

SANBORN REGIONAL SCHOOL BOARD

MEETING MINUTES

December 18, 2019

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 on Wednesday, December 18, 2019. The meeting was called to order at 6:04 PM by School Board Chairperson, Peter Broderick. The following were recorded as present:

SRSD SCHOOL BOARD MEMBERS:

Peter Broderick, Chair
Dr. Pamela Brown, Vice Chair
Electra Alessio
James Baker
Larry Heath
Jamie Fitzpatrick
Tammy Mahoney

STUDENT COUNCIL REPRESENTATIVE

Erin Gillespie

ADMINISTRATORS:

Thomas Ambrose, Superintendent
Matthew Angell, Business Administrator

1. CALL TO ORDER- Chair Broderick called the meeting to order at 6:02 PM with the Pledge of Allegiance led by three students from the Bakie Elementary School who participated in creating mosaics of town landmarks that will be unveiled on 1-2-20 at 2:15 PM in the gymnasium at Bakie Elementary.
2. ACTION ON MINUTES- Review of Public Minutes of [12-4-19](#) **Chair Broderick asked for a Motion to approve the Minutes. Motion made by Dr. Brown and seconded by Ms. Mahoney.** No discussion.

Vote: All in Favor

3. COMMUNICATIONS

- 3.1 Distribution of Manifest Documents-Payroll Check Register # 12 in the amount of \$830,915.071 dated 12-10-19, Payroll Check Register # 13A in the amount of \$ 5,000.00 dated 12-16-19. Manifest Check Register # 14 in the amount of \$679,010.07 and Manifest Check Register # 14A in the amount of \$1065.06. Signatures were obtained by the Board and Administrators.
- 3.2 Non-Public Session-Chair Broderick explained that the board will now move into a Non-public session to discuss a subject that will be presented later in the meeting. **Chair Broderick asked for a Motion to move into non-public. Mr. Heath made a Motion to move into a Non-public Session per RSA 91-A:3 II, seconded by Ms. Alessio.**

Vote: All in Favor with a Roll Call Vote

The public meeting resumed at 6:35 PM, Chair Broderick announced that the non-public meeting will involve more negotiations and will be discussed at a future date.

3.3 Nominations- none

3.4 Nominations-none

3.5 Resignations-none

3.6 Superintendent's Report- Mr. Ambrose reported on the following:

◆ A reminder that there is an Early Release this coming Friday, December 20th.

◆ The Internet Crimes Against Children (ICAC) Task Force will hold a forum on Monday, January 13, 2020 in the auditorium at Sanborn Regional High School beginning at 6:30 PM. This 1.5 hour presentation is geared towards parents, educators and community leaders who are looking to better understand the technology available to teens today and the ways in which child predators use it to exploit them.

4. COMMITTEE REPORTS

4.1 Policy- Dr. Brown reported the next meeting is January 8th at 4:45 PM in Room 102 at the High School. Work will begin on updating on Section "K " in the policy manual. Everyone is welcome to attend.

4.2 EISA- Ms. Mahoney said that the group met on November 21, 2019

In attendance: Chair Tammy Mahoney, Electra Alessio, Jamie Fitzpatrick, Superintendent Tom Ambrose, and Director of Academics, Professional Learning and Student Affairs, Patty Haynes.

Our community goals were finalized and adopted. We have three; 1), develop a plan to implement improved math instruction, 2) develop end of year benchmarks for each grade level (K-6 in Math), and 3), with the intent of implementing a new grade reporting system by fall 2021, explore a new grading reporting system and determine what and how much information is important. The target for completion of those goals is the end of the school year in June.

Dr. Haynes outlined the status of the grade reporting system we use. The current system, *Wazzle* is clunky and time consuming for teachers and too convoluted for ease of use for parents. The district is working with *Motivus* and has had 12 to 15 teachers, K through 12 piloting their program, working in both grading systems in parallel. And that staff will be for a few teachers to do beta testing and provide direct feedback to *Motivus*, who will have developers respond with changes in real time and a group status discussion in early January. *Motivus* will also be working on a parent's view, which is a separate side of the software from the teacher's view. One possibility for gathering feedback for that is to offer opportunities for review at school events where they may set up Chromebooks and invite parents to review and give feedback.

We had some discussion on the AP Program and possible ways to increase rigor.

This was not an extensive discussion because Mr. Stack and Mr. Dawson were not able to attend the meeting so we didn't want to go too far. Dr. Haynes was asked to provide some long-term history to aid us in evaluating the program from a historical perspective. We will be discussing that at the next meeting which will be held on December 18th at 4:45 PM in Room 102 at the High School.

