

# SANBORN REGIONAL SCHOOL BOARD

## MEETING MINUTES

June 16, 2021

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A meeting of the Sanborn Regional School Board was held on Wednesday, June 16, 2021, in the Library at Sanborn Regional High School.

### SRSD SCHOOL BOARD MEMBERS:

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

### STUDENT COUNCIL REPRESENTATIVE:

Jocelyne Lampron

### ADMINISTRATORS:

Thomas Ambrose, Superintendent  
Matthew Angell, Bus/Admin (Excused)

#### 1. CALL TO ORDER

Meeting called to order at 6:01 PM by Chairperson Dawn Dutton followed by the Pledge of Allegiance.

#### 2. ACTION ON MINUTES- Review of Minutes of [6-2-21](#) and [6-10-21](#)

**Chair Dutton asked for a Motion to accept the Minutes of June 2, 2021, moved to approve by Ms. Ingham and seconded by Ms. Bashaw.**

No discussion

**Vote: All in favor**

**Chair Dutton asked for a Motion to accept the Minutes of June 10, 2021, moved to approve by Ms. Ingham and seconded by Ms. Bashaw.**

No discussion

**Vote: All in favor**

3. COMMUNICATIONS

3.1 Distribution of Manifest Documents- Chair Dutton circulated the Manifests for signatures from Board Members.

3.2 Nominations

The Superintendent recommends the following personnel for nomination for the 2020-2021 school year.

<u>School</u>	<u>Position</u>	<u>Actual Salary 2021-2022</u>	<u>Budgeted Salary 2021-2022</u>
<u>High School</u>			
Paige Driscoll	Art Teacher	\$40,041	\$60,622
<u>District</u>			
Laura Youngberg-		\$55,247	\$55,247
(Special Education School Counselor)			

**Ms. Mahoney made a Motion to approve the Nominations, seconded by Ms. Ingham.**

No discussion

**Vote: All in favor**

3.3 Resignations

The Superintendent recommends accepting the following resignations for the 2021-2022 school year:

Bakie School

Hannah Feneberg                      Grade 1 Teacher

**Ms. Mahoney made a Motion to accept the Resignations, seconded by Ms. Bashaw.**

No discussion

**Roll Call Vote: All in favor**

3.4 Superintendent's Report

- Draft plan for 2021-22 School Year-framework in place but still working on it and waiting for CDC guidelines as well.
- Summer masking-currently mask optional for grades 7-12. More information coming from CDC and we will keep you informed via school website.
- Book order-an updated inventory by Dr. Haynes of our books revealed that K-5 we will need the most, which will be funded through ESSER II funds.

Mr. Fitzpatrick asked about specifics of the book needs and costs. He expressed his concern over the lack of history book offerings. In addition, he suggested setting up a formal documentation for maintaining the ownership of books between teachers' and the SRSD as some teachers bring in books for students and rightfully take them when they leave.

Mr. Ambrose said his concerns are currently being addressed.

- Graduation- was very successful despite a bit of rain and having it held on the field was a great way to highlight our facilities.
- Promotions/award events- held at the three other schools went very well with parent feedback quite positive.
- Strategic Plan- the progress report of this plan will be highlighted for the next year in the Superintendent's Report. He has met with all PreK-12 teachers as well as 7<sup>th</sup> and 8<sup>th</sup> grade students and overall the most requested feedback is to improve academic rigor and (for students) to have more confidence about their test taking skills.
- Athletics Update- Mr. Ambrose read the following highlight from Mr. Dawson's report:

*Looking forward to the fall of 2021 and beyond, we hope to be "back to normal" as much as possible for the coming seasons, and full schedules are coming together this month. As we have discovered, there are no guarantees, of course. I am working with a new vendor to introduce a much improved online student-athlete registration process, will continue to upgrade our facilities and uniforms as much as I can, and will be putting in place some new ways of promoting Sanborn Athletics through social media this coming year. More information about registration for fall sports will be sent via email in early July.*

4.

COMMITTEE REPORTS

- 4.1 Policy- Ms. Ingham said no new report (on recess for summer).
- 4.2 EISA-Ms. Mahoney said she would report at next meeting on 8-18-21.
- 4.3 Finance-Mr. Fitzpatrick said they met tonight and reviewed projected year-end balances. They are not firm but we are looking at 1.8M with the presumption that the Board approves the 2.5% retainer.
- 4.4 Facilities-Mr. Baker reported on the following two meetings:

June 10, 2021 Facilities Meeting Report for School Board June 16, 2021

The Facilities Committee met on Thursday June 10th. The meeting was called to order at 3:30PM. Jamie Fitzpatrick, Pete Broderick, Jim Baker, Superintendent Ambrose, and School Safety and Facilities Manager Dan Doyle were present.

