

**SANBORN REGIONAL SCHOOL BOARD
MEETING MINUTES**

October 21, 2020

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A meeting of the Sanborn Regional School Board was held on Wednesday, October 21, 2020. The meeting was called to order at 7:05 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 (Excused)
Dawn Dutton
Jamie Fitzpatrick
Larry Heath (via remote)
Tammy Mahoney, Vice Chair
Charles Melvin, Sr.

STUDENT COUNCIL REPRESENTATIVE

Jake Tedford

ADMINISTRATORS:

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

1. **CALL TO ORDER**

Meeting called to order at 7:05 PM by Chair Jim Baker with the Pledge of Allegiance followed by a Roll Call attendance asking those remote participants to identify their location and also identify who may or may not be at the location with them. One remote member (Mr. Heath) responded that he was alone in his office at home and the Roll Call attendance was complete.

2. **ACTION ON MINUTES**- Review of Minutes of [9-30-20](#), [10-7-20 \(Emergency Mtg.\)](#) and [10-7-20](#)

Chair Baker asked for a Motion to approve the Minutes of 9-30-20. The Motion was moved by Ms. Mahoney and seconded by Mr. Melvin.

No discussion

Roll Call Vote- All in Favor

Chair Baker asked for a Motion to approve the Emergency Meeting Minutes of 10-7-20. The Motion was moved by Ms. Mahoney and seconded by Ms. Dutton.

No discussion

Roll Call Vote- All in Favor

Chair Baker asked for a Motion to approve the Minutes of 10-7-20. The Motion was moved by Ms. Mahoney and seconded by Ms. Dutton.

No discussion

Roll Call Vote- All in Favor

3. COMMUNICATIONS

3.1 Distribution of Manifest Documents- Chair Baker circulated the document and it was signed by School Board members.

3.2 Nominations-None

3.3 Resignations-None

3.4 Superintendent's Report- Mr. Ambrose asked to move his report to Agenda Item 8.1 -Update on the Reopening of School as he is covering that item and the other items listed.

4. COMMITTEE REPORTS

4.1 Excellence in Student Achievement (EISA)-Ms. Mahoney said they met earlier today and she will report at future meeting.

4.2 Facilities- Meeting cancelled/No report

4.3 Finance-Mr. Fitzpatrick reported that the group met on 10-14-20. In attendance was Mr. Baker, Mr. Broderick, Mr. Angell, Superintendent Ambrose and himself. Chair Baker read the notification authorizing the remote meeting. Minutes as follows:

J. Fitzpatrick noted amendment – Page 1. Change \$10 Transfer to \$10,000 Transfer. Moved to amend and accept and Motion 2nd by Baker. A unanimous roll call vote approval was held.

Review of revolving funds.

Special Ed Fund	Sept balance	\$241,148.47
Capital Improv and Maint Fund	Sept Balance	\$223,012.72 (Increased 50K from warrant article)
Unanticipated Education Exp Fund	Sept Balance	\$150,183.39 (Increased 75K from warrant article)
Revolving Fund Balance	Sept Balance	\$159,054.47

Rentals through Sept is \$35K – Primarily SLC

J. Baker noted that total is \$773,398 and \$569,245 in withheld unexpended, plus 11,666 for October Rent is \$1,354,309.

J. Fitzpatrick noted that we were showing a \$159K Balance.

On 9/2 – we said using 5/31 Balance (193K) we estimated \$227K but only at \$159K

35K in expenses this year and since May another 80K. What were these expenses? M. Angell will review and confirm. He believes it is the chrome books and the staff laptops.