4.3 Facilities-Mr. Baker said that at the last School Board meeting he reported on the architect that was chosen for the district.

Please refer to the Minutes of the meeting or the video of 12-4-19 for the details. The next Facilities meeting is January 8, 2020 at 3:45 PM Room 102.

- 4.4 Finance-The Finance Committee met this afternoon and Mr. Baker will give the report at the next meeting. The next Finance Committee Meeting is scheduled for January 22 at 3:45 PM.
- 4.5 Public Relations-Ms. Mahoney reported group met on December 11th. In attendance was Ms. Mahoney, Ms. Alessio and Dr. Haynes. Ms. Mahoney was nominated and will continue to Chair the committee. The committee's goal is to make sure that information is disseminated to the public. The district has a number of systems in place for communicating with the school community but would like the committee's assistance with the larger community. The committee would like to facilitate the submission of informative articles in local media to support the Board's initiatives, but feels the need for some direction from the Board before doing so. The statute restricts fewer than a quorum of members from speaking on behalf of the Board. Ms. Mahoney requested that this topic be placed on an agenda and it is on tonight's agenda, to be addressed later on.
- Ms. Alessio mentioned that in the past there was a district publicist. Dr. Haynes wondered if this might create an opportunity for a student, through an internship or extended learning opportunity to collaborate with the committee to provide regular communications about the district's ongoing efforts. Ms. Mahoney believes the committee could also help to support the grade reporting system search. These topics will be discussed at a future date. The next Public Relations meeting will be held on January 15th at 4:30 PM.
- 4.6 Personnel- Dr. Brown reported that the December 11th meeting was cancelled. The next meeting is January 15th at 5PM. The committee will be updating job descriptions at that meeting.
- 4.7 SST-Superintendent Ambrose reported that the group met on Monday, December 16th. The Advisory Board is working hard to try and figure out how to increase the number of student enrollments because there was a dip this year which is leading to higher than anticipated tuition costs. They discussed adding programs but there is a State process for doing so, which will take time so the new director will add one of those programs each year.
- 4.8 Seminary-No report
- 4.9 Budget-Mr. Heath reported that at the last meeting of 12/12/19, they accepted the Superintendents and School Board's Proposed Operating Budget for 2020-2021 unanimously.

The next meeting will be a Public Hearing on Tuesday, 1-14-20 at 7PM

in the auditorium at Sanborn Regional High School. Following that will be the Deliberative Session (1st Voting Session) held on February 5th at 7 PM in the auditorium a Sanborn Regional High School. Snow date will be the 6th of February.

Ms. Alessio clarified the difference between a Public Hearing and Deliberative.

5.0 Wellness-No report

5. STUDENT COUNCIL REPRESENTATIVE REPORT- Ms. Gillespie reported that today was ugly sweater day and many students participated and it was very fun. The Student Council is preparing for Winter Carnival with a theme of cartoons; seniors are SpongeBob, Juniors are Scooby-Doo, sophomores are Mario and freshmen are Phinneas and Ferb. They are also in the middle of 12 Days of Caring in which items are collected and donated to places in the community.

6. 1st PUBLIC COMMENT-None

7. NEW BUSINESS

7.1 Policies (1st Read)- Dr. Brown began by saying she has several policies to offer as a 1st and 2nd Read and will discuss the mandated policies first since Special Education Director, Jodi Gutterman, recommends that we approve these “as is” as they are mandated and highly regulated issues such as homeless students.

Dr. Brown made a Motion to revise, following a 1st and 2nd Read, the following three policies (IHBA, JFABD and JLF) by adopting the NHSBA’s updated sample policies of the same and that we adopt, following a 1st and 2nd Read, new polices (GBEAB and JFABE) using NHSBA’s policies of the same. Motion seconded by Ms.Mahoney.

IHBA: Evaluation Requirements for Children with Specific Learning Disabilities. Revise by adopting NHSBA’s Updated IHBA: Evaluation Requirements for Children with Specific Learning Disabilities -P, Priority).

JFABD: Admission of Homeless Students-(Revise by adopting NHSBA's updated JFABD: Education of Homeless Children and Unaccompanied Youth-P, Priority)

JLF: Reporting Child Abuse or Neglect-(Revise by adopting NHSBA's Updated JLF: Reporting Child Abuse or Neglect P, Priority)

GBEAB: Mandatory Code of Conduct Reporting-All Employee (R, Recommended)

JFABE: Education of Children in Foster Care-(R, Recommended)

Discussion ensued on the GBEAB policy and

Dr. Brown asked for a Motion to approve the following verbiage for Policy GBEAB: Motion seconded by Mr. Heath

Any initial report made relative to A.1 or A.2 above, may be made orally in the first instance, but must be supplemented with a written report as soon as practicable after the initial report, but in no event longer than two business days. Upon request of the Covered Individual, the recipient of the report shall provide a copy of said report to the Covered Individual with a signed "received" annotation, such that the Covered Individual may document document his/her State mandated obligation to report.

