

**SANBORN REGIONAL SCHOOL BOARD  
MEETING MINUTES  
May 1, 2019**

**To view the video of this meeting, please visit our website at [www.sau17.net](http://www.sau17.net) and click on School Board Videos under the School Board menu**

A regular meeting of the Sanborn Regional School Board was held on Wednesday, May 1, 2019. The meeting was called to order at 6:01 p.m. by Sanborn Regional 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 (Excused)  
James Baker  
Larry Heath  
Jamie Fitzpatrick  
Tammy Mahoney  
  
Adam O'Rourke -Student Council Representative

**ADMINISTRATORS:**

Thomas Ambrose, Superintendent  
Michele Croteau, Business Administrator (Excused)

1. **CALL TO ORDER** at 6:01 PM by Chair Broderick with the Pledge of Allegiance led by two Middle School students.
2. **ACTION ON MINUTES-** Review of Public Minutes of [4/10/19](#). **Chair Broderick asked for a Motion to approve the Public Minutes of 4-10-19. Motion made by Dr. Brown and seconded by Mr. Baker.** No discussion.

**Vote: All in favor.**

3. **COMMUNICATIONS**

- 3.1 Distribution of Manifest Documents-Payroll Check Register # 22 in the amount of \$765,384.54 and Manifest Check Register #23 in the amount of \$470,950.52. Signatures by board members received.
- 3.2 Nominations- Superintendent Ambrose announced the following nominations:  
Bakie School- Jennifer Godfrey, Special Education Case Manager (\$49,934).

High School-Brenda Goudreau, Math Interventionist (\$50,221) and Abigail Presby, English teacher (\$38, 581).

**Chair Broderick asked for a Motion to approve the nominations, moved by Mr. Heath and seconded by Mr. Fitzpatrick.** No discussion.

**Vote: All in favor.**

- 3.3 Resignations- Superintendent Ambrose announced the following resignations with regret: Middle School-Christine Nolan, School Counselor. Mr. Ambrose thanked Ms. Nolan for her tremendous service and wishes her well in her retirement.  
High School-Lauren Petraitis, English teacher.

**Chair Broderick asked for a Motion to accept the resignations with regret, moved by Mr. Heath and seconded by Ms. Mahoney.** No discussion.

**Vote: All in favor.**

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

- ◆ Over 400 questions have been reviewed and answered by Administration in a 45 page document sent to the community via all media outlets. A summary page enables the reader to review the key points if they choose not to read the document in its entirety.
- ◆ School Board goals will be put on hold until there is a decision made on the District Reorganization Proposal. Please contact him to discuss this is any board member feels differently and he will discuss it with Chair Broderick.

#### 4. **COMMITTEE REPORTS**

- 4.1 Policy-Dr. Brown reported the Policy committee last met on April 29. Board members Brown, Heath and Broderick, Superintendent Ambrose (remotely), Asst. Principal Dawson and Director of Academics Dr. Haynes attended.

Per the Board's request, the Committee reviewed policies related to Public Participation at Board Meetings and Agenda Preparation (BEDB and BEDH) as well as the Code of Ethics (BCA). The Committee recommends no major revisions to these policies at this time, though one change to BEDB will be motioned at the next Board meeting. Currently Policy BEDB states, "the Board reserves the right to limit public discussion of Board meetings to agenda items only." Policy BEDH states, "Members of the public may offer comments on agenda items only." And Policy BCA states, "Employees [defined to

include School Board members] shall not... use School District work hours ...to campaign... for any candidates for political office.” The committee suggests the Board Chair consider reminding meeting attendees of these rules, particularly at meetings occurring just prior to School District elections. Board members are also reminded that they may state “Point of Order” at any time during a meeting if proceedings are believed to deviate from Board policies. 3 policies referred back to subcommittee - DFA, DFF and EC - were then discussed, and will be returned to the Board at its next meeting. Mr. Fitzpatrick sent us comments on policies DFA and DFF and other policies in sections D, E, I and J. Some of his suggestions will be addressed tonight (May 1); the remainder will be reviewed at the next Board meeting on May 15. Regulations governing Federal Grant money now require a new set of policies; a new policy “DAF: Administration of Federal Grant Funds” was discussed. DAF is more than 20 pages long and includes 10 subsections, DAF-1 to -10. The full draft will be forwarded to Board members this week with a motion to approve at the next Board meeting. DAF’s language is set by Federal law and guidelines and cannot be re-drafted or changed by our Board. Policies DJ and DJB will also require revision to add references to DAF (at our next Board meeting).