M. Angell then shared Spending and Revenue reports for FY21.

Health Insurance Expenditures	Unencumbered = \$764,302
Expenditures (Without Health Ins)	Unencumbered = \$3,754,074

M. Angell stated that for the most part the system issues are now behind us with some dialing in needed still with opening balances over the next couple of weeks Revenues – Recording as receivables the town tax submissions. Currently at \$27.4 with a budget of \$35.3 Difference being primarily Fremont Tuition and Adequate Education Grants from state that are not yet due Other Local revenue - \$374K – Which is a return of Insurance premiums (claims less the amount paying into funds and this is returned)

M. Angell reviewed the NH DOE25 and the MS24 State forms DOE 25 Surplus funds to come back to the taxpayers will be \$2.3M. This is after withholding \$569K. MS-24 – Used to estimate tax rates. M. Angell stepped through the expected sources of revenue.

J. Baker asked about the Medicaid reimbursements. Medicaid distribution is anticipated at 0. It used to be \$90-\$130K / year. (Now need Doctor's prescription to get reimbursed). J. Baker asked what is needed to be able to collect again. M. Angell to review and get back to the committee.

M. Angell then reviewed the Audit report. We again received a clean opinion.
2 Minor, non-material findings

- \$10,985 to recognize revenue for unexpended Grants. M. Angell noted that to do this our records would no longer match states and that we we're not going to be out of sync with state as auditors suggested.
- \$4,536 cash balances reconciling errors. Void checks/Stale checks that we need to address. M. Angell to get exact listing, reconciliation needed to provide information back to the committee

M. Angell noted that if we were under Accrual accounting, we would have \$24.5M unfunded Pension liability.

J. Baker asked about status of reimbursements from the Hockey boosters.

M. Angell will look into current year FY21. Does not believe paid yet as hockey has not started.

For FY20, M. Angell believes up to date but will verify and report back.

J. Fitzpatrick asked if we had received any recommendations for improvements as we asked for last year. M. Angell noted that this was still due and he would report to the committee when received.

M. Angell did ask them to look into segregation of duties as he wanted to make sure that they looked into that as we do have some areas of crossover.

M. Angell then reviewed the estimated tax rate.

- Kingston Estimate for schools -16.06
- Newton Estimate for Schools -21.46

Note – THESE ARE ONLY ESTIMATES. IT WILL CHANGE

And before any re-assessments from Newton and does not include Town tax rates or county tax rates.

M. Angell confirmed that the towns have 100% of the needed information. There is nothing further that they are waiting on from the school as occurred last year.

M. Angell to send the final Spreadsheet that we have been reviewing with the updated numbers.

J. Fitzpatrick asked for the tracking of the COVID spending. M. Angell provided preliminary info on Spreadsheet and will provide that to the committee.
(End of report).

Chair Baker said that Mr. Angell's estimate for Newton is based on this past year's assessed value for the town. A new assessment was done over the summer, so we don't actually know what the tax rate will be because it has to be applied to the new assessment.

- 4.4 Policy-No report
- 4.5 Personnel- Meeting cancelled/no report
- 4.6 SST-No report
- 4.7 Public Relations-Mr. Ambrose reported that the group met on 10-14 and discussed the best ways to keep our community informed, some communication issues around bussing, and other issues related to COVID-19. We came up with a plan for that and talked about our next steps to prepare the Annual Report.
- 4.8 Budget Committee- Ms. Mahoney reported the group met on 10-15. There were a number of questions that they had submitted to Mr. Angell and he went over answers to those questions. I don't see an agenda item, but at the last School Board meeting, we proposed a change to the Budget Calendar and the Public Hearing date. They did make a recommendation back to us so I will mention that now since Matt's not here to talk about it.

So, the items that are on our Budget Calendar for January 12th- deadline for petitioned bond articles, if that can be changed by RSA, but the deadline for receiving petitioned articles for warrant and budget submission date, that's on our calendar for January 12th and they felt comfortable recommending pushing that back to January 4th and the items that are on our calendar for January 14th which include the public hearing and the Budget Committee to deliver budget and warrant article recommendations to the School Board for posting, they would like us to change that back to Monday, January 11th. The next meeting is the Joint meeting with the Budget Committee on November 4th.

