

SANBORN REGIONAL SCHOOL BOARD

MEETING MINUTES

March 16, 2016

A regular meeting of the Sanborn Regional School Board was held on Wednesday, March 16, 2016. The meeting was called to order at 7:08 pm by Linda Mahoney, School Board Secretary, in the Library at Sanborn Regional High School, Kingston, NH.

ATTENDANCE

SRSD SCHOOL BOARD

**Corey Masson
Janice Bennett
Dustin Ramey
Roberto Miller
Pamela Brown
Peter Broderick
Nancy Ross**

ADMINISTRATORS:

**Dr. Brian Blake, Superintendent
Carol Coppola
Jodi Gutterman**

CALL TO ORDER

SALUTE THE FLAG

ELECTION OF OFFICERS

MOTION made by Ms. Ross to nominate Corey Masson as Chairperson. Seconded by Ms. Bennett.

VOTE: 7-0-0 Unanimous

MOTION made by Ms. Bennett to nominate Ms. Ross as Vice Chairperson. Seconded by Mr. Ramey.

VOTE: 3-0-4 Motion fails

MOTION made by Mr. Miller to nominate Dustin Ramey as Vice Chairperson. Seconded by Ms. Ross.

Mr. Ramey expressed concern with accepting the nomination because he will be moving to Epping, NH in the next year or two which would require him to resign from the School Board. Dr. Blake informed him this nomination is only for a one-year term.

VOTE: 7-0-0 Unanimous

REVIEW AGENDA – No changes were made.

APPROVAL OF MINUTES

MOTION made by Mr. Ramey to approve the public and non-public minutes of March 2, 2016.

Mr. Masson submitted written changes to the minutes modifying his comments under **New Business (C) Budget Reductions:** “Mr. Masson asked Principal Stack how many Students and Sections are impacted by recommended reduction of 1 HS Teaching Position (Business)? Approximately 375 students. “Mr. Masson asked Principal Vander Els of Memorial Elementary what would the class size impact be if the Memorial Elementary teacher was released? Principal Vander Els indicated this is the First Grade and there would be a reduction from 3 to 2 classrooms with 19-20 students each. Still below the SB policy. Mr. Masson had questioned who was the 1 SAU Position to part time impacting? Dr. Blake had replied it was his Administrative Assistant.

VOTE: 5-2-0 (Mr. Broderick, Ms. Brown abstained) Motion passes

EXPENDITURES REGISTER AND MANIFEST

The manifest was signed by the School Board.

ADMINISTRATIVE REPORTS

Election Results

Dr. Blake read the results of the March 8, 2016 town election.

Dr. Blake explained that since the proposed operating budget failed to pass, the School District will be operating under a default budget. Dr. Blake informed the Board they will need to come up with \$990,000 of budget reductions in order to meet the wishes of the voters. The Board reviewed and discussed the potential list of budget reductions from various areas within the operating budget.

Mr. Masson explained he wants to know what the core impact on these reductions will be and what the repercussions would be to each of these. It was the consensus of the Board to quickly review the proposed budget cuts.

Mr. Turmelle, Assistant Principal of Sanborn Regional High School addressed the Board. He stated the potential budget cuts at the high school of \$72,991 will impact every student at the school. The cuts would limit the number of courses offered in the future.

The Board was informed by a teacher at the Memorial Elementary that if the teaching position is cut from their budget of \$79,164, they would be looking at class sizes of 19 and 20 per classroom next year.

The Board discussed potentially eliminating the District Technology Integrator with a reduction of \$103,993 and how that will impact the district. Dr. Blake explained the work currently being done by the District Technology Integrator would need to be picked up by others in the district. This is a district wide position. There is only one technology integrator who has been in the district for eight years.

Administration and non-union health insurance was discussed. The potential cut would be \$99,365. They have the same health plan as the teachers. The potential cut to this line will require a less expensive plan for the District but employees will be required to pay higher deductibles of up to \$2,000.

