

**SANBORN REGIONAL SCHOOL BOARD
MEETING MINUTES**

December 20, 2017

(Due to technical difficulties with our audio, the 12/20/17 School Board video is not available this week)

A regular meeting of the Sanborn Regional School Board was held on Wednesday, December 20, 2017. The meeting was called to order at 6:07 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
James Baker
Larry Heath
Taryn Lytle
Tammy Mahoney
Corey Masson

ADMINISTRATORS:

Thomas Ambrose, Superintendent
Michele Croteau, Business Administrator

1. **CALL TO ORDER** at 6:07 PM by Chair Broderick with the Pledge of Allegiance.
2. **ACTION ON MINUTES** –Chair Broderick asked for a Motion to approve the Public Minutes of 12-6-17. Motion made by Mr. Baker and seconded by Mr. Heath. On page amend 6th paragraph to read \$1500 for stipends and \$750 for mentoring.
Vote: All in Favor.

Action on Non-Public Minutes of 11-15-17- Chair Broderick asked for a Motion to approve the Public Minutes of 11-15-17. Motion made by Mr. Heath and seconded by Mr. Baker. **Vote: All in Favor.**

Action on Non-Public Minutes of 12-06-17- Chair Broderick asked for a Motion to approve the Public Minutes of 12-6-17. Motion made by Mr. Masson and seconded by Mr. Heath. **Vote: All in Favor.**

3. **COMMUNICATIONS**

- 3.1 **Manifests-** Expenditures Check register #15 in the amount of \$246,515.34 dated 12-20-17, Expenditures Check register #15A in the amount of \$4,000 dated

12-20-17 and Payroll Check Register #12 in the amount of \$821,242.09 dated 12-14-17. Manifests signed/approved by Board and Administration.

3.2 Resignations- None

3.3 Nominations- None

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

High School:

Last week the Kingston Fire Department was honored at the NH Scholars Breakfast of Champions in Manchester as one of about a dozen "Business Leader NH Scholars Champion Awards" given state-wide. The event was attended by a couple hundred NH educators, business leaders, elected officials, and other dignitaries. The Kingston Fire Department has been a very active part of Sanborn Regional High School's Career Pathway program since its creation a few years ago. Their involvement includes providing a number of career speaker talks for students during our advisory period, opening up their facility for industry tours, and sponsoring a number of individual students for do for our students each and every day!

Sanborn Regional High School is excited to announce that one of our teachers has been selected as the recipient of the 2017 New Hampshire High School Presidential Award for Excellence in Mathematics. Dr. Kevin Conant has been a math teacher at Sanborn since 2007. He is also a graduate of Sanborn. He has been engaged in very innovative work at the state-level with the development of performance tasks that are used for accountability purposes in schools across the state, including Sanborn. Dr. Conant's advanced knowledge and command of the Common Core standards for mathematics have helped his team and our school immensely. This achievement is well-deserved, and we are very lucky to be able to call Dr. Conant our own. CONGRATULATIONS DR. CONANT ON THIS GREAT HONOR.

On Friday, December 1, Neal White and Marga Bessette from 95.7 WZID's NH in the Morning surprised our high school safety officer Rick Theriault by honoring him for his service and dedication as an educator in our school. Representatives from Autofair surprised Rick with a nice gift and award. Our school honored Rick in front of a captive but surprised student audience at second lunch. Rick was very surprised, and humbled. Please join us in thanking him for his dedication to our school!

On Wednesday, 20 December, Sanborn educators Nicole St. Jean, Robert Dawson, Heidi Leavitt, Deirdre Cotter, Amanda Bradley, and Michael Turmelle attended an SAT and Khan Academy Training by the New Hampshire Department of Education. Educators learned how to interpret SAT scores, how to approximate expected SAT scores based upon PSAT scores, how to assist students to link their score reports to the free online SAT prep program, Khan Academy.

Memorial Elementary

Students from the band and chorus performed in a combined evening concert at SRHS at 6:30 PM on Thursday, December 14th. All the students sounded wonderful and the talent was off the charts! It was clear that they practiced often and their teachers worked very diligently to get them prepared. They shared this performance for students in PreK-grade 5 this afternoon and everyone was extremely impressed.

