

SANBORN REGIONAL SCHOOL BOARD MEETING

MINUTES

3-16-22

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A meeting of the Sanborn Regional School Board was held on Wednesday, March 16, 2022, in the Library at Sanborn Regional High School.

SRSD SCHOOL BOARD MEMBERS:

Dawn Dutton
Jim Baker
Moir Bashaw (excused)
Rick Edelman
Jamie Fitzpatrick (via remote)
Heather Ingham
Tammy Mahoney

STUDENT COUNCIL REPRESENTATIVE:

Jocelyne Lampron (excused)

ADMINISTRATORS:

Thomas Ambrose, Superintendent
Dr. Patricia Haynes, Dir. of Teaching & Learning
Matthew Angell, Business Administrator

1. Call to Order - School District Clerk Phyllis Kennedy called the meeting to order at 6:03 PM with the Pledge of Allegiance.

Ms. Kennedy noted Mr. Fitzpatrick's remote presence and (per RSA 91: A:2 (c)) asked him to identify himself, his location and whether anyone else was present with him. Mr. Fitzpatrick responded that he was in a hotel room in NYC for St. Patrick's Eve and no one else was present with him.

2. Election of Officers- See policies [BDA](#)-Board Organizational Meeting and [BDB](#)-Board Officers.

- Chair – Ms. Kennedy asked if there was a Motion for a Chairperson.

Ms. Ingham made a motion to nominate Ms. Dutton as Chair, seconded by Mr. Baker.

Ms. Dutton said if it is the will of the Board, I am happy to do it again. It has been great working with everyone, and I am excited about working with Rick and getting to know him. So, thank you.

Roll Call Vote: All in favor

- Vice Chair- **Mr. Baker made a motion to nominate Jamie Fitzpatrick as Vice Chair, seconded by Ms. Mahoney.**

No discussion

Roll Call Vote: All in favor

- School District Clerk-Chair Dutton made a motion to nominate Phyllis Kennedy as District Clerk, seconded by Ms. Ingham.

Roll Call Vote: All in favor

- School District Treasurer- Chair Dutton made a motion to nominate Ron Brickett as School District Treasurer, seconded by Ms. Mahoney.

Mr. Edelman asked how long Mr. Brickett has been in the role.

Mr. Angell responded, yes for many years, adding that Mr. Brickett just recently retired as the Business Administrator at the Raymond School District, so he is completely familiar with school district operations.

Roll Call Vote: All in favor

- School District Deputy Treasurer-Chair Dutton made a motion to nominate Phyllis Kennedy as School District Deputy Treasurer, seconded by Ms. Ingham.

No discussion

Roll Call Vote: All in favor

3. Action on Minutes- Review of Minutes of [2-16-22](#) and [2-23-22](#)

Chair Dutton asked for a Motion to accept the Minutes of February 16, 2022, and February 23, 2022 **Mr. Baker made a motion to approve both Minutes, seconded by Ms. Mahoney.**

No discussion

Roll Call Vote: All in favor

4. Communications

- 4.1 Distribution of Manifest Documents- Chair Dutton said documents are circulating for signature.
- 4.2 Nominations- The Superintendent recommends the following personnel for nomination for the 2021 - 2022 school year.

Location

Position

**Actual
Salary**

**Budgeted
Salary**

Bakie School

Alyssa Doucette Intervention Teacher \$15,540 (pro-rated from \$41,141)

Ms. Mahoney made a motion to accept the nomination of Ms. Doucette, seconded by Ms. Ingham.

No discussion.

Roll Call Vote: All in Favor

4.3 Resignations-None

4.4 Superintendent's Report – Mr. Ambrose reported the following:

- We have been working hard developing surveys for teachers, staff, and students on our grading practices per the directive of the EISA Committee. Those surveys are ready for the meeting next Wednesday to be reviewed by the Committee and then sent out to staff, families, and students to get feedback on our grading practices.
- Dr. Haynes has already put together a very strong plan for working on our curriculum alignment starting immediately, so we are working on aligning our curriculum documents and creating unified, clearly understandable documents that will hopefully be done for 1st draft by July 1.
- Operationally, we are in a much better place, almost normal in that we are not checking daily to make sure we have staff and are going to be open as was the case over the last two years with this pandemic. There are not words to express the level of stress and anxiety that caused. For the last 4 weeks, we have been able to have more conversations about teaching and learning education than we have in the last 2 years. It is awesome and we are do happy about this.
- I do want to say to the community that one of my personal mission or goals is to help everyone in the community to focus on helping our students be the most successful they can be, not on fighting with each other. So, I'll say that again fighting with each other takes away from the focus of helping our students be the best that they can be. Our community needs to come together for the students now and that's what I'm focusing on, and I want to invite anyone who has questions concerns or issues with the district or the work that we're going to do to help our students succeed to come see me personally.
- The third draft of the Strategic Plan will be presented in the next couple of weeks. Dr. Haynes has done a phenomenal job. We will also address the Capital Improvement Plan.