The Board decided not to spend time this evening reviewing potential CIP budget reductions.

The Board reviewed potential cuts to the high school and middle school new athletics totaling \$38,800. Ms. Parady-Guay addressed the Board. She explained the potential cut to P.E. and Athletic Equipment in the amount of \$25,000 is for district wide, large replacement budget items. Ms. Parady-Guay indicated there are 250 students each season who participate in the athletics program (750 students each year). All freshman and juniors take P.E. totaling 400 students at the high school level. All elementary school grades participate in PE and all middle school students take PE at an average of 130-170 students per season.

The Board reviewed the potential cut to Drama supplies in the amount of \$5,000. This would be a 60% reduction in the theatre program.

Mr. Masson questioned why smaller amounts could not be taken from other lines to supply this line. He suggested rather than removing 60% from this line item, removing only a fraction would have less of an impact.

Mr. Termell explained how some of the cuts were arrived at by the leadership team.

Dr. Blake stated the remaining potential budget cuts on the list are replacements items, including file cabinets, student desks, library book replacement, technology equipment and furniture replacements. These are part of a replacement plan. Cutting these amounts will postpone these replacement items until the following year.

Mr. Ramey asked the Chairperson if the School Board will be looking at this list during a work session of the Board. Mr. Masson wants to schedule a work session during one of the two extra Wednesdays at the end of March.

STUDENT COUNCIL REPORT

Monique Ricard spoke of a program called “Adopt a Beach” in which students volunteer to clean up a beach. The beach they adopted was Pirate’s Cove in the Portsmouth area and members of the student council spent a few hours cleaning it up.

SCHOOL BOARD COMMITTEE REPORT

Dr. Blake asked to have the list of Sub-Committees reviewed by the Board members prior to the next school board meeting. Dr. Blake and Mr. Masson requested the board members review the list of sub-committees and choose which ones they would like to be assigned to in order of preference before the next regularly scheduled meeting.

MOTION was made by Mr. Broderick to create a new sub-committee to be named “Proficiency and Improvement Sub-Committee”. Seconded by Ms. Ross.

Mr. Broderick explained the purpose for this sub-committee would be to determine ways to improve state wide testing scores. The Board was in support of this. They discussed and suggested the number of members who could serve on the sub-committee and what the representation should be. It was suggested members should be from the community, a student, a teacher, and school board.

Mr. Masson will draft a Mission Statement for this proposed sub-committee.

VOTE: 7-0-0 Unanimous

SCHOOL BOARD CHAIRPERSON’S COMMENT

Mr. Masson thanked the community for their support. He presented a power point presentation outlining the School Board Mission and what makes a school board effective. He also presented a power point presentation describing what he would like to see the School Board accomplish and the direction he believes the School Board should go in this year.

He would like to see the Board become less of a ratifying group and more of one which sets policy and measure results, with consequences for failures.

Mr. Masson believes the School Board Chair and Superintendent need to establish a regular meeting schedule.

He proposed having the School Board members hold 'office hours' in the School Board room if any member of the community would like to meet with one of them to discuss concerns or matters of the school district.

Mr. Masson would like to bring back the concept of implementing SMART goals. He believes we as a School Board need to be held accountable through the same means as our students and leadership team are held accountable.

Mr. Masson requested annual reports of the following: Business Administrator Financial Report at the first school board session of the month. Enrollment, Attendance and Truancy reported at the first school board session of the month. Curriculum updates on Student Achievement Goals and Progress Continued. Mr. Masson requested having the Budget Committee present at the second school board session of the month.

Mr. Masson has requested they revisit the Dress Code policy before the 2016 spring season. He suggests a leadership demonstration at a School Board session with the following to occur: a. actual acceptable attire vs unacceptable, b. a standard for enforcement across the school district, and c. awareness of the process and procedures for upholding the dress code

With regards to decision making by the Board, Mr. Masson requests receiving materials in advance for appropriate decision making. For example, the Manifest, Check Register, Procurement, and Staffing.