Student Council members collected non-perishable goods to bring to residents of Packer Meadows. In all, over 20 boxes of food were collected and delivered today (Wednesday, 12/20).

Bakie School:

Bakie band and chorus students combined with students from Memorial School for a special winter concert on Thursday, December 14th. It was a wonderful performance, especially knowing that evening was the first time students from both schools had been on the same stage together.

Bakie School would like to extend a huge thank you to the Bakie Boosters Club. The Boosters opted to provide each classroom teacher with \$100 to purchase books for their classroom library. They also agreed to provide funds to repair a portion of the sign out front of the school. Both of these purchases will greatly benefit Bakie School and the Kingston community.

Middle School:

Holidays around the world was celebrated today with students and parents sampling various foods from different countries. Thank you to teacher Donna Belville for a wonderful event.

Mr. Ambrose enjoyed playing bass in the Middle School & High School Chorus concert held on 12/19 at the High School and was very impressed by the expertise of the students who he shared the stage with.

Mr. Ambrose closed by reading the following piece from the Annual Report of 1966-67 which he said clearly shows that as much as things change, in many respects they stay the same:

Finances

Since a complete and thorough discussion relative to finances will be held at the annual district meeting on March 11th and since several other pages have been devoted to this topic elsewhere in this report, a brief comment here should suffice.

First, let us make no mistake about it-education can be expensive. And yet, now that we have examined Sanborn Regional's program and have seen what it represents, can we honestly say, as many do, that the cost of such an enterprise is too high and is something we cannot afford? The direct cost to the taxpayers of Kingston and Newton to educate a child for one year, regardless of grade, is now \$450.00. What other equally important commodity is this inexpensive? In fact, if we were to compare it with an item such as the annual depreciation rate on the family car, for example, we would find that a year's education at Sanborn Regional costs less. If we can afford one, we can certainly afford the other.

Therefore, let's try to be a little more realistic about this whole financial situation and indicate our renewed support for quality education at a reasonable rate, by approving the School Board's 1967-68 budget on March 11, 1967.

Francis C. Wilson
Superintendent of Schools

Ms. Lytle added that the high school chorus is taking their show on the road visiting various communities (Senior Citizen housing, libraries, etc.) around the District to perform.

4. **COMMITTEE REPORTS**

- 4.1 Policy- Dr. Brown reported that the next meeting is January 3rd at 5PM and the agenda will include discussing a policy for Memorials, Vape Pens, and Administrative Policies. She reminded subcommittee members to submit the status of their respective committees per Policy BDE which states the following:

Prior to March of each year, committee chairs will produce a written status report and forward a copy of this report to the Superintendent of Schools. The subsequent Chairs shall review the status report with the sub-committee members to ascertain new goals. The yearly goals shall be brought forward to the board and each subcommittee will produce a set of yearly goals for the committee's work which are aligned to the School Board's annual goals.

- 4.2 EISA-Dr. Brown informed the group that the committee met this evening and reviewed documents for determining standards of student success including Career and College Readiness Indicators from NH Department of Education, K-12 Academic Best Practices, and the SRSD 2016 Assessment Scores for English/Language Arts and Math which showed overall improvement. The next meeting will be on 1/17 AT 5pm.

Mr. Masson asked if he could assist in creating a status sheet for the subcommittees regarding Policy BDE. Mr. Ambrose responded in the affirmative. He also asked about the assessment scores.

Superintendent Ambrose suggested that Curriculum Director, Michael Turmelle present those scores at one of the Board meetings in January.

4.3 Facilities- No report

4.4 Finance -No report

4.5 Personnel- Ms. Lytle reported that the committee met on 12/11 and discussed Policy CBI-R, *Evaluation of Superintendent of Schools* specifically in regard to Mr. Ambrose having recently started the position.

Motion made by Ms. Lytle to delay evaluation of Superintendent and commence with the cycle from January to December, 2018.

Dr. Brown commenting that although Mr. Ambrose has not been here for a year, he could be evaluated on the months served. Discussion ensued.