5. Committee Reports

Chair Dutton prefaced the committee reports by asking school board members to send along their top three subcommittee choices and their qualifications or reasons why they would like to be on a particular committee. She will be putting together the new assignments and will do her best to take their requests into account as well as what is in the best interest of the committees overall. Please send your requests by Friday, 3-18-22.

- 5.1 Policy- Chair Ingham reported the next meeting will be on April 6th.
- 5.2 EISA -Ms. Mahoney said Excellence in Student Achievement will meet on 3-23-22.
- 5.3 Finance- Mr. Fitzpatrick reported on the 2-23-22 meeting.

Attendees: J. Baker / J. Fitzpatrick / M. Bashaw / M. Angell

Minutes from 1/19/21 reviewed. J. Baker Motioned for acceptance and J. Fitzpatrick seconded. Discussion on clarifying that under non health spending all the numbers are in 1,000's. Move to approve amended minutes to add 1,000's to the minutes in that area approved. 2-0. M. Bashaw abstained

Business Administrator Comments:

Electrical

M. Angell reached out to all electrical providers and only 5 have responded. Discussion of Market timing. The best prices will be in the fall, so no need to take actions presently.

Our contracts end in November 2022. We currently have consolidated. Reached out to towns of Kingston and newton to see if they would like to join with us in pooling needs. They are both interested.

M. Angell is also discussing a solar plan with the town of Kingston. First meeting is in March.

Financial Reporting

M. Angell working on simplifying the financial reporting.

Encumbrance Changes Month over Month

M. Angell provided a download from accounting system, but the quality of the data is still in question. Working towards ability to provide the change in encumbrances month over month.

Future Considerations:

We collected surplus furniture from another district at no cost.

Status on Chase Field

Dirt is down. Plan to be seeded right away and scheduled to be on time for the start of the spring season.

M. Angell will provide status update at next facilities meeting.

Trust funds (as of 12/31/21)

Special Education Expendable Trust Fund	\$241,213.42
Capital improvement and Maintenance fund	\$273 074.11
Unanticipated Educational Expenses fund	\$200,225.17
Only changes in above trust funds was interest earnings	
Facilities use Revolving Fund	\$213,000.30
Includes:	
Rental income \$11,667	

Expenses
Tyler Tech Accounting Software - 0

Total reserve fund balance	\$927,513.00
2.5% withheld of Unexpended funds from 2021	\$545,012.00
Grand Total	\$1,472,525.00

Revenue & general Fund Spending Reports as of 12/31/21
Health Spending –

YTD Spend	\$2.061M
Encumbered	\$2.248M

Unexpended Funds \$0.623M* (Reduced by Approx. \$33K from last month)
*Note this includes ~ \$430K premium reimbursement

All Non- Health Spending

YTD Spend	\$15.344M
Encumbered	\$12.947M
Unexpended Funds	\$ 2.090M (Change of Approx. \$400K)

J. Fitzpatrick expressed concern that at this change rate in this account we would have less than 500K in unexpended funds vs a historical number greater than \$1M.

M. Angell to provide the year end estimate of unexpended balance at the next Finance meeting.

Revenues

YTD Booked	\$29.167M (incl. the receivables for the full year from Kingston and Newton)
Uncollected balance	\$ 5,647M
Consisting of Fremont	\$ 2,077M
Use of fund balance	\$ 2,531M
Adequate Education	\$ 0.876M

Open Items

High School roof – waiting contractor quotes to address some of the issues – No update available.
Est cost 5,800. Caulking not done as too cold

M. Angell provided new information on new book receipts.

Budget Transfer Requests

New Special Education needs at Memorial

Account #	Account Description	Amount Increased	Amount Decreased
10-1210-19-53300-0-70-00000000	Other Prof. Services - Special Education		\$14,762.92
10-1240-00-51140-1-22-00000000	Salary - Memorial School	\$12,133.69	
10-1240-00-52200-1-22-00000000	FICA	\$928.23	
10-1240-00-52310-1-22-00000000	Non-Teacher Retirement	\$1,706.00	

To cover additional psychological services

Account #	Account Description	Amount Increased	Amount Decreased
10-2140-00-53300-1-22-00000000	Other Professional Services - Psych. Memorial		\$16,845.00
10-2140-00-53300-2-25-00000000	Other Professional Services - Psych. SRMS		\$31,053.00
10-2140-00-53300-1-21-00000000	Other Professional Services - Psych. Bakie	\$47,898.00	

