

**SANBORN REGIONAL SCHOOL BOARD  
MEETING MINUTES**

**December 21, 2016**

A regular meeting of the Sanborn Regional School Board was held on Wednesday, December 21, 2016. The meeting was called to order at 7:07 p.m. by Sanborn Regional School Board Chairperson, Corey Masson. The following were recorded as present;

**SCHOOL BOARD MEMBERS:** Corey Masson, Chairperson  
Jan Bennett  
Dr. Pamela Brown  
Peter Broderick  
Sheila Pierce  
Nancy Ross  
Tammy Gluck  
Michael Giordano-Student Council Representative

**ABSENT:** None

**ADMINISTRATORS:** Dr. Brian Blake, Superintendent of Schools  
Carol Coppola, Business Administrator

The meeting began with a Salute to the Flag.

Mr. Masson welcomed everyone and reminded the School Board about two key points from the previously introduced document entitled, *7 Signs of Effective School Board Members* saying that in the previous meeting, he had witnessed some deviation from them (especially regarding the first two recommendations) and he hopes it does not continue in future meetings.

- **Going solo is a no-no**
- **Respect the Team**
- Understanding the difference between a board and staff
- Share and defend views but listen to others
- Do your homework/ask tough questions
- Respect your oath
- Keep learning

## **REVIEW AGENDA**

The following changes were made:

- Add Budget Committee Update
- Non-Public Meeting will be held

## **APPROVAL OF MINUTES**

**Motion made by Ms. Ross to approve the Minutes of December 7, 2016. Motion seconded by Ms. Gluck. No comments/discussion**

**Vote: All in Favor.**

**Mr. Masson asked for a Motion to approve the Non-Public Minutes of December 7, 2016.**

No Comments/discussion **Ms. Bennett moved the Motion, seconded by Ms. Ross.**

**Vote: All in Favor.**

**Mr. Masson asked for a Motion to approve the Non-Public Minutes of December 14, 2016.**

No Comments/discussion **Ms. Bennett moved the Motion, seconded by Ms. Gluck.**

**Vote: All in Favor.**

## **EXPENDITURES REGISTER & MANIFEST – REVIEW AND SIGN**

The Board reviewed and signed the Manifest Check Register #11 -\$344,487.07 dated 12/14/16 and the Payroll Check Register#12-\$809,520.69 dated 12/15/16.

**ADMINISTRATIVE REPORTS**-None

## **SCHOOL BOARD CHAIRPERSON’S COMMENTS**

Mr. Masson reiterated that the Board should practice professional and respectful conduct. He thanked them for their assistance with the *Road to the Deliberative* event, and gave kudos to the Key Club for their assistance, while extending appreciation to those in the Public who attended. Mr. Masson also shared a quote by Vince Lombardi: *Individual commitment to a group effort; that is what makes a team work, a society work, a civilization work.*

**PUBLIC COMMENT**- None

## **SCHOOL BOARD COMMENT**

Ms. Gluck commented that at the last school board meeting on December 7th, a fellow Board member had made some comments during the Strategic Plan evaluation that in her opinion,

were “disturbingly inappropriate” for an elected school board member, especially with students present in the audience. In addition, this same Board member spoke condescendingly to the students who shared during the public comment about their classroom experiences. Ms. Gluck apologized to the students and their families saying she hopes this will not discourage students or affect their confidence about coming forward in the future to speak about issues and concerns that are important to them. On another note, as the school board liaison to the Budget Committee and after working for many hours (as many other Board Members have) on the Superintendent’s Proposed Budget, Ms. Gluck feels that the Budget is in line with the School Board’s mission, despite there being a few more areas that may be reduced. She thanked the Administration for their time spent in the evaluation process.

Dr. Brown apologized to the School Board and to the students for her comments referenced by Ms. Gluck saying that it was not her intention to offend anyone. She added that her concern over declining enrollment had spurred what she thought were humorous remarks and attributed her commentary to what she picked up from her male colleagues in graduate school as they were “not the most polite and civilized group”.

### **STUDENT COUNCIL REPORT**

Mr. Giordano thanked students in attendance and also apologized to those students who may have been adversely affected by the comments. He announced that the next day (12-22) is Sweater Day and students can put their name in for a free tee shirt. In addition, Chorus will be going around to the schools caroling on 12/22 as well.