**Vote: 5 in Favor, 2 Opposed (Dr. Brown, Ms. Mahoney)
Motion passes.**

Ms. Lytle added that the Personnel Committee recommends that the Board meet between now and the summertime to review a survey type form.

Mr. Ambrose commented that he is looking forward to the hearing about the goals that the Board will set and how they will tie to those for the entire organization.

Ms. Lytle closed by saying that the next meeting is scheduled for January 15th at 1PM.

4.6 Public Relations- No Report.

4.7 SST- No Report

4.8 Seminary Task Force - Dr. Brown reported that the group met on 12/7. She reviewed that members are comprised of the following: Those appointed by Kingston and Newton selectman (George Korn, Electra Alessio, Lynn Gainty) as well as community member Tammy Gluck, and

School Board members, Corey Masson, and Dr. Brown. School Administrators Superintendent Tom Ambrose and Business Administrator, Michele Croteau are also participants representing the School District. They are working on a timeline and have had one property appraisal thus far, with a second in the works. They will have a 2017 progress report for constituents as they work towards a future finalized Warrant Article.

The next meeting is scheduled for January 31st at 8:30 AM in the SAU office.

- 4.9 Budget- Ms. Mahoney reported that at the last meeting on 12/14, the budget number they had agreed on was \$35,108, 007. Discussion ensued on at-large member's role on School Board.

Dr. Brown suggested finding out the legalities of negotiating across the board

5. **PUBLIC COMMENT**

- 5.1 Cheryl Gannon (Kingston) - inquired about the New England School Development Council's (NESDEC) proposal for the evaluation of the district and whether we are obtaining other proposals as well.

Mr. Ambrose answered that they are the pre-eminent company for student enrollment projections and since we already have a history and years of data provided by them, it may be prudent to use them to provide the service of studying our facilities. However, he added that he is not opposed to obtaining other bids.

- 5.2 Mary Cyr (Kingston)-encouraged the Board to prioritize the development of goals and objectives for themselves and for the Superintendent close to the first of the year so that they are in place with no lag time in assessing performance.

6. **OLD BUSINESS**

- 6.1 NESDEC- Superintendent Ambrose reported that money had been found in the Facilities Use Revolving Fund to assist with a detailed facilities study by the New England Development Council (NESDEC) who as

previously mentioned would complete a study for approximately \$30K. Mr. Ambrose is seeking guidance from the Board on this.

Mr. Masson asked about the timeline for this and Mr. Ambrose responded sooner rather than later.

The Business Administrator suggested that NESDEC be put on the next agenda for a detailed look at what the proposal would exactly provide.

Mr. Baker asked that it be a comprehensive proposal and Chair Broderick commented that the history with NESDEC would guarantee that. Mr. Ambrose added that the proposal would increase the scope past enrollments to comprise a study of the District overall.

6.2 Facilities Use Revolving Fund- Ms. Croteau reported that the fund currently has \$297,862.00. The Budget Committee is making recommendations for \$187,000. If adopted by the Board, this leaves \$110,000. The list of what that could be used for is:

- ◆ NESDEC Study-30K
- ◆ Technology Switches-30K
- ◆ DDC Bakie Climate Controls 91K
- ◆ High School Gym Floor (Refinishing)-\$26, 750
- ◆ High School Small Gym Floor (Refinishing)-\$7,500
- ◆ Swasey Gym Floor-\$1,800

Total=\$187,050

Mr. Ambrose asked for a Motion to authorize upgrading Technology Switches in the amount of \$30K for the District. Motion moved by Ms. Lytle and seconded by Mr. Heath. Vote: All in Favor.

Mr. Ambrose asked for a Motion to authorize Climate Controls at Bakie School in the amount of \$91K, moved by Mr. Heath and seconded by Ms. Lytle. Vote: All in Favor.

Discussion ensued on refinishing gym floors and Mr. Ambrose will ask Facilities Director, Mr. Riley to address at next meeting.

Mr. Masson asked if these were CIP items. Mr. Baker commented that the revolving fund is replenished by leasing property, not from the tax payers.