J. Fitzpatrick asked is this was in any way associated with covid and would grant funding be available?

M. Angell to advise

Re-allocating MS/HS to Bakie for Physical therapy costs

Account #	Account Description	Amount Increased	Amount Decreased
10-2160-00-53300-2-25-00000000	PT/OT Services @ SRMS		\$12,000.00
10-2160-00-53300-3-27-00000000	PT/OT Services @ SRHS		\$12,000.00
10-2160-00-53300-1-21-00000000	PT/OT Services @ Bakie	\$24,000.00	

From in house to contracted speech therapy.

Account #	Account Description	Amount Increased	Amount Decreased
10-2150-00-53300-2-25-00000000	Other Professional Services Speech (SRMS)		\$68,278.00
10-2150-00-53300-1-21-00000000	Other Professional Services Speech (Bakie)	\$25,000.00	
10-2150-00-53300-1-22-00000000	Other Professional Services Speech (Memorial)	\$43,278.00	

M. Bashaw motioned to approve all. J. Baker seconded. All in favor

- 5.4 Facilities -Mr. Baker reported that the group has not since the last meeting. It would normally be on 4-6-22 but it has not been set yet.
 - 5.5 Public Relations- Ms. Mahoney said the group has a meeting scheduled for 4-6-22.
 - 5.6 Personnel – Ms. Dutton said the next meeting date is to be determined.
 - 5.7 SST -Mr. Ambrose said there has been no meeting since the last report.
 - 5.8 Budget- No report
 - 5.9 Wellness- Ms. Ingham said the group has not met since the last meeting and next meeting to be determined.
6. Student Council Representative Report- Ms. Lampron (via report read by Superintendent Ambrose)-

Since the last meeting there has been many fun activities happening:

Our student Council is making the plans of Winter Carnival which will be held right before spring vacation. Winter Athletics finished up with 180+ kids participating at the HS and MS combined. HS Boys basketball advanced to the quarterfinals, HS ice hockey qualified for the tournament, and all teams had successful seasons. Two individuals--Bowler Gage Libby and Swimmer Ashleigh Nagel--participated individually in NHIAA tournament competition. At the middle school level, the Boys "A" Basketball team completed an

undefeated season as the Tri-County Association's Division three champions! Congratulations to Coaches Souther and Burns and the boys on a great season.

Three HS athletes received All-state recognition. Jared Khalil (basketball) and Josh Stevens (ice hockey) earned first team recognition. Basketball players Jason Allen and Kevin Kolodziej were given honorable mention status.

Spring sports begin March 21 (HS) and March 28th (MS). Parents are encouraged to sign their kids up using the online system, or to reach out to Dr. Dawson for more information.

Mrs. Alley has been working very hard to plan a Senior Success Day for our seniors. On March 23rd, our seniors will participate in Senior Success Day. This is a day planned just for our seniors!! Students will have opportunities to learn new things that can help in the "adulting" world. It is a mandatory day for all seniors! This event is sponsored by our PTO and the Career Pathways Program. This day will include: a financial fair, community service and skills for life.

We are looking for a few supplies to help make this day a success as well as door prizes!

Small Terracotta Plant Pots, Succulents to plant, Yarn, Knitting Needles, Journals, Colored Pens Stickers, Colored Pens, Food Items, English Muffins, eggs, bacon, sausage, avocado, tomatoes, bagels, cheese, pumpkin, peanut butter, Old Fashioned Oats

Our band and Chorus had a joint concert, and they did a wonderful job. As the finale they worked together to play one song as a group. Next Friday at 7pm, Saturday at 2pm and 7pm and Sunday at 2pm our High School Drama Program will be putting on the *Addams Family* it is sure to be a great show! Hope to see you there!

Mr. Ambrose added that he also participated in the concert, and it was really fun.

7. 1st Public Comment

Ken McNulty (Kingston)-I would like to strongly recommend a complete reshuffling of the subcommittee assignments this year. The school board is a seven- person member committee but we haven't seen adequate distribution of the board members. In the past, EISA, Finance and Facilities each had one person who has been on the same committee for five consecutive years and another person for three consecutive years. There may be some pushback to this, but I have no doubt that other school board members can handle stepping up into these roles and do a fantastic job. Again, this is a school board made up of people with very different ideas and I think it is time we let some different ideas into our district. Thank you.