Finally, the committee reviewed changes to additional J policies recommended by the New Hampshire School Board Association, and supported by district administrators: JIHB and JIHD (two new policies); JH, JICB JICDA, JIDFA; JICJ, JRE, JIH, JIH-R, (drafts of revised/updated policies); JLCE-R1 (for reaffirmation); JLCJ (for reaffirmation/reclassification); JH-R, JH-R1, JK-R (recommended for repeal, no longer needed). Members agreed the revisions are ready for 1st Reading at the 5/15/19 Board meeting. The meeting adjourned at 2:43 PM. The next Policy Meeting will take place on Monday, May 6 from 12-1:30.

Ms. Mahoney commented that she would like to revisit the question of why subcommittee meetings are being held during the work day when it is really impractical for other board members who work and any members of the public who may want to attend. Dr. Brown commented that they are planning to shift all the subcommittees to 4:30 in the afternoon. Discussion ensued. This topic will be added to the 5/15 agenda if not worked out before then.

- 4.2 EISA- Ms. Mahoney reported that committee met on April 10<sup>th</sup>. In attendance: Chair Tammy Mahoney, Ms. Electra Alessio, Mr. Jamie Fitzpatrick, Superintendent Ambrose, Interim Director of Academics, Professional Learning and Student Affairs Patty Haynes, HS Assistant Principal Bob Dawson, Director of Guidance Heidi Leavitt. Called to order by Mahoney at 4:30 pm. Meeting was held in the SAU conference room. Minutes of the 1/23/19 meeting were reviewed and approved.

Ms. Mahoney was appointed to continue as the Chair by unanimous vote.

Ms. Leavitt reported on the progress of the Early College program. 17 students have taken the Accuplacer test, which is an encouraging indication of interest. Sanborn was awarded a \$20,250 grant to help offset the tuition costs and maximize participation, particularly among 1st generation students.

Student Success benchmarks were also discussed. It is projected that over 90% of this year's graduates will meet the district's criteria for student success. The number of students taking the ASVAB, and participating in ELO's/internships have increased from last year. The ELO program was discussed in further detail. Students present their experiences at the end of the year, and committee members were encouraged to attend if possible. Ms. Alessio suggested inviting members of the press to the presentations. Another possibility discussed was to have 1 or 2 students present to the board at one of the June meetings.

NHDOE Commissioner Edelblut will be visiting on May 3rd to learn more about the program, and to explore possibilities for implementation in other districts. To begin the process of Strategic Planning, Ms. Haynes will be presenting at the next committee meeting about work that the district will be undertaking to establish a Portrait of a Graduate.

Annie Collyer of Newton expressed interest in a review of the Shaker Regional District outcomes, which is another agenda topic for the next committee meeting.

Meeting was adjourned by Mahoney at 5:35. The next EISA meeting will be held on 5/15 at 4:30 pm.

4.3 Facilities- Mr. Baker the next meeting is scheduled for 6-5-19, but that could change.

4.4 Finance- Mr. Baker reported that the group will meet on April 17. The committee members present were Jamie Fitzpatrick and Jim Baker plus Matt Angel, and Corey Philbrick from the Auditing Firm, Vachon, Clukay ("Cluekay") and Co.

The first order of business was to elect the Committee Chair for this term. Matt Angel presided. Jamie Fitzpatrick nominated Jim Baker. Baker accepted and the vote was unanimous. The minutes from our March 13th meeting were reviewed and approved. Corey Philbrick reported the results of the District's annual financial audit for fiscal year ending 2018. The audit is an annual independent financial review that is done to assure the District is in compliance with generally accepted accounting practices and financial requirements. The audit report was completed in January. Mr. Philbrick is scheduled to report the details at the June 5th School Board meeting.