Vote: All in favor

Chair Broderick noted that more discussion was requested by members before any further Motions can be made.

Mr. Fitzpatrick expressed his opinion on JFABD saying that students should be admitted only after they are immunized.

Chair Broderick commented on this being a losing proposition given an individual's constitutional rights. Mr. Baker asked for a statute. Discussion ensued.

Superintendent Ambrose recommended not changing any of these policies as they have been written by a lawyer with expertise in Special Education and Ms. Gutterman has approved them. He added that we should either adopt NHSBA's version or table them until more research can be done, amending if needed after discussion.

Mr. Fitzpatrick asked for clarification on Policy GBEB reference and other verbiage in GBEAB. Discussion ensued.

Dr. Brown withdrew her Motion for a 1st and 2nd Read, amending the Motion to be a 1st Read only. Motion seconded by Ms. Mahoney.

Vote: All in Favor

Dr. Brown asked for a Motion to approve Policy GDB for a 1st Read.

GBD-Non Union Support Staff Wages and Benefits- Dr. Brown reviewed the progress made on this policy and recommended changes for areas such as vacation time.

Superintendent Ambrose commented that we are not competitive in this regard and this concerns our lowest paid employees, the custodians. As a non-unionized group, making these changes would improve our chance to hire staff.

Mr. Fitzpatrick objected to increased vacation time without knowing the associated costs, adding that he did not know that we were not competitive.

Discussion ensued.

Mr. Fitzpatrick made a Motion to amend the policy to change the initial hires to be eligible as follows for vacation and to adopt the paragraph below to give the Superintendent the flexibility to hire people outside of the schedule. The policy will be revisited when further data is available.

<u>Full-Time Employees</u>	<u>Part-Time Employees</u>
6 months – 1 week	6 months – 1 week
1 year – 2 weeks	1 year – 1 week + 1 day

The Superintendent may increase the amount of vacation time given to new hires at the date of hire. New hires will remain at the amount of vacation time they received at their date of hire until their years of service become congruent with the matrix. (For example, if a new hire receives three weeks' vacation time, he/she will not receive additional vacation time until he/she has been employed for six

years.) Employees who are school-year employees are not eligible for vacation time. Motion seconded by Mr. Baker

Vote: All in Favor

7.2 NH School Board Association's Resolutions- Dr. Brown reviewed the following resolution asking for thumbs up or down as presented:

7.2.1 [Proposed Resolutions for 2020](#) (Click to view)

- #6 Board- thumbs up
- #7 Board- thumbs down
- #8 Board- thumbs up
- #9 Board- thumbs up
- #10 Board- thumbs down
- #11 Board -thumbs down

7.2.2 [Continuing Resolutions](#) (Click to view)

- #1
- #2 Dr. Brown commented
- #3-Mr. Fitzpatrick commented
- #4-Mr. Fitzpatrick commented
- #5

(Dr. Brown will support these at the Delegate Assembly)

7.2.3 [Current Resolutions and Statements of Belief](#) (Click to view)

- #1
- #2
- #3
- #4
- #5

7.3 Public Relations Discussion- Ms.Mahoney reviewed the process for communicating with the public as a board. Ms. Alessio asked if there should be representatives from the PR Committee that the Board could authorize to respond quickly in support of the Board's overall position if needed. After discussion, it was decided that they would not pursue that option but appreciated the request.

7.4 Non-Public Session-Chair Broderick explained that the board will now

move into a Non-public session as the discussion may or may not affect the upcoming agenda item regarding warrant articles. **Chair Broderick asked for a Motion to move into non-public. Mr. Heath made a Motion to move into a Non-public Session per RSA 91-A:3 II, seconded by Ms. Alessio.**

Vote: All in Favor with a Roll Call Vote

The public meeting resumed at 8:45 PM.

Mr. Heath made a Motion that the Sanborn Regional School Board ratify the December 9, 2019 tentative agreement reached with Teamster's Local 633 and that the cost items contained therein be submitted to District voters for approval in accordance with RSA 273-A:3,II(b)." Motion seconded by Ms. Mahoney.

**Vote: 5 in Favor, 2 opposed (Brown, Fitzpatrick)
Motion carries.**

- 7.5 Warrant Articles for 2020- Mr. Ambrose read each of the warrant articles asking for changes or modifications.

