

**STATE OF NEW HAMPSHIRE
SCHOOL ADMINISTRATIVE UNIT #86
BARNSTEAD SCHOOL BOARD**

MINUTES

Barnstead School Board
Wednesday, February 4, 2015
Barnstead Elementary School

I. CALL TO ORDER

Members Present: Diane Beijer, Chairperson
Eunice Landry, Vice-Chairperson
Kathy Grillo, Member
Genevieve Michaud, Member

Others Present: Tim Rice, Principal
Julie Couch, Assistant Principal
Donna Clairmont, Business Administrator
Members of the Faculty

Absent: John Fauci, Superintendent

Chairperson Beijer called the meeting to order at 6:06 PM in the Library of the Barnstead Elementary School.

II. PLEDGE OF ALLEGIANCE

All present rose to pledge allegiance to the flag.

III. AGENDA REVIEW

On a motion made by Ms. Landry and seconded by Ms. Michaud, the Board voted unanimously to approve the agenda as modified:

1. Bus Schedules

IV. APPROVAL OF MINUTES

On a motion made by Ms. Michaud and seconded by Ms. Grillo, the Board voted unanimously to approve the Board Meeting minutes of December 16, 2014 as amended:

1. On Page 2 under nominations the teacher is Lynn Stockman (not Stockwell).
2. On page 3, #5 the Holiday Concert date should be 12/17(not 2/17).

V. PUBLIC INPUT

None

VI. BES ADMINISTRATION

A. Action Items

1. Nominations

a) Becky Blake – Maternity Leave Sub Update

Mr. Rice stated that we do not have a sub for Ms. Blake. This is a problem because as a speech pathologist she has a caseload of 27 and these services are a part of the students' IEP. They are going to change the wording of the ad and accept part time and per diem applications.

There was a discussion on how to get this service provided.

b) The Board was provided with information on Brooke Burley as Skills Development Leader for the BAZ program.

On a motion made by Ms. Landry and seconded by Ms. Michaud, the Board voted unanimously to accept the recommendation of the Administration and approve Brooke Burley as Skills Development Leader for the BAZ program.

c) BAZ Site Coordinator position – open

d) BAZ 1:1 Para position – open

B. Informational Items

1. BES Enrollment

Mr. Rice provided up-to-date enrollment information. As of 1/26/15 enrollment was 471. There have been ins and outs since then.

2. Strategic Plan Update

The 1/15/15 meeting was cancelled. The next meeting is scheduled for 2/12/15 at 4:30 PM. Mr. Rice indicated that they should be finished up at the next meeting.

3. SPED Department Update

Mr. Rice informed the Board that he and Ms. Couch have been sharing this role. The staff has done an outstanding job in

supporting each other. We have also had assistance from PMHS and Gilmanton. We will start looking again in March which is the hiring season for educational positions.

The Board and Administration thanks PMHS and Gilmanton for their assistance.

4. Upcoming Events

Parent/Teacher conferences – 1/29/15 – there were fewer than expected meetings due to the weather. There have been phone conferences to discuss issues.

Early Release – 2/11/15 – Professional Development will take place in the afternoon.

Winter Break – 2/23/15 – 2/27/15

5. Bus Schedules

Ms. Grillo stated that she received a letter from First Student stating that BES asked them to return the Blue Bus route to what it had been previously. There was only a 2 day notice for this change. She heard from a couple of people who were not happy about this.

There was a discussion about the fact that this letter went out without confirmation from the school, who did not request this change. Ms. Couch explained what was said to a bus driver, who misinterpreted her comments to the bus company.

There was a discussion about the ongoing issues on Brown bus and it was noted that the bus has had 8 drivers this year. BES is not recommending any changes for a while.

VII. SAU ADMINISTRATION

A. Action Items

1. COPsync911
2. Mr. Rice noted that Homeland Security has a grant for COPsync911, which allows schools to connect with emergency services through a computer one touch system.

Chief McDowell explained the system and noted that Alton has accepted this system and Gilmanton and Pittsfield are also looking into it. This system also goes to the Belknap County Dispatcher.

With this system a teacher can let the police know what is happening inside the building as it is happening.

The cost is free the first year through the grant, and would cost \$1800 in year 2 (\$1200 for subscription fee and \$600 for set up) and \$1200 per year for subscription thereafter. Chief McDowell stated that this is worth the small expense to ensure the safety of students and staff.

On a motion made by Ms. Grillo and seconded by Ms. Michaud, the Board voted unanimously to accept the recommendation of the Administration and Chief McDowell to accept the proposal to initiate COPsync911 in Barnstead.

3. Function Transfer Request

The Board was provided with an updated expenditure report and a list of function transfers.

On a motion made by Ms. Landry and seconded by Ms. Michaud, the Board voted unanimously to approve the Function Transfer Request in the amount of \$189,637.05.

4. Warrant Articles

The Board was provided with the draft Warrant Articles.