The Committee discussed needed paving of parking lots at Bakie and Memorial schools. Mr. Doyle explained paving recommendations and provided maps of areas needing paving. At the conclusion of the discussion, the committee voted to recommend \$49,000 per school. The funds would cover seal coating and repair at Memorial and paving about 50% at Bakie with a focus on the lot in front of the Kindergarten wing along with the entrance, and a path going to the back of the school. The proposed paving is on this evening's agenda for discussion by the full board.

June 14, 2021 Facilities Meeting Report for School Board June 16, 2021

The Facilities Committee met again on Monday June 14, 2021. The meeting was called to order at 3:30PM. Jamie Fitzpatrick, Jim Baker, Superintendent Ambrose, and School Safety and Facilities Manager Dan Doyle were present.

The Committee discussed proposals to replace circulator pumps on the boilers at Bakie. As you know, the full board voted to replace the two boilers at Bakie. According to Mr. Doyle, the pumps are about 30 years old. One has recently failed.

Replacement of the pumps was a component of the bid to replace the boilers. The winning bidder for the boiler replacement, Granite State Plumbing quoted \$88,000.00 to replace the pumps. This includes relocating the pumps from scaffolding above the boilers to ground level where they can be more safely accessed for maintenance. Mr. Doyle worked with our insurance company to get \$43,000.00 of the cost covered by insurance. After a \$3900 rebate from our utility company, the net cost will be about \$41,000.00. The committee voted to recommend this purchase. The

proposed pump replacement is on this evening's agenda for discussion by the full board.

The next Facilities Committee meeting is scheduled for September 1 at 3:30PM.

4.5 Public Relations- Ms. Mahoney has no recent report.

4.6 Personnel-Ms. Dutton has no report with 8-18 as the next meeting.

4.7 SST- Mr. Ambrose has no recent report.

4.8 Budget- Ms. Bashaw has no recent report.

4.9 Wellness-Mr. Ambrose has no recent report.

5. STUDENT COUNCIL REPRESENTATIVE REPORT – Chair Dutton invited new Student Representative Jocelyne Lampron to introduce herself. Jocelyne said she is a junior and is interested in communicating with students and bringing their concerns to the Board to make everyone happy.

6. 1<sup>ST</sup> PUBLIC COMMENT – Annie Collyer (Newton)-has had occasion to be in some of the classrooms this year (as a substitute in trying to keep schools open) and on this whole books thing, the kids really use them. They are reading on a daily basis and enjoy spending any free time doing more of it. They are all at different levels but they love their books!

Chair Dutton clarified the rules for speaking as Board Members; raising hands, waiting for all to have a turn, etc. so that the meetings can run effectively.

7. NEW BUSINESS

7.1 Substitute pay for 2021-2022 –Superintendent Ambrose reported that during the COVID crisis, the Board voted to raise the pay to \$130 and he is recommending that we lower that. Our original rate was \$90 a day and to stay competitive, he is recommending \$95 as Exeter is at \$97.

Ms. Bashaw asked about Timberlane's rate.

Mr. Baker asked about the total costs.

Mr. Ambrose does not have that information available tonight.

**Ms. Mahoney made a Motion to set the Substitute pay for 2021-22 at \$95 a day, seconded by Ms. Ingham.**

**Vote: All in favor**

7.2. Policies

7.2.1 JIC-Student Conduct (new) - for 1<sup>st</sup> & 2<sup>nd</sup> Read

Mr. Ambrose said this policy must be approved tonight to be in place by July 1<sup>st</sup>. It is designed to implement progressive discipline that moves a student along a continuum, which is what we do as best practice.

Ms. Ingham asked about Restorative Practices as noted in the policy.

Mr. Ambrose said it means that the student's consequences involve restoring the damage that has been done and this can mean a wide range of actions, depending on the situation.

**Mr. Baker made a Motion to adopt Policy JIC for a 1<sup>st</sup> and 2<sup>nd</sup> read, seconded by Ms. Mahoney.**

No further discussion

**Vote: 5 in favor, 1 abstention (Bashaw). Motion passes.**

7.2.2 JICD-Student Discipline and Due Process- for 1<sup>st</sup> and 2<sup>nd</sup> read

Ms. Ingham reported that this is essentially the process for how to address a child that acts out against the conduct and how the administrators will take action.