Elizabeth Lanaville (Kingston)- I am the parent of a third grader and a preschooler at Bakie and I am a teacher in another district. I am here just to reiterate that I am against the one-hour early releases every Wednesday. Every week an early release causes a massive burden to families with two working parents. Most parents do not have the flexibility to leave their jobs every week an hour early which would cause many to have to find and pay extra for child care. Why can't we go back to the early release pre-covid schedule? I thought the half-day schedule was only during the heat of covid to do extra cleaning but now, the new proposed early release is supposed to be for the teachers to learn the new math curriculum how can professional development be accomplished in one hour a week how long does it take educated professionals to learn a new math curriculum why is it taking so long parents were under the impression that the PDs days were for math professional development but we are now finding out that that that isn't the case is it possible to receive a list of the PD schedule? Thank you.

8. New Business

8.1 Approval of School Board Calendar – Superintendent Ambrose reviewed [the calendar](#).

After discussion the following changes were proposed.

- December 1 (marked as a School Board meeting) was recognized as a typo and will be removed.
- Another School Board meeting will be added on Wednesday, March 8, 2023

Ms. Mahoney made a motion to approve the School Board Calendar with the addition of a meeting on March 8, 2023, seconded by Mr. Baker.

Roll Call Vote: All in Favor

8.2 Approval / Acceptance of Gift/Commemorative Coins- Principal Stack explained where this unique collection of 100 coins came from and how they could be used which will be determined by the Counseling Department, possibly used towards student awards. The collector was William Kelly, and they were donated by Kathleen Kelly. Mr. Stack shared the awards so the Board could view them.

Mr. Fitzpatrick commented that this is a fabulous way to distribute a collection like this and expressed his thanks.

Chair Dutton agreed expressing her thanks, adding this is essentially a \$1000 gift.

Ms. Ingham made a motion to accept the gift of Commemorative coins, seconded by Ms. Mahoney.

Roll Call Vote: All in Favor

8.3 Approval of Overnight Field Trip- Mr. Stack reported on the Key Club's plan for their annual District Educational Conference in Springfield, MA on April 9, 2022. Mr. Stack said this is a chance for the students to get some leadership experience and collaborate with their peers in Key Club and other organizations around New England. We would operate the same way we have in the pre-covid days.

Ms. Mahoney made a motion to approve the Overnight Field Trip on 4-9-22, seconded by Ms. Ingham.

No discussion

Roll Call Vote: All in Favor

8.4 Approval/Signature of MS-22-Report of Appropriations Actually Voted- Mr. Angell explained that this report is a required form that we do each year, and it is due 20 days after the district voting meeting. What it does is summarize all the warrant articles that were approved by the voters by major line-item location. I would need the school board to approve it, sign it and then I will submit it to the Department of Revenue Administration (DRA).

Mr. Baker made a motion to approve the MS-22 Report of Appropriations Actually Voted, seconded by Mr. Edelman.

Roll Call Vote: All in Favor

8.5 Internet Service Provider Contracts- Director of Technology Gordon Parks reported on the bidding process for internet services he has been working on in the last few weeks. There are 2 different services up for bid, both expiring June 30th. They are our normal internet service and then our ENS service that connects the buildings to each other.

- Internet Service- Current speeds are outdated. We are currently paying \$1100 a month or \$14K a year. The new service is consolidated with fiber and for 1 gig download and upload for each building for a monthly savings of \$10 and yearly of \$120. The internet is 7x faster download and 40x faster upload speed for Memorial and Bakie. The SAU stays the same, but the upload speed is 20x faster. For the High School it provides a dual gigabit internet line for load balancing redundancy and failover for all the other schools and the SAU office.

- ENS/EDI Circuits-Currently Comcast and we are at 500 megabytes download and upload for High School (the only location with this particular line) which I would like to move up to a gigabyte to double the speed. This allows for 2 identical speed lines and load balance all the traffic which doubles what we have now. Monthly, we pay \$5,363 for a total of \$64,359 annually. The amount with the new lines would be \$4,487 monthly and \$53,844 annually for a savings of \$876 per month and a \$10,515 savings per year. Between the two, it is a total savings of, \$10,635 per year.

These are for a 3-year term. The filing deadline is Wednesday of next week/

Discussion ensued with questions on the infrastructure.

Mr. Fitzpatrick, Mr. Edelman, and others commended Mr. Parks for a job well-done.

Mr. Baker made a motion to approve the Internet Service Provider proposal, seconded by Ms. Mahoney.

Roll Call Vote: All in Favor

9. Old Business

9.1 Approval of Academic Calendar 2022-2023- Dr. Haynes reviewed [the calendar](#) reviewed the current proposal for early release days based on feedback from staff and parents. We had 24 early release days this year on Wednesdays in the weeks that had 5 days. This calendar has an hour early release on Wednesdays.