Ms. Clairmont noted that Article XV was added to discontinue the Gifted and Talented Trust fund. She also provided the Bond Schedule for the roof and the estimate of the architect for design services for BES.

ARTICLE II:

To determine and fix the salaries of the School Board and the compensation of any other officers or agents of the District as follows: Moderator \$150.00 per meeting; Clerk \$150.00 per meeting; Chairman of the School Board \$2,700.00; School Board Members \$2,500.00 each; School Treasurer \$600.00; Truant Officer \$125.00; and Supervisors of the Checklist \$100.00 each per meeting.

On a motion made by Ms. Landry and seconded by Ms. Grillo the Board voted unanimously to recommend Article II.

ARTICLE III:

To see if the Barnstead School District will raise and appropriate the sum of **Four Hundred Sixty-One Thousand Seven Hundred Seventy-Five Dollars and No Cents (\$461,775.00)** said sum representing 50% of the total amount of **Nine Hundred Twenty-Three Thousand Five Hundred Fifty Dollars and No Cents (\$923,550.00)** (gross budget) for the purpose of installing an engineered metal roof system on Prospect Mountain High School, and to authorize the issuance of not more than **Four Hundred Sixty-One Thousand Seven Hundred Seventy-Five Dollars and No Cents (\$461,775.00)** of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33) and to authorize the School Board to issue and negotiate such bonds or notes and to determine the rate or rates of interest thereon, and further to authorize the School Board to apply for, accept and expend any federal, state or other aid that may become available for

said project, and to take all other appropriate action necessary or convenient to carry out this vote; and further to raise and appropriate an additional sum of **Ten Thousand Five Dollars and Twelve Cents (\$10,005.12)** towards the first year's interest payment based on the bond or note ; or take any other action relative thereto; and further that this appropriation shall be contingent upon both Alton (50%) and Barnstead (50%) School Districts adopting this bond article, and appropriating and transferring their respective sum of money. (Two-thirds ballot vote required)

On a motion made by Ms. Beijer and seconded by Ms. Grillo, the Board voted unanimously to recommend Article III.

ARTICLE IV:

To see if the School District will raise and appropriate the sum of **Two Hundred Thousand Nine Hundred Eighty-One Dollars (\$200,981.00)** for the support of the Barnstead Elementary School Lunch Program. This appropriation will be funded by a like amount of revenue from the sale of food and state and federal sources.

On a motion made by Ms. Beijer and seconded by Ms. Michaud, the Board voted unanimously to recommend Article IV.

ARTICLE V:

To see if the School District will vote to raise and appropriate the sum of **Forty Thousand Dollars (\$40,000.00)** to establish a contingency fund under the provisions of RSA 198:4-b (BES Contingency Fund) to meet the cost of unanticipated utility expenses that may arise at Barnstead Elementary School during the fiscal year 2015-16. The Barnstead Elementary School Board is hereby designated the agent to expend from this contingency fund. A detailed report of all expenditures from the contingency fund shall be made annually by the Barnstead School Board and published in their annual report. (The remaining funds not used will be returned to the district).

On a motion made by Ms. Beijer and seconded by Ms. Landry, the Board voted unanimously to recommend Article V.

ARTICLE VI:

To see if the school district will vote to raise and appropriate the sum up to **One Hundred Twenty-five Thousand Dollars (\$125,000.00)** to be added to the Building Maintenance Fund previously established. This sum to come from the June 30 fund balance available for transfer on July 1. No amount to be raised from taxation.

On a motion made by Ms. Beijer and seconded by Ms. Grillo, the Board voted unanimously to recommend Article VI.

ARTICLE VII:

To see if the School District will vote to raise and appropriate the sum of **Nineteen Thousand Three Hundred Four Dollars and Sixty Eight Cents (\$19,304.68)** to be added to the Improvement of Instruction Capital Reserve Fund previously established, said sum representing Forty-Five and Ninety-Four Hundredths percent (45.94%) of the total monies of the **Forty-Three Thousand Four Hundred Eighty Dollars and Twenty Cents (\$43,480.20)** appropriation and further that the additional appropriation shall be contingent upon both Alton (54.06%) and Barnstead (45.94%) School Districts adopting the article and appropriating and transferring their respective sum of money.

Ms. Landry noted that in discussion with the Joint Budget Committee as well as the Town Budget Committees if this passes the amount will come out of the operating budget.

On a motion made by Ms. Beijer and seconded by Ms. Grillo, the Board voted unanimously to recommend Article VII.

ARTICLE VIII:

To see if the School will vote to raise and appropriate the sum of **Twenty Thousand Dollars and No Cents (\$20,000.00)** to be added to the Prospect Mountain High School General Maintenance Capital Reserve Fund previously established, said sum representing Fifty percent (50%) of the total monies, **Forty Thousand Dollars and No Cents (\$40,000.00)** appropriation, and further that this appropriation shall be contingent upon both Alton (50%) and Barnstead (50%) School Districts adopting this article transferring their respective sum of money.