### **UNFINISHED BUSINESS /BUDGET WORK SESSION**

Mr. Masson introduced the session by asking for a recap of the recent Budget Committee meeting from Ms. Gluck. She informed the group that questions are being answered and that she hopes to come to the next School Board meeting with a final budget figure. Mr. Giordano asked about the process for final numbers. Ms. Coppola clarified that the Superintendent proposes the budget to the School Board and the School Board then makes a recommendation to the Budget Committee who in turn hold a Public Hearing to obtain input and then make their final recommendation. If the School Board does not agree with their final number, both budgets are presented to the public.

Mr. Masson then welcomed Evan Czyzowski, President of the Sanborn Regional Education Association (SREA) to update the group on the status of the two Collective Bargaining Agreements, which are both up for a vote this year. Mr. Masson prefaced his update saying that in the unfortunate event that these do not pass, (for the 2<sup>nd</sup> year in a row) it could significantly affect teacher retention. The School Board and the SREA voted unanimously to pass both contracts. Mr. Czyzowski thanked the Board for their support in ratifying both the Professional Staff and Support Staff contracts saying how important consistency is to all parties involved (the teachers, students and the community) and especially in the classroom, where it

all begins. He believes the contracts are fair and added that the Professional Staff made major concessions in their health care plan in order to offset some of the costs and raises. Mr. Masson reviewed the contracts highlighting the following:

Professional Staff Contract: 2 Year Contract  
Increase is 2.3% (1<sup>st</sup> Year) for total cost of \$502, 882\*  
Increase is 2.1% (2<sup>nd</sup> Year) for total cost of \$545, 094  
\*(Changing Health Plans in the 1<sup>st</sup> year accounts for lower costs)  
Total of Professional Staff is \$1,047, 975

Support Staff Contract: 2 Year Contract/68 staff members=\$146, 939

Total of both contracts = 1.2 Million over 2 years

Mr. Masson explained that approaching this contract as a 3 year process, given that the contract did not pass last year, and aggregating the numbers shows that it is a less than 1.5% increase over 3 years. Ms. Ross added to his thought, saying that it should be remembered that there are teachers who have lost step increases and are behind in the pay scale. Mr. Giordano reinforced the prioritization of passing the contracts for teacher retention.

Mr. Masson began the budget discussion with the topic of staff increases for administrators. He proposes that the Board consider freezing or putting aside the money for raises until Dr. Blake evaluates the employee and determines if that person should receive it. Ms. Bennett asked for clarification saying how would that come back to us? Mr. Masson answered that it is by way of accountability. Dr. Blake asked if this would be a new process of *evaluation*. Mr. Masson answered that it was. Ms. Ross clarified that the money would stay in the budget but be dispersed, if warranted, in a bonus form. There would be no salary increases. Mr. Broderick counseled that this should not be considered as it is too strong of tool and too subjective. Ms. Bennett agreed saying that it does not consider teamwork which is a guiding principle. Mr. Masson closed the discussion by confirming that the Board supports the current way of providing staff increases.

Mr. Broderick reviewed his budget recommendations as follows:

1. Eliminate stipends for employees/use travel vouchers instead. Will not reduce budget but provide accountability for next year.
2. Athletics equipment (mostly uniforms)- reduce line by \$15,470
3. Guidance-Reduce by \$24K impacting salaries
4. Superintendent's Services-reduce by PR salary \$103K (total salary & benefits)
5. Information Services-Reduce by 89K (discussion of new accounting system negates this proposal)

6. New Budget Requests (asked for clarification) Dr. Blake responded these are paraprofessional positions. No recommendation.
7. Equipment Replacement-reduce by \$6,300.
8. Furniture & Fixture Replacement-reduce by \$4,535 (Middle School Library deferred in prior years. (Withdrawn by Mr. Broderick)
9. Swasey Gym- Reminder that the ADA requirement will go to Warrant but we must inform the people that 'no" means "no" and the Swasey Gym will close if they defeat it.

All of the items totaled equal \$143,813 which compared to the Proposed Budget is 1K cheaper.

Dr. Brown commented that she is still waiting for the information she requested on the number of students enrolled by class section. She received the average class size which does not help without the actual numbers by section. Over all, Dr. Brown is concerned that if there are tiny sections and we have enrollment down by 3.5% along with an average class size that is 10% below average, it may warrant a reduction of professional staff by 3 or 4 people. She also recommended reducing a school counselor, a math coordinator and the PR position. (The PR position could be deferred for now.) She added that Administrative raises should be canceled and agrees with Mr. Broderick that travel vouchers versus the stipends should be instituted. Overall reduction is approximately \$594K. Mr. Broderick commented that he is opposed to cutting staff as is Ms. Gluck.