Article 1. To elect the following school district officers:

School Board:

One member from Kingston for three years
One member from Newton for three years
One member at large from Kingston/Newton for three years

Moderator:

One elected for one year

Budget Committee:

One member from Newton for three years
One member from Kingston for three years
One member from Kingston for one year

Mr. Heath made a Motion to adopt Article 1 as printed, seconded by Ms. Alessio
No discussion

Vote: All in Favor

Article 2. General Acceptance of Reports

Shall the reports of school district agents, auditors, committees, or officers chosen be accepted and placed on file?

Chair Broderick asked for a Motion to adopt Article 2 as printed, moved by Ms. Alessio and seconded by Ms. Mahoney.

No discussion

Vote: All in Favor

Article 3. Operating Budget

Shall the Sanborn Regional School District raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant, or as amended by vote at the first session, for the purposes set forth therein, totaling thirty-six million, four hundred and sixteen thousand, three hundred and seventy-two Dollars (\$36,416,372)? Should this article be defeated, the default budget shall be thirty-six million, six hundred and sixty-three thousand, four hundred and twenty-five Dollars (\$36,663,425), the same as last year with certain adjustments required by previous action of the Sanborn Regional School District or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. (This warrant article does not include appropriations in any other warrant article.)

Chair Broderick asked for a Motion to adopt Article 3 as printed, moved by Ms. Alessio and seconded by Mr. Heath.

No discussion

Vote: All in Favor

Article 4. Administrators Collective Bargaining Agreement

Shall the Sanborn Regional School District approve the cost items included in the collective bargaining agreement for administrators reached between the School Board and the Teamsters Local 633 which calls for the following increases in salaries and benefits at current staffing levels over the amount paid in the prior fiscal year:

<u>Year</u>	<u>Estimated Increases</u>
2020-2021	\$14,355.59

and further, to raise and appropriate the sum of Fourteen Thousand Three Hundred Fifty-Five Dollars and Fifty-Nine Cents (\$14,355.59) for the 2020-21 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those of the appropriation at the current staffing levels?

Chair Broderick asked for a Motion to adopt Article 4 as printed, moved by Ms. Alessio and seconded by Mr. Heath.

No discussion

Vote: 5 in Favor, 2 Opposed (Brown, Fitzpatrick)
Motion carries.

Article 5 Special Meeting – Administrators Collective Bargaining Agreement

Shall the Sanborn Regional School District if Article 4 is defeated, authorize the governing body to call one special meeting, at its option, to address Article 4 cost items only?

Chair Broderick asked for a Motion to adopt Article 5 as printed, moved by Ms. Mahoney and seconded by Mr. Heath.

Ms. Alessio asked if this is a first time contract, if language is moot?
Mt. Ambrose commented that they only vote on dollar items.

Vote: 5 in Favor, 2 Opposed (Baker, Fitzpatrick)
Motion carries.

Article 6 Sale of Seminary Property

Shall the Sanborn Regional School District sell a certain parcel of land with the buildings thereon which include the Seminary, old High School, gym, two outbuildings and parking areas located at 178 Main Street in Kingston and designated as Tax Map R34, Lot 17 for \$200,000 payable over a term of years, and authorize the School Board to enter into long-term lease agreements with the buyer for the gym and two outbuildings for

One Dollar each rental year and on the other terms and conditions determined by the School Board, and further authorize the School Board to take any and all necessary action to carry out this vote including the acquisition and/or conveyance of any necessary easements?

Ms. Alessio asked Motion to adopt Article 6 as printed, with the stipulation that it may be editorially tweaked by the attorney to reflect the lease back on the other buildings, seconded by Ms. Mahoney.

Mr. Fitzpatrick commented that the dollar amounts of the lease backs should be identified. Discussion ensued on verbiage as well.

Vote: All in Favor

Article 7 Lease of Sanborn Regional Middle School

Shall the Sanborn Regional School District authorize the School Board to enter into a long-term lease for the Sanborn Regional Middle School located at 31A West Main Street, Newton, New Hampshire, and designated as Parcel ID 06-07-04 and Parcel ID 06-06-05, and further authorize the School Board to negotiate the terms and conditions of the lease and take any other action necessary to carry out this vote?

Chair Broderick asked for a Motion to adopt Article 7 as printed, moved by Mr. Baker and seconded by Mr. Heath.