We reviewed a breakdown of adjustments to the Revolving Fund. The fund balances are in the process of being updated. We discussed the school lunch program outstanding

balances and work being done to bring balances current. We reviewed the March 2019 Budget Reports. The expenditures for Health and Dental were: \$390,974.98  
The expenditures for The General Fund excluding Health and Dental were:  
\$2,508,007.31

We reviewed the authority of the Finance Committee to approve line item Budget Transfers of up to \$10,000 and decided to request no change to that amount.

The next Finance Committee meeting is scheduled for May 8th @ 4:30 PM.

4.5 Public Relations-No report.

4.6 Personnel- Meeting – Dr. Brown reported that the next meeting is on 5/22 at 5 PM.

4.7 SST- No report.

4.8 Seminary –No report.

4.9 Budget- Mr. Heath reported that the group met on April 11th at 7PM. The meeting was called to order by the District Clerk. An election of officers was held with Ms. Collyer voted in as Chairperson and Moira Bashaw as Vice Chairperson. The group decided that having a new committee member as Vice Chair is a great way to orient them to the Budget Committee process. The Minutes of the 2/4 meeting were approved. The Budget Calendar for next year was reviewed and approved and will be now be reviewed by the Superintendent and Business Administrator. A Subcommittee was established to review the guidelines for the Committee. The next meeting is 10/10 /19 at 7 pm in the Library.

5.0 Wellness-No report.

**Chair Broderick asked for a Motion to move Item 8.2 up on the agenda. The Motion was moved by Ms. Mahoney and seconded by Dr. Brown. No discussion.**

**Vote: All in favor.**

8.2 Extended Learning Opportunities (ELOs) - Mr. Stack began by saying that this presentation is Part I (the projects) and at a future meeting will explain Part II (the Internship side) of ELOs. Sanborn has been doing them for quite some time, but they are starting to garner quite a bit of support around the State. In fact, the Commissioner of Education, Frank Edelblut, is working on an initiative called *Learn Everywhere* to scale up the Extended Learning Opportunity model to many schools around the State. Mr. Stack stressed that the best kind of learning is when students are passionate about an idea g and personally engaged in wanting to

explore and research more about it. He introduced Mr. Jim Enright, a Special Education teacher at Sanborn who has volunteered to spearhead the current ELO projects after being the recipient of the funding received from the Seminary Trustees. The Board heard from Mr. Enright and some students about their projects.

**Chair Broderick asked for a Motion to move Item 8.1 up on the agenda. The Motion was moved by Ms. Mahoney and seconded by Dr. Brown. No discussion.**

**Vote: All in favor.**

8.1 Cooperative Ice Hockey w/Epping- Athletic Director, Vicki Parady-Guay, introduced the agenda item by saying that the NH Interscholastic Athletic Association (NHIAA) offers the opportunity to have cooperative teams with towns in your area. The option of having students from Epping join the Ice Hockey team would be pursued whether the warrant passed or not, so Ms. Parady-Guay wants to ensure the board knows that this is not something new they are bringing forward. With smaller schools, this option is a great opportunity. The NHIAA rules stipulate that there be a “No Cut” policy, so no one will be displaced at Sanborn. The Agreement is for one (1) year with a continuance for the next classification cycle. The joining town pays their share of the total costs. The NHIAA guidelines are followed as they would be for any of the teams. Sanborn would be the lead team in the Cooperative, so current coaches would stay place and Ms. Parady-Guay would handle the schedules, buses and hiring of officials.

**Chair Broderick asked for a Motion to approve the Application to the NH Interscholastic Athletic Association (NHIAA) for a Cooperative Ice Hockey Agreement with the town of Epping. The Motion was moved by Mr. Baker and seconded by Mr. Heath.**

**Vote: All in Favor.**

5. **STUDENT COUNCIL REPRESENTATIVE REPORT**

Mr. O’Rourke reported that, the freshmen are working on fundraising ideas and getting ready for next year, the sophomore’s Pizza Fest is on for May 3<sup>rd</sup> at 6pm at the High School, the junior class is getting ready for prom on June 18<sup>th</sup> and the seniors are getting ready for a cruise and other senior events. Earth Day events had many beneficial activities. The 2019-20 elections are coming up and those will be held by late May or early June.