Mr. Ambrose commented that Mr. Angell is doing a bit more homework on this To make sure that we have that all tight and he will be reporting on that at the next meeting.

- 5. **STUDENT COUNCIL REPRESENTATIVE REPORT**- Mr. Tedford reported that Homecoming was pushed until next week (week of October 26th). He attended a NH Student Council Workshop today on Zoom where they discussed planning techniques for fundraisers and stuff like that which was pretty cool.
- 6. **1ST PUBLIC COMMENT**- None

7. **NEW BUSINESS**

- 7.1 NHSBA Delegate Assembly-Chair Baker read [an invitational letter](#) from the NH School Board Association asking for proposed Resolutions from school boards seeking to amend any current NHSBA Resolutions. These would be heard at the 2021 Delegate Assembly on 1-23-21 in Concord. Each member-school board may send one voting delegate. Last year, Dr. Brown was our delegate at the Assembly.

Chair Baker asked if any School Board member would be interested in being a delegate this year. No School Board members expressed interest.

- 7.2 Public Notice-Chair Baker read a [public notice](#) he received tonight regarding a public informational hearing to discuss the Plaistow-Kingston 10044E project which involves construction on NH 125.
- 7.3 Board Approval of High School Gallup Survey-

8 **OLD BUSINESS**

- 8.1 Update on Reopening of School-Superintendent Ambrose read his [reopening report](#) which detailed the Tier II Reopening Plan.
- 8.2 Athletics Update- Mr. Ambrose reported the High School sports are wrapping up their regular seasons and moving into the NHIAA tournaments over the next few weeks. Field Hockey will play in the NHIAA preliminary round game tomorrow afternoon at 3:30 in Pelham. The boys and girls soccer teams open their tournaments next week, both in Pembroke, the boys on Wednesday, the girls on Thursday. The football and spirit squads will finish their regular season on Saturday at 2:00 vs. West, and move to tournament games a week from Saturday. All tournaments are being played regionally to reduce travel as much as possible.

Sanborn's golfers participated in the state tournament yesterday, and finished 10th out of 22 teams. Our cross country team will run in the Division 2 meet this Saturday in Manchester with the boys' team among the favorites to bring home the championship.

Our middle school teams had a shortened season, but competed well. Both field hockey teams play in the tri-county semifinals this coming week. Mr. Dawson would like to thank all parents and players for their cooperation with maintaining a safe environment for our kids this season.

More information on winter sports, as well as Mr. Dawson's recommendation for participation will be coming soon as the NHIAA completes its guidelines for various sports and safety guidelines are reviewed.

- 8.3 Medical Supplies Update- Mr. Ambrose reported for Mr. Angell that we have the same relatively significant amount of medical supplies and the plan to observe the usage for the first two weeks and then plan future orders based on that usage. So we're trying not to over order. The one item I am asking Mr. Angell to look at ordering more of is Clorox Wipes because at the High School, in between every class, they've got to wipe their desks and we are trying to mitigate the impact on the instructional time;

9. **2ND PUBLIC COMMENT**

Annie Collyer (Newton) - I have one request to ask of you folks for the Delegate Assembly. I would request that you put in a recommendation that the language referring to (and this has come up over and over again) the role of the member-at-large in replacing vacancy be defined one way or the other. I know that the attorney for the School Board has said that in his or her opinion (I'm not sure which attorney it was) but that the member at large should not be voting. There's no case law on it, it's just something which is out there and not defined. It would be really great to just say that person, in my opinion, does represent their town and should be included in a vote. So that's one request. The second thing is number 7.2-the board approval of a high school Gallup Survey is something that you didn't discuss and if that's the survey I think it is, I'd sure like to hear about it.

Mr. Ambrose said, thank you Annie. It was discussed at EISA. That's an optional survey and we've decided not to do it and that's why it was skipped and we forgot to mention at the beginning of the agenda, that it was being removed from the agenda, so thank you for asking.