Ms. Dutton asked about several question that were previously brought up to Superintendent Ambrose on this policy.

Mr. Ambrose said he and NHSBA attorney Will Phillips addressed them as evidenced in the policy.

**Ms. Mahoney made a Motion to adopt Policy JICD for a 1<sup>st</sup> and 2<sup>nd</sup> read, seconded by Mr. Baker.**

**Vote: 4 in favor, 2 abstentions (Bashaw, Fitzpatrick).**

7.2.3 IHBC-Establishing Criteria for Special Education Evaluations- Ms. Ingham reported this is for a 2<sup>nd</sup> read as previously reviewed at last meeting.

**Mr. Baker made a Motion to adopt Policy IHBC for a 2<sup>nd</sup> read, seconded by Ms. Ingham.**

**Vote: All in favor**

7.2.4 IHBAA-Evaluation Requirements for Children with Specific Learning-Disabilities- Ms. Ingham reported this is for a 2<sup>nd</sup> read as previously reviewed at last meeting.

**Ms. Mahoney made a Motion to adopt Policy IHBAA as a 2<sup>nd</sup> read, seconded by Ms. Ingham.**

**Vote: All in favor**

### 7.3 Facilities Items for Approval

7.3.1 Pumps at Bakie School-Mr. Ambrose reported the Facilities Committee has recommended purchasing the pumps (using 43K in insurance money that Mr. Doyle secured) which will offset the 88K cost. Mr. Doyle also secured a \$3900 rebate, which will offset the 88K as well. (Leaving roughly 41K)

**Ms. Bashaw made a Motion to approve the purchase of the boiler pumps at Bakie School, seconded by Ms. Ingham.**

Ms. Mahoney asked where the funds would be coming from. Unexpended or district funds?

Mr. Ambrose said the remaining \$41K would come from Unexpended Funds at year-end.

Mr. Fitzpatrick further clarified the details of the purchase.

Mt. Ambrose commended the Facilities Committee for a job well done and Mr. Doyle for his part in securing the funds.

**Vote: All in favor**

- 7.3.2 Tar at Memorial School and Bakie School- Mr. Ambrose reviewed the Facilities Committee's recommendations for repairs to both schools. He is asking the Board to authorize the district to expend or encumber (in case they cannot find a company to perform the job now before July1) up to \$49K for each school.

Mr. Baker added that the remainder of the work at Bakie not completed would go into the Capital Improvement Plan (CIP).

**Ms. Bashaw made a Motion to approve authorizing the District to expend or encumber 49K for the tar jobs at Memorial and Bakie schools, seconded by Mr. Fitzpatrick.**

Ms. Mahoney commented that she is not in favor of using unexpended funds and asked why this was not put into the budget.

Mr. Ambrose said it was a slow deterioration. We have almost \$3M at the end of the year, which we have been conservative with but the Board can vote not to do this if they so choose.

Mr. Fitzpatrick is also not in favor of using unexpended funds but believes that with inflation and building materials, doing this now at this cost makes sense. He mentioned using a warrant articles if we need to

Ms. Ingham asked about a liability risk.

Mr. Ambrose said that is a tough answer. It has gotten a lot worse and this district has neglected these properties for a long time. We need a clear CIP plan that has dollars attached to fix things to do things right. This is not a tear-end spending spree and the Facilities Committee has done a great job.

Mr. Baker said there is a CIP plan in progress.

Ms. Mahoney clarified that she is in favor of planning for and maintaining our facilities.

**Vote: All in favor**

- 7.3.3 Baseball Field Leveling- Mr. Ambrose reported that Chase Field is not level due to erosion and therefore unsafe and Mr. Doyle is confident he



can repair it in-house although he may have to parse out some of the job (e.g., excavation).

**Mr. Ambrose asked for a Motion to allow the district to encumber up to 20K for soil, leveling and grading, moved by Mr. Baker, seconded by Ms. Bashaw.**

Mr. Baker commented that with the community use of the field, perhaps there is a community member that can assist.

Ms. Ingham said she could help with the names of people (with a business or equipment that could help.

Mr. Ambrose added that we should revisit our policy regarding facilities use regarding some kind of donation or fees for using the fields, because the district is picking up the costs.

Discussion ensued on other fields needing work and usage of all fields.

**Vote: All in favor**

7.3.4 Cameras at Bakie School- Mr. Ambrose reported that the Facilities Committee has been discussing this since November. Gordon Parks has done a fantastic job of whittling down the numbers to between 22K and 25K from 46K.

