

SANBORN REGIONAL SCHOOL BOARD

MEETING MINUTES

December 16, 2020

(Via Remote Connection)

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 meeting of the Sanborn Regional School Board was held remotely on Wednesday, December 16, 2020. The meeting was called to order at 6:00 p.m. by Sanborn Regional School Board Chairperson, Jim Baker. The following were recorded as present:

SRSD SCHOOL BOARD MEMBERS:

Jim Baker, Chair
Peter Broderick
Dawn Dutton
Jamie Fitzpatrick
Larry Heath
Tammy Mahoney, Vice Chair
Charles Melvin, Sr.

STUDENT COUNCIL REPRESENTATIVE

Jake Tedford

ADMINISTRATORS:

Thomas Ambrose, Superintendent
Matthew Angell, Bus/Administrator
Dr. Haynes, Director/ Teaching & Learning
Matt Malila, HS Asst. Principal-Curriculum
Grace Evans, Secondary Math Coordinator

1. **CALL TO ORDER**

Meeting called to order at 6:00 PM by Chair Jim Baker with a reading of the [Right-to-Know Checklist](#) followed by the Pledge of Allegiance and a Roll Call attendance asking participants to identify their location and also identify who may or may not be at the location with them. All responded and the Roll Call attendance was complete.

2. **ACTION ON MINUTES-** Review of Minutes of [11-30-20](#) and [12-2-20](#)

Chair Baker asked for a Motion to approve the Minutes of 11-30-20. Motion moved by Mr. Fitzpatrick and seconded by Ms. Dutton.

No discussion

Roll Call Vote: All in Favor

Chair Baker asked for a Motion to approve the Minutes of 12-2-20. Motion moved by Mr. Fitzpatrick and seconded by Ms. Dutton.

No discussion

Roll Call Vote: All in Favor

3. **COMMUNICATIONS**

3.1 Distribution of Manifest Documents-Chair Baker checked with Mr. Angell to ensure that all signatures have been obtained on the Manifests. Mr. Angell confirmed that they have been obtained.

3.2 Nominations- Superintendent Ambrose reviewed the 3 nominations and asked for approval. He added that where you see a zero for budgeted salary is because they are positions being filled for one year due to COVID absences.

Chair Baker asked for a Motion to approve the nominations, moved by Mr. Heath and seconded by Mr. Melvin.

No discussion

Roll Call Vote: All in Favor

- 3.3 Resignations- Superintendent Ambrose reviewed one resignation and asked for an acceptance with regret. **Chair Baker asked for a Motion to accept the resignation, moved by Ms. Mahoney and seconded by Ms. Dutton.**

No discussion

Roll Call Vote: All in Favor

- 3.4 Superintendent's Report –Mr. Ambrose gave an update on the current COVID-19 situation; Bakie is open and hopes to remain open through Friday (11-18). We have 145 people on quarantine as a result of cases and he reiterated his previous comment that it is not the number of cases that are causing the problem; we are not having school transmission of COVID from student to student, our safety protocols are working. What we have is a lot people quarantining which is making it difficult for us to run the schools in person. He thanked the Board and Administrators for working together (mentioning Mr. Snyder, Mr. McCluskey, Mr. Stack, Ms. Desrochers, Ms. Rooney and Mr. Angell) to pool staff to keep Bakie open. Should our numbers continue to increase the focus will remain on keeping the early elementary open as much as possible. There have been some revisions made to the remote versus in person plans that will be shared at the next Board meeting on 1-6-21. Tomorrow will be a real snow day for the students with no screen time and fun activities. He relayed how appreciative the staff is of the Board's decision to give them the days off.

4. **COMMITTEE REPORTS**

- 4.1 Policy-Ms. Dutton reported the next meeting is being held on 1-6-21 at 4:30 PM. There will be 3 policies we need to discuss.
- 4.2 EISA- Ms. Mahoney said that the group met tonight at 4:30 and she will report out at the next board meeting. The next EISA meeting will be held on 1-20-21 at 4:30 PM.
- 4.3 Facilities- Mr. Baker said the group met today at 3:30 PM and he will report at the next board meeting. The next Facilities meeting will be held on 1-20-21 at 3:30 PM.

- 4.4 Finance-Mr. Fitzpatrick previously reported on the recent Minutes but wanted to read an additional note as follows: At School Board meeting following the subcommittee meeting, Ms. Mahoney raised the point of order that the Finance Subcommittee can recommend spending to the School Board but does not have the authority to approve on their own. The Motion was then raised for approval by the full School Board. Ms. Mahoney is correct regarding the authorization of the Finance Subcommittee. We will ensure that Motions are to recommend and not to authorize and I thank Ms. Mahoney for pointing this out.