Superintendent Ambrose said with the NEASC accreditation coming up and other mandated trainings from the NHDOE, we will need early release hours for teachers/staff. The staff were split on which one proposed early release options (once a week for an hour or 2 hours once a month. We are in a tough place, although we have instructional hours, we will need to figure out this early release calendar in which we need 40 hours to get this work done. He asked each of the Principals to weigh in on their staffs' perspectives.

Discussion ensued on work to be done, staff meetings, hours of trainings, childcare etc.

Ms. Ingham made a motion to accept the Academic Calendar for 2022-2023 without the early release days for an informational form to go out regarding after-school care and transportation, seconded by Mr. Edelman.

Roll Call Vote: All in Favor

10. 2nd Public Comment-

Vanessa Matias (Kingston)-I just want to give you guys a little bit of insight, so Aiden started in this district in kindergarten. So, he's a senior this year so he's been in the Y program since kindergarten so essentially 12 years. So, the Y program right now is not at full capacity because of COVID, but every other year that my children were in there it was a battle, like it literally opened up and you got the advantage of being in the program and it was like you text all your friends, "Quick! Sign up!" Tom when we had talked about early release days being every week, that was one thing that I emphasized with you. I want to be the voice of a dual working family and I think as a district, if there's things that you guys need for professional development, then you should have already been putting plans in place for parents. It has to be a give and take relationship. You have to offer something for parents, for example Isaiah next year I've mentioned the sports has always been a problem. They get out early my kids are floating around, how am I getting back to sports. they have a game at four, it's a disaster so if they have a four o'clock game and they get out at 12 30, what do these kids do? They don't have transportation. So, I'm fortunate that I have a senior but that's going to go away next year. So, if you offer the middle school kids an after-school program, but parents don't have somewhere to send the younger children then what do you do with the younger kids? You have to find something like you have to work with parents and I'm glad that you guys are looking at something because I said it in the beginning when we were talking about this. So that's just me. Oh, and it's \$45 per kid. I had three kids in the Y now. I sign them up for full time because you get a discount, but if you're doing two days and you have three kids you don't get a discount, so it adds up very quickly. From a parent standpoint, if it's 500 for you guys to do subs well guess what if I have two kids, it's 360 dollars. Why is the burden on me as a parent when you need more professional development time? Either you foot the bill, you do it before/ after school hours or you find a program that's free to parents.

Courtney Hewett (Kingston)- Vanessa has a great point and I do want to also bring up just a few comments so not only do you have the Y, but I work on the board of the one of the local daycares and daycares are maxed out. They don't have enough teachers to support it so even the options for sending someone outside of the Y is limited. So, keep that in mind. I just want to make sure that just because I've been listening that you guys walk away understanding what the actual ask is. So, I know that Dawn, you reiterated it, but I think as a group you guys should probably say, hey we need 40 hours we need it to be cost 3 and that you guys walk out of this knowing exactly what everyone wants and needs out of the plan and somewhat related you guys have a lot going on and it was encouraging for me to hear the things that I think are important; the curriculum and the facilities are top of mind for you guys. With a lot going on and you're talking about how you split up your time, if you focus on those priorities and maybe when you're developing those subcommittees, that facilities and curriculum are a priority. You put more people on those and focus on those and fix those and some of those other issues that you're having may fall out.

Mr. Edelman asked to speak about his experience and the culture of the district. Chair Dutton asked if he could put it on the next agenda as he was moving off the agenda topics. He agreed to bring it to the next agenda.

11. Other Business

11.1 Next Meeting Agenda

11.2 Announcements

10.2.1 The next Sanborn Regional School Board meeting will be held on Wednesday, April 6, 2022, at 6:00 PM in the Library at Sanborn Regional High School.

12. Non-Public Session-RSA 91-A: 3 II

Mr. Baker made a Motion to enter a non-public session per RSA 91-A:3 II seconded by Ms. Mahoney.

Roll Call Vote: All in Favor

13. Adjournment- Chair Dutton adjourned the meeting at 7: 52 PM

Minutes respectfully submitted by:
Phyllis Kennedy

School Board Secretary

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**Sanborn Regional School Board
Continuing Public Minutes**

3-16-2022

**Mr. Baker made a Motion to exit the non-public session per RSA 91-A:3 II,
seconded by Ms. Ingham**

Roll Call Vote: All in favor

Time: 8:15 PM

**Ms. Mahoney made a Motion to seal the Minutes in perpetuity, seconded by
Ms. Ingham**

Roll Call Vote: All in favor

Meeting adjourned at 8:15 PM