6. **1<sup>st</sup> PUBLIC COMMENT-**

Tammy Gluck (Newton)-The times of Subcommittee meetings should be in the evening and the time of the School Board meeting should be later than 6 PM to accommodate the community.

With the agenda moving as expeditiously as it has been, the later start would not make for late nights.

Cheryl Gannon (Kingston)-Commented that the Seminary discussion was on the agenda tonight and she is wondering if there has been any progress on that? There has not been an update in a while. Also, the ELO presentation tonight was amazing and it is great to see kids getting their hands in things and making things. There is such joy in that creativity and in problem solving, which has been somewhat lost with the movement towards screen time. She hopes that the Board will continue to support that.

7. **OLD BUSINESS**-Policies for 1<sup>st</sup> and 2<sup>nd</sup> Read

**Policies**-**Dr. Brown made a Motion to approve new policies: IKFC and JFABD-R1; repeal old policies: JEB-E and JHCB; reaffirm policies: JI and JIB; and approve as-revised policies: JEB, JFAA, JFAB, JFABB, JFABB-R, JFABD, JG, JICA, JICA-R, with 1st and 2nd Read. Motion moved by Mr. Baker.**

- 7.1 IKFC: Alternate Diploma for Students with Significant Cognitive Disabilities (new policy)
- 7.2 JEB: Entrance Age (updated)
- 7.3 JEB-E: Entrance Age Checklist (recommend Repeal)
- 7.4 JFAA: Admission of New Resident Students (updated)
- 7.5 JFAB: Tuition Policy (updated)
- 7.6 JFABB: Foreign Exchange Students (updated)
- 7.7 JFABB-R: Admission of Foreign Exchange Students (updated)
- 7.8 JFABD: Admission of Homeless Students (updated)
- 7.9 JFABD-R1: Homeless Education Dispute Resolution Process (new policy)
- 8.0 JG: Assignment of Students to Classes and Grade Levels (updated)
- 8.1 JHCB: Student Rights of Freedom of Assembly and Freedom of Religion (recommend Repeal)
- 8.2 JI: Student Rights and Responsibilities (reaffirm only)
- 8.3 JIB: Student Involvement in Decision Making (reaffirm only)
- 8.4 JICA: Student Dress (updated)
- 8.5 JICA-R Student Dress (updated)

Discussion on JEB (entrance age for Kindergarten), JFABB (Foreign Exchange Students), and JICA (Dress Code) ensued, amongst other questions previously submitted by Mr. Fitzpatrick.

**Vote: All in favor.**

8. **NEW BUSINESS** –See moved agenda items 8.1 and 8.2 after 5.0.

Mr. Broderick brought up start times on the agenda. Should they be listed as being approximate or eliminated altogether? Discussion on this topic ensued. The Board agreed to list start times for special public events.

9. **2<sup>ND</sup> PUBIC COMMENT-**

Annie Collyer (Newton) - First, with the discussion of agenda time limits, thank you for your efficiency in always accomplishing the tremendous amount of work you do in a timely fashion. Second, regarding the dress code discussion, she believes there is a dress code and could it be revisited? Finally, thank you for the creativity in finding the 1500 storage lockers for the students to explore more Extended Learning Opportunities.

Tammy Gluck (Newton)-recommended that new School Board members and Budget Committee liaison from the School Board review new reports out (by NH Public Radio series) that focus on how the State decides on adequate funding for education.

10. **OTHER BUSINESS**

10.1 Next Meeting Agenda

◆ Subcommittee Dates and times

10.2 Announcements

10.2.1 The next Sanborn Regional School Board meeting will be held on Wednesday, May 15<sup>th</sup> in the Sanborn Regional High School Auditorium from 6-9 PM. The Public Forum regarding the District Reorganization will begin at 6:45 PM. Childcare will be provided beginning at 5:45 pm.

11 **NON-PUBLIC SESSION-** RSA 91-A: 3 II (c) (d)

**Motion made by Mr. Heath to enter into Non-Public Session at 7:57 pm, seconded by Ms. Mahoney. A Roll Call vote was held of all members present.**

**Vote: All in Favor**

12 **ADJOURNMENT-** Meeting adjourned 7:57 PM

Minutes Respectively Submitted by:

Phyllis Kennedy  
School Board Secretary

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