No discussion

Vote: All in Favor

Article 8. Before/After School And Summer Activities Revolving Fund
Shall the Sanborn Regional School District establish a Before/After School and Summer Activities Revolving Fund in accordance with RSA 194:3-c to be funded by receipts from before/after school and summer activities, for the purpose of supporting those programs with amounts to be withdrawn from the revolving fund and disbursed monthly as needed?

Explanation of verbiage in article was given by Business Administrator, Mr. Angell who gave details of the process for receiving money for the program. Mr. Baker asked for more clarification.

Ms. Mahoney commented that the wording of the article should be more specific to say summer/after school programs and perhaps not use enrichment.

Discussion will continue on Article 8 on 1/8/20 for review with clarified language.

Article 9 Capital Reserve Fund-Unanticipated Educational Expenses

Shall the Sanborn Regional School District vote to raise and appropriate seventy-five thousand Dollars (\$75,000) to be placed in the Capital Reserve Fund-Unanticipated Educational Expenses established at the 2019 Annual Meeting.

Chair Broderick asked for a Motion to adopt Article 9 as printed, moved by Ms. Mahoney and seconded by Mr. Heath.

No discussion

Vote: All in Favor

Article 10. Capital Reserve Fund-Capital Improvement and Maintenance

Shall the Sanborn Regional School District vote to raise and appropriate a sum up to twenty-five thousand Dollars (\$25,000) to be added to the Capital Improvement and Maintenance Capital Reserve Fund previously established. This sum to come from June 30 fund balance available for transfer on July 1 instead of returning the money to the community. No amount to be raised from taxation.

Chair Broderick asked for a Motion to adopt Article 10 as printed, moved by Ms. Alessio and seconded by Mr. Heath.

Mr. Fitzpatrick commented that it is financially prudent to build reserves to deal with issues that are not foreseeable.

Mr. Ambrose added that the better the reserves are the better the district can be at tightening up closer to actuals. These are reasonable steps.

Mr. Baker brought up the wording “Sum to come from June 30 fund balance “ is not included in Article 9 and should be.

Mr. Ambrose agreed and asked for a Motion to add the following sentence to Article 9, “This sum to come from June 30 fund balance available for transfer on July 1 instead of returning the money to the community. No amount to be raised from taxation”. Motion moved by Mr Fitzpatrick and seconded by Mr. Heath.

Vote: (on above Motion to be added to Article 9)- All in Favor

Vote: (on Motion to approve Article 10)- All in Favor

8. **SECOND PUBLIC COMMENT**-none

9. **OTHER BUSINESS**

9.1 Next Meeting Agenda
Warrant Article #6 and Article #8

9.2. Announcements

9.2.1 The next Sanborn Regional School Board meeting will be **held on Wednesday, January 8, 2020 from 6:00 pm 9:00 pm** in the Library at Sanborn Regional High School, 17 Danville Road in Kingston, NH.

9. 2.2 The Budget Committee will hold a **Public Hearing on Tuesday, January 14, 2020 at 7PM** in the Auditorium at Sanborn Regional High School. (Snow date is Wednesday, January 15, 2020)

9.2.3 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 22, 2020**, and end on **Friday, January 31, 2020** 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. located in the Christie Building at 51 Church Street in Kingston. The School District Clerk will be available on the last day to file until 5:00 p.m.

9.2.4 The **First (Deliberative) Session** of the Annual School District Meeting will be held on **Wednesday, February 5, 2020** at 7:00 p.m. in the auditorium at Sanborn Regional High School. Snow date is February 6, 2020.

9.2.5 The **Second (Voting) Session of the Annual School District Meeting** will be held on **Tuesday, March 10, 2020** 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.

10. NON-PUBLIC SESSION- RSA 91-A: 3 II

Motion made by Mr. Heath to enter into Non-Public Session at 7:55 pm, seconded by Ms. Alessio. A Roll Call vote was held of all members present.

Vote: All in Favor with a Roll Call Vote

11. **ADJOURNMENT**- Meeting adjourned 9:43 PM

Minutes Respectively Submitted by:

Phyllis Kennedy
School Board Secretary

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**Sanborn Regional School Board Public Session
Continuing Public Minutes
December 18, 2019
Kingston, NH**

Motion by Mr. Heath to exit the 1st Non-Public session at 6:30 PM, seconded by Ms. Alessio.

Vote-All in Favor with a Roll Call Vote.

Motion by Mr. Heath to exit the 2nd Non-Public session at 8:45 PM, seconded by Ms. Alessio.

Vote-All in Favor with a Roll Call Vote.

Motion made by Mr. Heath to seal the Non-Public Minutes in Perpetuity, seconded by Ms. Alessio.

Vote: All in Favor with a Roll Call vote

Meeting Adjourned at 8:39 PM