- 4.5 Public Relations- Mr. Heath reported the group met on 12-9-20. The Minutes were approved for 10-14-20. We discussed a communication update on COVID-19 reviewing the 3 areas that allows schools to be open; the county case level, the transmission level and the staff available. All three work together. We also reviewed and discussed the Annual Report. The meeting was adjourned at 4:53 PM.

- 4.6 Personnel- Ms. Dutton reported the group met on 11-19-20. It was a fairly short meeting where we discussed creating and adding a new position which has already happened and we discussed goals and made a generalized goal to assist our Administration including but not limited to helping develop the Strategic Plan, helping to update job descriptions, and in any other ways needed. The next Personnel meeting is being held on 1-20-21 at 3:00 PM.

- 4.7 SST

- 4.8 Budget-Ms. Mahoney said it is budget season so the committee has met twice since we last met; on 12-3-20 and on 12-10-20. Their next meeting is tomorrow night (12-17-20) which will be a remote meeting that begins at 7:00 PM. The meeting on 12-10 was mostly a planning meeting to prepare for the presentation at the public hearing because the School Board has jurisdiction over the Default Budget. At the prior meeting on 12-3 they voted on a budget number which was an increase of \$55,657.70 which we can discuss since this is an agenda item later tonight.

- 4.9 Wellness

- 5. **STUDENT COUNCIL REPRESENTATIVE REPORT**- Mr. Tedford reported that Teacher Appreciation was celebrated today with snacks and coffee available for

all teachers. There is also a warm clothing drive being hosted by the National Honor Society and donations can be dropped off in the High School's vestibule.

6. **NEW BUSINESS**

6.1 [Math SAT Data Presentation](#)- High School AP/ Curriculum Director Matt Malia and Secondary Math Coordinator Evans presented SAT data analysis. Please click the ink to view.

Chair Baker asked if Khan Academy was still being used as prep for the SAT, if it was used this year and how many students participated. Also, what is the amount of time students are actually in math instruction?

Superintendent Ambrose encouraged the Board to watch the last EISA meeting regarding the time in math instruction as it was discussed.

Mr. Malila and Ms. Evans will find out the answer on the Khan Academy question.

Mr. Fitzpatrick asked for more detail on why the College Board organization is not providing the questions asked on the SAT.

Mr. Malila said Ms. Leavitt has also tried to obtain it and they (the College Board) have recently shut down access to it. Ms. Evans said they will continue to pursue it and other data available. She said despite that data, there are core skills they know need to be strengthened and mastered.

Mr. Ambrose concurred with Ms. Evans' comments and is also contacting the College Board as we want that information. He said building in time to talk about instruction; making it stronger as an organization is critical in helping students learn and in making learning more fun for them. He thanked the presenters for this first presentation which will be one of many.

Mr. Baker asked about next steps for improving instruction, timeline and ongoing assessments. Ms. Evans provided the details of her day in working across grades with staff and students. The timeline of instruction is detailed in the slides and the EISA Minutes. Dr. Haynes said many tests were suspended due to remote learning but looking at the assessments they have will be an important information piece of shoring up the entire instructional process.

Chair Baker asked about the new math program which Dr. Haynes said is in process and a lengthy report will be presented to the EISA Committee in March.

Mr. Fitzpatrick asked for a copy of the slide deck which will be provided to him.

- 6.2 [Food Service Agreement-SRSD & Fremont-](#) Mr. Angell reviewed the Memorandum of Understanding (MOU) which is available to view by clicking on the above link. This documents the arrangement in place whereby our food service company feeds the Fremont School District during the COVID period. He recommends that the School Board authorize us to sign this MOU which has also been approved by the Fremont School Board as well.

Chair Baker made a Motion to approve the Food Service Agreement MOU between SRSD and Fremont. Motion seconded by Mr. Melvin.

Mr. Fitzpatrick asked about the reimbursement which Mr. Angell said is at 100% during this emergency COVID situation. If the federal or state programs are changed, we would have to turn to Fremont to have them pay for their share of the costs.

Mr. Baker asked if the MOU expires and if there is a reimbursement menu that the state would charge if they stop the reimbursement. Mr. Angell said it expires at the end of the school year.

Mr. Ambrose said if the government stops subsidizing the lunches, the students have to pay the difference. Fremont did not have enough capacity for their K-8 program so they asked us to provide it and the state is asking for the documentation that we are doing that. The cost (if reimbursement stopped) would be based on a cost-per-student per school which Mr. Angell explained in detail and it seems adding that language to the MOU would be what the Board would prefer.

Mr. Fitzpatrick agreed it would be good to have it stated clearly in case anything changes.

Discussion ensued on funding and reimbursement.