Mr. Fitzpatrick gave details on the history and specifics of the camera needs at Bakie School.

**Mr. Ambrose asked for a Motion to authorize up to 25K for Bakie Cameras, moved by Ms. Bashaw and seconded by Ms. Mahoney.**

**Vote: All in favor**

7.3.5 Central Office walls- Mr. Ambrose reported that the district has rented an additional office at the SAU Central Office, which needs walls, ventilation and electrical work for obtaining a permit. We will get back to you with updates and pricing.

#### 7.4 Authorizations

7.4.1 Authorize Superintendent to hire over the summer of 2021- Mr. Ambrose reported that this request is standard because we don't meet for a period over the summer and we have positions to fill.

Ms. Bashaw asked how many positions we have left to hire.

Mr. Ambrose said, not a lot. We are doing pretty well.

**Ms. Mahoney made a Motion to authorize the Superintendent to hire over the summer of 2021, seconded by Ms. Bashaw.**

**Vote: All in favor**

7.4.2 Authorize Superintendent to issue long-term suspensions-Mr. Ambrose said this is also a procedural Motion per the policy you just approved. You will authorize me and I will then then authorize the Principals and Assistant Principals to issue suspensions, a standard annual practice.

**Ms. Ingham made a Motion to authorize the Superintendent to issue long-term suspensions, seconded by Ms. Bashaw.**

Mr. Fitzpatrick asked if this related to a policy.

Mr. Ambrose said prior to Policy JICD, the Board would annually approve this practice, so it is standard policy.

**Vote: All in favor**

7.5 Consideration of participation in litigation against JUUL Labs, Inc.

Superintendent Ambrose reported that our attorney Jim O'Shaughnessy approached him about the costs associated with vaping and informed him of a mass-action lawsuit that is in progress to recover past and future monetary damages incurred by public schools related to vaping.

Mr. Ambrose added that vaping is a huge problem at Sanborn and he is happy to pursue this and join a large number of school board across the country. You will hear a presentation and then decide if you want to proceed with this.

Mr. Ambrose welcomed Attorney William Shinoff from Frantz Law Firm who explained his background and outlined the mass-action lawsuit saying he represents over 300 school districts in 22 states. JUUL Labs, Inc. owns 80% of the vaping market.

Discussion ensued.

**Ms. Dutton made a Motion to approve the School District’s participation as a plaintiff in the mass action lawsuit against JUUL Labs, Inc. and to authorize the Superintendent to take the action necessary for the School District to file claims in the mass action lawsuit. Motion seconded by Ms. Mahoney.**

Mr. Fitzpatrick commented that as a matter of principal, he is opposed to these types of lawsuits.

Ms. Mahoney commented that she is in favor of this moving forward given the severe impact that smoking had on several people’s health that are close to her, who started smoking at a young age. If she could go back in time, she would sue the tobacco companies for marketing to kids.

Mr. Baker commented he is in favor of this given the successful mitigation of the tobacco companies and thinks this will be a public health benefit.

**Vote: 5 in favor, 1 opposed (Fitzpatrick)**

8. OLD BUSINESS

8.1. High School Math Program-Dr. Haynes presented that grades 7-12 math pilot program for 2021-2022. The EISA Committee has heard the summary of how this selection process went in the spring in choosing the program the district will use to improve learning losses due to COVID and simultaneously pilot to see what we might be using in the future for some standards aligned curriculum program for grades 7-12. Through extensive research both locally and nationally on how math curriculum is arranged, Dr. Haynes found that there is no big difference in which course arrangement achieved better results. However, what does become a deciding factor is the abilities of the teachers that you have on staff and the affinity or comfort level they have with teaching algebra or geometry, as they are very different methods.

They looked at the traditional algebra-geometry-algebra with the *Envision* program as well as the *Illustrative Math*. The 7-12 teachers chose the Illustrative Math program as the pilot math program for next year and some of the ESSER II funds would pay for the materials.

Mr. Baker asked if this would start in September of 2021 and Dr. Haynes said it would because of the attention that needs to be given to learning losses suffered by students during COVID.

Ms. Bashaw asked about the difference between this Illustrative Math program and the Envision Math program. Dr. Haynes explained how math writers for two different companies have two different sets of programs but only differ by style (like cars) and it comes down to preference. She added

that it is better that K-6 will not be a match in style for 7-12, as they do not have to follow suite and match like china.

Ms. Bashaw said she is glad they did not rush into it and get the same program.