With regard to student safety, Mr. Masson would like to revisit and uphold Emergency Operations Plans.

Mr. Masson requests a leadership meeting on the first Monday of each month, meeting of the elected officials in both towns with all elected safety, directors and department heads to be sure they are on the same page, one vision and one voice with School Board participation.

Mr. Masson referenced the Superintendent Survey and suggests implementing a new process in which the School Board did a review on the Superintendent, including a staff survey of the leadership team and community survey on the pulse of the SRSD.

Mr. Masson requests implementing a budget process which is transparent and accounts for prioritization of requested items, accounts for line by line review, and a full understanding in advance of what will be cut or added on the budget being voted on by the communities.

Mr. Masson wants to remind the community of the commitment the Board has pushed for in regards to academic excellence and would like to see the District Report refined and viewed as a vehicle to our district's success.

PUBLIC COMMENT

Ms. Gannon of Kingston congratulated the new Board members. She offered suggestions for budget reductions. She suggested cutting the security cameras at all the schools and the reconfiguration of the high school reception area totaling an amount of \$200,000. She stated the district and building administrators travel expenses at the high school and elementary schools is \$16,000, the district wide travel expenses is about \$17,000. She believes there might be some possibility of reduction in those areas.

Mr. Bates of Kingston addressed the Board and welcomed the new Board members. He spoke of the failed teacher's contract and asked that the Board acknowledge how they have not received a raise because their contract has failed to pass voter approval. He stated the Board has failed to sell the operating budget and the teacher's contract. He believes they need to explain the budget cuts to Fremont.

Ms. Stephan of Newton addressed the Board. She has become aware of an issue and wanted to bring it to the attention of the School Board. There are a growing number of disruptive students in the classrooms who are posing a challenge to the teachers. This information is coming from the kids.

Mr. Doggett of Newton addressed the Board. He doesn't want to see any impact on students or their safety. He recommended the School Board use the work the Budget Committee did and utilize it. Mr. Masson indicated he will take that into consideration.

Ms. Gluck of Newton addressed the Board. She referred to Mr. Turmelle's proposed reductions and stated it is difficult for the administration to go through the task of making cuts from their budgets. She commented the Board needs to listen to the professionals we hire to make those decisions. The Board should have a long meeting to discuss how to cut the budget with the least impact to the students.

Mr. Czyzowski, Sanborn High School teacher, commented on the failed teacher contract. He stated it is essential to this school district moving forward that the contract pass next year.

Mr. Turmelle commented on the life safety issues. The life safety issues came from the Department of Homeland Security audit. He urged the Board to have a serious conversation before cutting this area of the budget.

SCHOOL BOARD COMMENT

Ms. Ross welcomed the new Board members. She was pleased the proposed budget did not pass and was disappointed the teacher's contract did not pass. The teachers have gone 4 years without a contract and states they will lose teachers if we do not pass this contract.

Ms. Ross explained no cuts are ever easy and thanked the administration and Dr. Blake for doing what they could with the budget they are handed.

Ms. Ross stated there are some sub-committees that are missing from the list of sub-committees provided in their packet.

Ms. Bennett explained she was a member of the contract negotiating team and commends the representatives of the teachers. She is hoping they will keep the gains made from this negotiating team.

Mr. Broderick referred to the failed operating budget. He indicated the default budget is \$34 million while last year's actual money spent from the operating budget was \$32 million. This default budget has a 6.95% increase over last year. He stated the sky isn't falling and we must focus on the goal not the process.

Ms. Brown believes we have a resource optimization problem, not a revenue problem. She stated to keep in mind the national market for teachers and that we are here for the kids. We need to optimize the budget.

Mr. Ramey stated he appreciated the public who were in attendance and for their comments this evening. He hopes they will continue to be involved.