**Mr. Masson asked the Board to consider zeroing out the General Fund for a reduction of \$142,791K.**

Ms. Bennett asked whether the ADA compliance work can be done separately from the other work so that perhaps it could be included in the budget and then remove the other requests. Ms. Coppola answered that yes it could, that it is recommended to do all of it as it is cheaper in the long run but it can be done piecemeal. Discussion ensued on the long term future of the property related to the Seminary, Chase Field House and Swasey Gym.

Mr. Masson asked for a recommendation to ask the Superintendent to raise or lower the number on the budget.

**Mr. Broderick made a Motion to zero out the difference increase (of \$142, 791K). Ms. Ross seconded the Motion. The number moving forward and recommended by the School Board for the General Fund will be \$33, 265, 865. Vote: 6 in Favor, 1 opposed**

Discussion ensued on the location of the Deliberative Session. The Board requested statistics around occupancy at the Middle School in Newton.

The Board also requested Dr. Blake's input on the Warrant Articles which he will continue working on and deliver to them.

## **NEW BUSINESS-None**

### **COMMUNICATIONS RECEIVED/SENT**

- Letter from Mr. Stack regarding comments made by Dr. Brown at the School Board.
- Letter from parent Rachel Burt regarding the School Board's and the Budget Committee's unprofessional behavior.
- Letter from the *Students With a Voice* organization regarding the comments made by Dr. Brown along with a petition signed by 76% of the students.

Mr. Masson commented that the Board will take the information under advisement and discuss it in the Non-Public meeting.

### **WRITTEN INFORMATION--** None

### **AGENDA ITEMS FOR NEXT REGULAR MEETING 1/4/17**

- a. Warrant Articles
- b. Budget # from Budget Committee
- c. Facilities Up-date
- d. Policy Up-date
- e. Deliberative Session Location
- f. Tutoring Proposal
- g. Academic Calendar
- h. EISA Committee Up-date

### **ANNOUNCEMENTS**

The next Sanborn Regional School Board meeting will be held on Wednesday, January 4, 2017 at 7:00 pm in the School Board Room (Room 137) at the Sanborn Regional High School, 17 Danville Road, Kingston.

The next Budget Committee Meeting will be held on Thursday, December 22, 2016 at 7:30 pm in the School Board Room (Room 137), at the Sanborn Regional High School, 17 Danville Road, Kingston.

The **Budget Committee Public Hearing** will be held on **Thursday, January 12, 2017**

**at 7:00 p.m.** in the Sanborn Regional High School **Auditorium**, 17 Danville Road, Kingston.  
(Snow Date-Friday, January 13, 2017)

The **Filing Period** for positions on the Sanborn Regional School Board, the Sanborn Regional Budget Committee and the District Moderator will open on **Wednesday, January 25, 2017**, and ends on **Friday, February 3, 2017** at 5:00 p.m.

*The candidate filing forms may be obtained at the SAU Office from 8:00 a.m. to 4:00 p.m. The School District Clerk will be available on the last day to file from 3:00 p.m. to 5:00 p.m. at the SAU Office located at the Sanborn Regional High School, 17 Danville Road, Kingston.*

The **First (Deliberative) Session** of the Annual School District Meeting will be held on **Wednesday, February 8, 2017** at 7:00 p.m. in a location to be determined.

The **Second (Voting) Session of the Annual School District Meeting** will be held on **Tuesday, March 14, 2017** from 8:00 a.m. to 8:00 p.m. in the **Swasey Gymnasium** (Sanborn Seminary Campus) for Kingston voters and in the **Newton Town Hall** for Newton voters.

The next **Facilities Committee** meeting will be held on Wednesday, January 4<sup>th</sup> at 5:30 pm in the School Board Room (Room 137) at the Sanborn Regional High School, 17 Danville Road, Kingston.

**ADJOURNMENT**- Mr. Masson asked for a Motion to adjourn the meeting at 9:54 PM, moved by Ms. Bennett and seconded by Ms. Ross. **Vote:** All in favor.

**NON-PUBLIC Meeting--RSA 91-A: 3-(a) Personnel.** A Motion was made by Ms. Ross to enter into the Non-Public session, seconded by Ms. Gluck. A roll call vote was held by the secretary. **Vote:** All in favor.

Minutes respectfully submitted by,

Phyllis Kennedy  
Recording Secretary

*Minutes of the School Board meetings are unofficial until approved at a subsequent meeting of the School Board.*