Motion amended by Mr. Broderick to approve the Food Service MOU Agreement between SRSD and Fremont and should funding

cease or be reduced, Fremont will be responsible for funding the portion of meals for their students. Motion seconded by Mr. Melvin.

Roll Call Vote: All in Favor

7. **OLD BUSINESS**

- 7.1 **Early Release Days-** Mr. Ambrose explained that early release days are due to expire and the feeling of administration and staff is that we need to continue them due to the workload of COVID tracing, Professional Development, support for teachers in synchronous instruction, etc. so he would ask that they be continued for another six weeks or at least until February break.

Dr. Haynes completely agreed that there is so much going in the course of a day with the teachers' workload that the Early Release supports them well and ultimately benefits the students.

Mr. Baker made a Motion to approve Early Release days through February break, moved by Mr. Heath and seconded by Mr. Melvin.

Mr. Baker commented that 145 students on quarantine would make for a lot of layers that add to the complexity.

Mr. Fitzpatrick agrees that it makes sense given all that we have gone through and people need time to get the sessions the way they need to be and he supports this.

Ms. Dutton agrees that supporting teachers by giving more prep time allows them the time to create the different lesson plans for the two groups of students.

Roll Call Vote: All in Favor

- 7.2 **Update on Middle School Door Installation-** Mr. Angell said now that they know where the door will go; they are drafting the design plan to send to the state for approval. The lockers will be removed over Christmas break so it will move as soon as possible and we should see the doors fairly quickly. We have all the supplies in-house to get it done. Mr. Ambrose explained the reasoning behind the doors which allows for 2 classrooms

and the current set-up avoids disruption for the rest of the year for teachers and is working for students as well.

- 7.3 Budget- Superintendent Ambrose asked whether they plan on ratifying the budget that the Budget Committee adopted which was \$2,000 lower than the Default Budget, roughly a \$39,000 increase. He said we wanted that money to go towards a paraprofessional and we should make the decision about how the money is spent. If we want to allocate it to Special Education, it will not increase the Default Budget but it is up to the School Board as to how we spend the money.

Ms. Mahoney clarified that the Budget Committee added money for 2 items; \$3,000 to go to Southern Rockingham Coalition for Health Youth (SoRock) and the remainder (\$50,000) towards a paraprofessional at the Bakie School.

Mr. Ambrose said SoRock is very important and I support that motion.

Mr. Angel reported the numbers as follows:

- ◆ School Board has voted to approve Default Budget at \$35,527,941.94 (the actual report is rounded up).
- ◆ School Board has voted to approve the Operating Budget and presented to the Budget Committee the amount of \$35,470, 284.28.
- ◆ The Budget Committee increased that amount to \$35,525, 941.94 which is a \$55,657.66 increase.

Mr. Angell said the Budget Committee can make a recommendation where the budget goes but the School Board decides where it ends up. The Administration is recommending that the \$55,000 go to account number 10-1210-19-53300-0-70-00000 which is Other Professional Services for Special Education and that increase would not affect the Default Budget.

Chair Baker asked for a Motion to add the \$55,657.66 to our Proposed Budget, moved by Mr. Broderick and seconded by Ms. Dutton.

Ms. Mahoney supports adding it but has a concern about the Proposed Budget and the Default Budget being so close together. She cited a past year where they were the same amount and people were unhappy and wanted a choice. It feels manipulative to the electorate to have these

numbers so close. She would not want to see the unhappiness taken out by people voting against the teachers' contract.

Mr. Broderick said the numbers are the numbers. We have been transparent. If people are unhappy, they're not watching the videos. We worked very hard putting these numbers together because we are trying to run a 35M Company.

Mr. Fitzpatrick said his inclination is to support the budget. The reality is most people don't watch the videos. We have seen in the past when budgets are close together that people select the Default because they are used to doing that. So there is some risk as Ms. Mahoney mentioned.

Superintendent Ambrose said the Operating Budget aligns to the district's needs and I don't ever want the Default Budget. Do we need to lower it?

Mr. Angell said it is my understanding that this is the number that will go before the taxpayers so there is no modifying the budget now. The best option for the district is to recommend to the voters what we believe in; the Operating Budget.

Discussion ensued on the Operating Budget's number and the options that can affect its change as well as the Default's.

Superintendent Ambrose said you don't want to increase the Default Budget, you can add the money to the line previously mentioned because it is not adding back a previously reduced position. He said the question for the Board related to 2 Motions is:

(1) Are we going to support the amount that the Budget Committee proposed and be united or

(2) Where do you want that money allocated to; returning a staff member that previously existed so that it increases the Default Budget or allocate it to the account that Mr. Angell read, so that the Default is not increased. Another option is to lower the amount and send it back to the Budget Committee. He also said putting the money in the budget does not mean we have to spend it. In a 35.5 M budget it is not a bid sum at this time.