This is informational and no Motion needed.

Mr. Ambrose commended Dr. Haynes for her hard work on choosing this program as well as the math committee.

Mr. Fitzpatrick agreed and commended the work done by Dr. Haynes, EISA, and teachers.

- 8.2. Contingency Funds- Superintendent Ambrose explained that what happens annually is we reserve monies in a Contingency Fund that get returned to the taxpayers one year later, just in case we have an emergency. The amount that will go back to the taxpayers this year (2020-2021) is \$569,245. We estimate today, that including those funds, we will have \$3,005,000 to return to taxpayers at the end of the year.

Next year's Contingency Fund is 2.5% and that amount is \$545, 012 so I am asking for a Motion to retain that Contingency Fund for one more year with the expenses we discussed earlier this evening and a few other additional expenses, we would be looking at giving back roughly \$1.8 M at the end of the year.

**Ms. Bashaw made a Motion to approve retaining 2.5% of the budget or \$545,012 for the Contingency Fund for the 2021-22 year, seconded by Mr. Baker.**

Mr. Ambrose said this is only used for dire emergencies.

Mr. Fitzpatrick clarified the reconciliation of \$3M down to \$1.8M as follows:

\$260K-One-time Special Education charge,  
\$545K-Contingency Fund  
\$300K –Boiler pumps  
\$100K- Tar  
\$25K- Cameras

Ms. Bashaw asked if this practice is normal procedure.

Mr. Baker and Mr. Fitzpatrick affirmed it is.

**Vote: All in favor**

8.3 Budget Adjustment- Superintendent Ambrose asked for a Motion to approve the budget adjustment as written by Mr. Angell and proposed by Mr. Angell that reflects all the items discussed tonight.

**Ms. Bashaw made a Motion to approve the Budget Adjustment, seconded by Ms. Ingham.**

Mr. Ambrose delineated the budget items (same as Mr. Fitzpatrick's list) plus legal services.

Ms. Mahoney asked about the warrant article monies, which Mr. Ambrose said is already accounted for.

**Vote: All in favor**

9. 2<sup>ND</sup> PUBLIC COMMENT

Annie Collyer (Newton)-A couple of things I wish you had spent money on (even though I am against that idea; playground chips at Memorial and vape detectors in the bathrooms. Having people work on our fields with power equipment will need insurance certifications. Good job on the 1.8 Million to taxpayers. What is happening with intervention and when will we see a plan that fleshes that out. Also, will there be homework for younger kids in math.

Mr. Ambrose said the chips have been ordered and you will be seeing some proposals for vape detectors soon. They are an expensive item so he will review with his team and put together a budget proposal for this very serious problem. There will be homework for the young math students.

Mr. Fitzpatrick said playground equipment is being assessed at Memorial (besides putting down chips there) and the vaping detectors will have to be fastened as to deter breaking.

Ms. Ingham mentioned grants exist for vaping equipment, which she will send to Mr. Ambrose.

10. OTHER BUSINESS

10.1 Next Meeting Agenda- Send items to Chair Dutton and Mr. Ambrose.

10.2 Announcements

10.2.1 The next Sanborn Regional School Board meeting is scheduled for **Wednesday, August 18, 2021 at 6:00 PM in the Library** at Sanborn Regional High School.

11. NON-PUBLIC SESSION-RSA 91-A: 3 II (b) (c)

**Mr. Baker made a Motion to move into Non-public Session per RSA 91-A: 3 II (b) (c), seconded by Ms. Mahoney.**

**Roll Call Vote: All in favor**

12. ADJOURNMENT – at 8:42 PM by Ms. Dutton

Minutes Respectfully Submitted by:

Phyllis Kennedy, School Board Secretary

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## **Continuing Public Minutes of 6-16-21**

### **SANBORN REGIONAL SCHOOL BOARD**

School Board members present- Ms. Dutton, Mr. Baker, Ms. Mahoney, Ms. Bashaw, Mr. Fitzpatrick, Ms. Ingham. Excused: Mr. Broderick

**Ms. Bashaw made a Motion to exit the non-public meeting at 9:20 PM, seconded by Mr. Baker.**

**Roll Call Vote: All in favor**

Public meeting re-convened at 9:20 PM

**Mr. Baker made a Motion to seal the non-public Minutes in perpetuity, seconded by Mr. Fitzpatrick.**

**Roll Call Vote: All in Favor**

Meeting adjourned at 9:20 PM

Recorder: Mr. Thomas Ambrose