UNFINISHED BUSINESS - none to discuss

NEW BUSINESS

Appointment of District Officers

MOTION made by Ms. Ross to accept the appointment of the District Officers as outlined in Policy BDA. Appointment of School District Treasurer – Ronald A. Brickett, Appointment of School District Deputy Treasurer – Donna LeBlanc, Appointment of School District Clerk – Melissa Beal. Seconded by Ms. Bennett.

Mr. Masson asked if their salaries are fixed salaries. He also questioned how they got their position.

Dr. Blake stated the salaries are fixed salaries. School District Treasurer receives \$3,500 per year, School District Deputy Treasurer receives \$0 and the School District Clerk receives \$150. They were appointed several years ago. There is no set term.

Mr. Broderick believes they should open these positions up to the community each year to give other public members an opportunity at these appointments.

Mr. Masson indicated he will make that an action item for the Policy Committee.

VOTE: 7-0-0 Unanimous

Re-affirmation of School Board Policies

MOTION made by Ms. Bennett to reaffirm school board policies as written. Seconded by Ms. Ross.

VOTE: 7-0-0 Unanimous

Committee Assignments

Mr. Masson requested the Board members to send him their sub-committee preferences by April 1, 2016 and to place them in order according to preference.

MS-22

Ms. Coppola explained this is prepared based on the reductions to the budget. This was deferred to the next school board meeting. The Board has 20 days from the day of the vote to sign the MS-22.

COMMUNICATIONS RECEIVED/SENT

Dr. Blake received a letter from Amy and Jenny Plant regarding potential budget cuts to the French program at Sanborn High School and the reduction of a teaching position and were in favor of maintaining both of these.

WRITTEN INFORMATION – none to report

AGENDA ITEMS FOR NEXT REGULAR MEETING

Mr. Masson recommends scheduling budget discussions for Wednesday, March 23rd.

Ms. Ross suggested having tours taken of the schools before the School Board workshop on March 30, 2016.

Dr. Blake provided information for the new Board members regarding information on policies and the role of the School Board and its members.

Ms. Bennett explained when she visits one of their schools as a school board member; she would call for an appointment first and then call the Superintendent's office to let him know why she was going to the school. It is a matter of professional courtesy.

School tours will be scheduled on a Tuesday and Thursday in the morning and afternoon. Dr. Blake will look into the scheduling and let the Board know when these tours can be conducted.

Ms. Stephan asked if the Budget Committee members could join on the tours. Dr. Blake stated they could, however, he wants to be careful as to not cause a disruption to the students with a large group of people taking the tour while class is in session.

Mr. Masson stated the next School Board Budget Work Session will be held on Wednesday, March 30th at 5:00 pm in the School Board room. The public is welcome to attend.

Mr. Masson listed the agenda items that will be placed on the April 6, 2016 School Board agenda as follows:

- Budget
- Dr. Blake nominations to personnel
- First Truancy Enrollment Report
- Mr. Masson requested possibly looking into the disruptive behaviors that was mentioned earlier in the meeting and wants further context for the next meeting.
- Board goals – Mr. Masson will collect the information

PUBLIC COMMENT – none

SCHOOL BOARD COMMENT – none

ANNOUNCEMENTS

A School Board Work Session will be held on Wednesday, March 30, 2016 at 5:00 pm in the School Board Room (Room 137), at the Sanborn Regional High School, 17 Danville Road, Kingston, NH.

The next Sanborn Regional School Board Meeting will be held on Wednesday, April 6, 2016 at 7:00 pm in the School Board Room (Room 137), at the Sanborn Regional High School, 17 Danville Road, Kingston, NH.

NON-PUBLIC SESSION – no non-public session

ADJOURNMENT

MOTION made by Ms. Ross to adjourn the public session. Seconded by Mr. Ramey.

VOTE: 7-0-0 Unanimous

The meeting adjourned at 9:25 pm.

Minute submitted by,

Linda Mahoney
Recording Secretary

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

meeting of the School Board.