Ms. Mahoney said it wasn't discussed at EISA.

Mr. Ambrose said I apologize for that. I spoke with Dr. Haynes prior to the meeting and she said it was OK to remove it from the agenda because a decision was made not to do it. I will check in with her and report back at the next meeting.

Mary Feener (Newton)- I would like to say that I've been sitting in on classes and the teachers have been doing a tremendous job and it's been interesting and I know we're all learning this. What I would ask from you all is that I myself have a child who's coming into the High School/ Middle school who has no idea who's going to be greeting her at the door, where she's going, just that I'm leaving her

on a curb. There are no tours, no virtual tours and there's not a lot of communication in that aspect between the parents, the kids. Am I getting a locker, what are my expectations? My daughter did go ahead and email Principal Desrochers, who responded very kindly, and she was going to get back to her on something. A lot of these kids are really feeling anxious about this and they just don't know we need. I understand you're covering all the technical bases and I'm glad you're looking out for our children but someone needs to be there saying, hey in the morning. I can tell you I will name her by name Mrs. Moreno. She is fabulous. She is my daughter's Advisor. She is coaching her along the way and trying to get them all ready but she needs guidance too. They need to know or have a morning meeting with everyone in the school and say, Hey look for Mrs. Desrochers, we're going to line up here, we're going to go there because these kids are stressing out at home about what's going to happen at school they've never been to and it's just making things worse, the lack of feel-good communication and that really needs some bonding if we could do that I'd appreciate it.

Superintendent Ambrose asked that Ms. Feener call Ms. Desrochers in the morning to relay that same message.

Mr. Fitzpatrick said I want to respond to some of Tom's comments. One of the things that we talked about at EISA and I just want to just respond to what Tom said about people coming in person. We've done a lot of with the reorganization and people in different schools (changes in the last speaker talked to some of them). We kind of went through some of the changes in EISA and listed them; we've reorganized the schools, we've got to deal with COVID, we've got a new grading system, new synchronous learning after teachers being in house and kids at home learning remotely which (and I did point out in the meeting) that the feedback that I'm getting from the community is yeah, we weren't terribly happy with the spring remote and some of us are still not happy with the current remote but the current remote is much better than the spring remote was. So there's just been a lot of activity going on and it's got to be a bit overwhelming if you're the teachers and particularly for the administrators trying to keep everything on an even keel. So, I'm one of probably the harsher critics and some of the comments that I have for Tom but really when you look at all the changes that have occurred and what we've asked people to absorb, I would second Tom's statement that as we get kicked off here we try to bring everything in, people need to keep their heads about and then try to work together to make this work as we're bringing our kid back. It's about getting back to school in a healthy manner and we've asked an awful lot from the administration and from the teachers. They've stepped up to the plate. I believe they'll continue to step up to the plate and this is going to be a good kickoff. There will be bumps to begin with but our kids will be better for it so I just want to thank you Tom and the Administration and the teachers.

Mr. Ambrose thanked Mr. Fitzpatrick. He added that the next meeting is a virtual Joint Board meeting with Fremont because we could not safely seat that many people in person. The November 4th meeting is the presentation of the Budget.

10. **OTHER BUSINESS**

10.1 Next Meeting Agenda-Mr. Baker asked that anyone with agenda items send them to Mr. Ambrose no later than the Thursday before the meeting.

10.2 Announcements

10.2.1 The next School Board meeting will be a Joint Board meeting with Fremont held remotely on Wednesday, October 27, 2020 at 6 PM.

11. **NON-PUBLIC SESSION- RSA 91-A: 3 II (c) (i) - meeting cancelled**

12. **ADJOURNMENT**- Mr. Baker adjourned the meeting at 7:42 PM

Minutes respectfully submitted by:

Phyllis Kennedy
School Board Secretary