sure that we have a budget that will pass so we can support our teachers and our students.

Ms. Dutton- I echo the sentiments of everyone here. I think we are all pretty much on the same page, which is nice and it makes it easier to work together because I think we all have similar goals and that is to be fiscally conservative but also make sure that the students, teachers, staff are all taken care of so we can educate our children appropriately. It is a higher budget but there are legitimate reasons for that. We can't trim a lot of that as it is contractual. As Tammy said, I am curious about what Jamie's proposal is.

Mr. Baker added that making room between the Default Budget and the Proposed Budget would be a smart thing to do because otherwise who knows what is going to pass.

**Mr. Fitzpatrick made a Motion to reduce the Proposed Budget by \$50,000, seconded by Ms. Mahoney.**

Mr. Fitzpatrick said I think we need daylight between the two sets of numbers. I fear that people will select the wrong one as they are rushing through their ballots and I don't think \$50,000 impedes the intent of the budget, the purpose of the budget, or any programs in the budget. I am talking about a 0.1% change. The administration can decide where to take the money from, but their focus on the areas of supplies, transportation, health and furniture will easily be places to use the money. Mr. Fitzpatrick added that he agrees with Superintendent Ambrose's statement that we probably need a reserve for unanticipated inflationary pressures. This proposal gives a Default Budget of \$37,232,635 versus a new Proposed Budget of \$37, 179,463.

Mr. Ambrose said I don't like it but I can live with it and we can make the budget work with a \$50,000 difference and the places to look (those 4 accounts) for reduction are logical.

Mr. Angell said I am OK with the \$50,000 cut and I am actually excited about creating another Capital Reserve Fund for any item that may exceed our budget expectations such as heating oil because then I can build a smoother budget and smooth out the tax rate.

Mr. Angell and Mr. Ambrose discussed the tax rate. Mr. Ambrose said the Board has worked hard to stabilize the tax rate.

Mr. Broderick thinks we are being fiscally conservative and have done a really good job and I support this.

**Mr. Fitzpatrick clarified his Motion to adopt an Operating Budget of \$37,179,463, seconded by Ms. Mahoney.**

No further discussion.

**Roll call Vote: 6 in favor, 1 opposed (Bashaw).**

Ms. Mahoney commented about giving guidance to Ms. Bashaw (the School Board Representative to the Budget Committee) for how to present the Board's Motion to the Budget Committee.

Discussion ensued regarding the topic. Superintendent Ambrose will contact NHSBA attorney Will Phillips for guidance.

8. OLD BUSINESS

8.1 Policies-2nd Read- Superintendent Ambrose reviewed questions and answers addressed by Attorney Phillips.

8.1.1 Policy BBBE- Tabled for attorney review until next meeting

8.1.2 Policy ILBAA-approved after discussion

8.1.3 Policy JLCJA- approved after discussion

8.1.4 Policy IB - Tabled for attorney review until next meeting

8.1.5 Policy GBI - Discussion on word partisan ensued and the definition of partisan was proposed by Mr. Fitzpatrick to be included in policy.

**Mr. Fitzpatrick made a Motion to approve the 2nd Read of Policy GBI with the addition of the definition of Partisan, seconded by Mr. Baker.**

No further discussion

**Vote: All in Favor**

8.1.6 Policy [JICC](#)- Correct some grammatical issues but otherwise OK.

8.1.7 Policy [JICC-R](#) - After discussion with Mr. Fitzpatrick, **Mr. Ambrose asked for a motion to to add to item A (Behavioral Expectations & Rules...”) to say, “Students shall treat all people on the bus with kindness and decency”, moved by Mr. Baker and seconded by Mr. Fitzpatrick.**

**No further discussion**

**Vote: All in Favor**

Discussion ensued on “B”-referrals.

**Ms. Mahoney made a Motion to change the language under Letter “B” to say the first set of referrals should apply to violations 2-17 ad the second set of referrals should be 18-23, seconded by Mr. Fitzpatrick.**

**Vote: All in Favor**

Discussion on the appeal process to be discussed with attorney.

After discussion, Policy JICC-R tabled for attorney review until the next meeting.

Policy IB-Academic Freedom was discussed and tabled until the next meeting. Mr. Fitzpatrick thanked the policy Committee for their attention to this policy.

**Chair Dutton asked for a Motion to approve 2nd Read of Policies ILBAA, JLCJA, GBI, JICC w/modifications, moved by Mr. Baker and seconded by Ms. Mahoney.**

**Vote: All in Favor**

10. OTHER BUSINESS

10.1 Next Meeting Agenda

10.2 Announcements

10.2.1 **The next Sanborn Regional School Board meeting is scheduled for Wednesday, December 15, 2021, at 6:00 PM** in the Library at Sanborn Regional High School.

11. NON-PUBLIC SESSION-RSA 91-A: 3 II (c) (k)- **Mr. Broderick made a motion to to enter a non-public session per RSA 91-A: 3 II (c) (k), seconded by Ms. Mahoney.**

**Roll Call Vote: All in Favor**

12. ADJOURNMENT- Chair Dutton adjourned the meeting at 7:56 PM

Minutes respectfully submitted by:

Phyllis Kennedy  
School Board Secretary

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**Sanborn Regional School Board  
Continuing Public Minutes**

**12-1-21**

**In attendance: Chair Dutton, Vice Chair Baker, Ms. Bashaw, Mr. Broderick, Mr. Fitzpatrick, Ms. Mahoney, Superintendent Ambrose, Business Administrator M. Angell.**

**Mr. Broderick made a Motion to exit the Non-Public meeting at 8:28 PM per RSA - RSA 91-A: 3 II, (c) (k) seconded by Mr. Baker.**

**Roll Call Vote: All in Favor**

**Mr. Broderick made a Motion to seal the Non-Public Minutes in perpetuity, seconded by Ms. Mahoney.**

**Roll Call Vote: All in Favor**

**Meeting adjourned at 8:28 PM**

**Recorder: Matthew Angell**