Ms. Dutton asked about the line item recommended by Mr. Angell and how it meets the Budget Committee's intentions.

Mr. Baker said it is a partial position and not a full position.

Mr. Broderick said the confusion is in the Budget Committee mentioning where they wanted the money spent which they have no purview on.

Mr. Fitzpatrick prefers to stick with our budget and the added money can be used where it is deemed necessary.

Mr. Heath said we should stick with the budget we started with and hold to that. We can explain to the Budget Committee that this is the budget we determined that we need and there is no reason to increase the money. I would no on the additional money.

Mr. Baker moved the Motion to add \$55, 657.66 to our budget.

Roll Call Vote- 5 in Favor, 1 opposed (Heath), 1 abstention (Melvin) Motion passes.

Mr. Angell said he will need to know what account to put the money in. He adding it would be a budget transfer that will go before the Finance Committee. If we hire a paraprofessional it will be an added position that would go before the Personnel Committee.

Mr. Broderick said let's move forward with it. There will be all checks and balances.

Mr. Fitzpatrick made a Motion to assign the \$55,657.66 to the account number 10-1210-19-53300-0-70-00000. Motion seconded by Mr. Broderick.

Ms. Dutton said the money can be used in this account however is appropriate which meets the Budget Committee's intentions as well. I support this Motion.

Roll Call Vote- 6 in Favor, 1 abstention (Melvin) Motion passes.

8. Other Business

8.1 Next Meeting Agenda-Submit agenda items by the Thursday before the next meeting.

8.2 Announcements

8.2.1 The next Sanborn Regional School Board meeting will be held on **Wednesday, January 6, 2021 at 6:00 PM** in the Library at

Sanborn Regional High School **with a public hearing on donations to begin at 6:30 PM.**

8.2.2 The next Budget Committee meeting will be held remotely on **Thursday, December 17, 2020 at 7:00 PM.** See links at www.sau17.net

9. Non-Public Session-RSA 91-A: 3 II (c) (e) (l)-

10. Adjournment- Chair Baker adjourned the meeting at 7:45 PM

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**SANBORN REGIONAL SCHOOL BOARD
CONTINUING PUBLIC MINUTES**

**December 16, 2020
(Via Remote Connection)**

Mr. Heath made a Motion to ratify the Collective Bargaining Agreement (CBA) between the Sanborn Regional School District and the Professional Staff (Teachers). The Motion was seconded by Mr. Broderick.

Superintendent Ambrose summarized by saying there has been some language changes that include changes to the stipends in the way that they occur. There has been a small increase in the stipends that is congruent with the salary increases. We also talked about the rifting language which has been rectified. The Board and the Teachers' Union have agreed on raises of 1.5% in year one, 2% in year two and 2% in year three, including steps.

Roll Call Vote: All in Favor

Mr. Heath made a Motion to ratify the contract with the Administrative Group. Motion seconded by Mr. Broderick.

Superintendent Ambrose summarized by saying this group did not have hardly any language changes. The administrators asked for clarification around the district's contribution to annual dues for professional groups but there was no increase in cost in that language. Basically, it just more memorializes the contribution to dues annually and caps at an amount of \$2500 per administrator and that is congruent with what we've always done. Regarding the salary increases, the administrators do not receive steps which is important for the community to know. The administrators only receive a straight increase and they did negotiate a 1.5% increase for this year and 2.75% for an additional three years and that's pretty much all this agreement. There were not a lot of language conversations. It's important to note that the administrators work with their union to cap their health care costs to offset the raises. So, in year one at 1.5% their health care is capped at 4% and in years two, three, and four it's capped at a 6% increase, so their union has agreed to limit the increase in cost for their health insurance in return for some of the salaries.

Roll Call Vote: All in Favor

Mr. Fitzpatrick said people should take note that in this year of COVID-19, the first year that we are coming into both of these Agreements; you are looking at a 1.5% increase. I think there has been acknowledgment by both the teachers and the Board of the

difficulty that we are in from a community perspective and the limiting of the raises to 1.5% is a demonstration of the recognition of what the community has gone through and I just want to make sure that was said.

Mr. Heath made a Motion to go into Non-Public Session 91-A: 3 II (c) (e) (I), seconded by Ms. Mahoney.

Roll Call Vote: All in Favor

**SANBORN REGIONAL SCHOOL BOARD
CONTINUING PUBLIC MINUTES
December 16, 2020**

Mr. Baker made a Motion to accept the Early Retirement as discussed in the Non-Public Session, seconded by Mr. Heath.

Roll Call Vote: All in Favor

Mr. Heath made a Motion to seal the Minutes in perpetuity, seconded by Ms. Mahoney.

Roll Call Vote: All in Favor

Recorder:

Phyllis Kennedy