6.3 Substitutes- Mr. Ambrose reported that they have been meeting about

Substitutes and he believes they can do things differently. He will report on that at the next meeting.

7. **NEW BUSINESS**

7.1 1st Read Policy GCBB-Administrators' Salary Policy

Dr. Brown reported that the 2 changes to this policy relate to Mr. Turmelle's job description change and the removal of verbiage around a previous job title as well as the evaluation procedures thereof.

7.2 Board Stipends-Chair Broderick began by saying that history shows that there cannot be an expense without an appropriation. He explained that he has researched the issue around the stipends and how to account for them, saying that an option is that they can be paid out and then returned. **Mr. Broderick asked for a Motion that annual stipends of \$1000 be paid annually to each of the 7 Board Members. Motion moved by Mr. Heath and seconded by Ms. Lytle.**

Mr. Baker recounted the stipend situation last year saying that during budget season because of cuts, administrators were not receiving raises and the School Board decided not to take their stipends.

Mr. Masson added that in a presentation to the Budget Committee, Dr. Blake had listed their stipends in the list of cuts he recommended.

Discussion ensued on "Sanbornizing" and a previous warrant that went before the voters regarding salary increases for teachers.

Dr. Brown commented that this stipend is a line item not a warrant. Mr. Heath commented that most line items end up in the budget with a warrant and if there is even a hint of a warrant you are overriding the citizens and can be open to liability as they can say, "We paid you".

Mr. Baker asked how it was paid previously. Mr. Broderick reiterated that as an SB2 town, you cannot spend without an appropriation and past practices show they were always paid. Ms. Croteau said that it was a budget item beginning in 1966-67.

Mr. Ambrose asked to move the Motion to pay the stipends. Vote: 4 in Favor, 1 Opposed (Ms. Mahoney), and 2 Abstentions (Dr. Brown, Mr. Baker). Motion Passes.

- 7.3 Budget Update- The discussion centered on the difference in the Board's Budget # of \$35,292,066 and the Budget Committee's # of \$35,108,007, **a difference of \$184,059.**

Discussion ensued on the Grant for the substance abuse counselor position, the administrative assistant for BA and Curriculum Director, subscriptions and online access fees. Teacher positions, professional development, gym floors.

Mr. Ambrose asked for a Motion to reduce the proposed budget number to \$35,185,504. Motion moved by Mr. Heath and seconded by Mr. Masson.

Vote: 6 in Favor, 1 Opposed (Mr. Baker).

- 7.4. 1st Read School Calendar 2018-9

Mr. Ambrose reviewed the calendar pointing out the ½ day proposed for December 21st. The number of Early Release days was discussed. Ms. Lytle asked to maximize instructional time and Mr. Masson added that that kids “check out” on those days. Mr. Ambrose discussed the huge costs to a full day of Professional Development versus an Early Release. Chair Broderick commented that they have to align with SST and Fremont's PD days as well.

8. **OTHER BUSINESS**

- 8.1 Next Meeting Agenda

- a. NESDEC Proposal
- b. Substitutes
- c. February Board date
- d. Academic Calendar
- e. Gym Floors report

- 8.2 Announcements

8.2.1 The next Sanborn Regional School Board meeting will be held on **Wednesday, January 3, 2018 from 6-9 PM in the Library** at Sanborn Regional High School.

8.2.2 The **Budget Committee will hold a Public Hearing on Thursday, January 11, 2018 at 7PM** in the Library at Sanborn Regional School District, 17 Danville Road, Kingston, NH

- 8.2.3 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 24, 2018**, and end on **Friday, February 2, 2018** 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 until 5:00 p.m. at the SAU Office located on the 2nd floor of the Sanborn Regional High School, 17 Danville Road, Kingston.

- 8.2.4. The **First (Deliberative) Session** of the Annual School District Meeting will be held on **Wednesday, February 7, 2018** at 7:00 p.m. in the auditorium at Sanborn Regional High School. Snow date is February 8, 2018.

The **Second (Voting) Session of the Annual School District Meeting** will be held on **Tuesday, March 13, 2018** 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.

9. Non- Public Session RSA 91-A 3 II- None held.

10. Meeting adjourned at 8:25 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.