On a motion made by Ms. Beijer and seconded by Ms. Grillo, the Board voted unanimously to recommend Article VIII.

ARTICLE IX:

To see if the School will vote to raise and appropriate the sum of **Thirty-Eight Thousand Dollars One Hundred Ninety-Five Dollars and Seventy-Eight Cents (\$38,195.78)** to be added to the Prospect Mountain High School General Maintenance Capital Reserve Fund previously established, said sum representing Fifty percent (50%) of the total monies of up to **Seventy-six Thousand Three Hundred Ninety One Dollars and Fifty-seven Cents (\$76,391.57)** appropriation, and said sum to come from the fund balance of Barnstead School District as of June 30 and available for transfer as of July 1. **No amount to be raised from taxation.** And further that this appropriation shall be contingent upon both Alton (50%) and Barnstead (50%) School Districts adopting this article and raising and appropriating their respective sum of money.

On a motion made by Ms. Beijer and seconded by Ms. Grillo, the Board voted unanimously to recommend Article IX.

ARTICLE X:

To see if the School District will raise and appropriate the sum of **Ten Thousand Dollars and No Cents (\$10,000.00)** to be added to the Prospect Mountain High School Athletic Field Capital Reserve Fund previously established, said sum representing 50% of the total appropriation of **Twenty Thousand Dollars and No Cents (\$20,000)**. And further to designate the Prospect Mountain High School Board as the agents to expend from the fund. And further that this appropriation shall be contingent upon both Alton (50%) and Barnstead (50%) School Districts adopting this article and appropriating and transferring their respective sum of money.

On a motion made by Ms. Beijer and seconded by Ms. Grillo, the Board voted unanimously to recommend Article X.

ARTICLE XI:

To see if the School District will vote to approve the cost items included in the Collective Bargaining Agreement reached between the Prospect Mountain School Board (JMA Alton/Barnstead) and the Prospect Mountain Teachers Association which call for the following increase in salaries and benefits at the current staffing levels:

<u>Year</u>	<u>Estimated Increase</u>	<u>Estimated Total Increase</u>
2015-2016	\$67,157.85	\$146,186.00
2016-2017	\$68,113.86	\$148,267.00

And to further raise and appropriate the sum of **Sixty Seven Thousand One Hundred Fifty Seven Dollars and Eighty Five Cents (\$67,157.85)** for the 2015-2016 fiscal year, such sum representing **Forty-five and Ninety-four Hundredths Percent (45.94%) (Barnstead)** of the total additional cost of **One Hundred Forty Six Thousand One Hundred Eighty Six Dollars and Zero Cents (\$146,186)** attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels paid in the prior fiscal year in accordance with the most recent collective bargaining agreement. The adoption of this Article shall be contingent upon both the Alton (54.06%) and Barnstead (45.94%) Districts approving the cost items and raising and appropriating their respective sum of money to fund the cost items.

On a motion made by Ms. Beijer and seconded by Ms. Grillo, the Board voted to recommend Article XI. The vote was 3 in favor and 1 abstention (EL).

ARTICLE XII:

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

On a motion made by Ms. Beijer and seconded by Ms. Grillo the Board voted unanimously to recommend Article XII.

ARTICLE XIII:

To see if the School District will vote to establish a contingency fund under the provisions of RSA 198:4-b (Contingency Fund) to meet the cost of unanticipated utility expenses that may arise at Prospect Mountain High School and further to raise and appropriate the sum of **Thirty Four Thousand, Three Hundred Two Dollars and Eight Cents (\$34,302.08)** to go into this fund, which represents Forty Four and Ninety-Eight Hundredths percent (45.94%) of the total monies of the **Seventy-Six Thousand, Eight Hundred Forty-Three Dollars and Eighty-Nine Cents (\$76,843.89)** appropriation, (1% of the General Fund, and further that the additional appropriation shall be contingent upon both Alton (54.06%) and Barnstead (45.94%) School Districts adopting the article and appropriating and transferring their respective sum of money. Any appropriation left in the fund at the end of the year will be proportionately returned to the district.

On a motion made by Ms. Beijer and seconded by Ms. Grillo, the Board voted unanimously to recommend Article XIII.

ARTICLE XIV:

To see if the School District will vote to raise and appropriate **Three Hundred Thousand Dollars (\$300,000)** for the purpose of funding grant programs i.e. IDEA, Title I, etc. said amount to be offset by matching federal and state revenues **(\$300,000)**. No monies to come from taxation.

Ms. Landry noted that this is for transparency.

On a motion made by Ms. Beijer and seconded by Ms. Grillo, the Board voted unanimously to recommend Article XIV.

ARTICLE XV:

To see if the School District will vote to discontinue the Gifted and Talented Expendable Trust Fund established in 1996. Said funds, with accumulated interest to date of withdrawal, are to be transferred to the School District's general fund.

There was a discussion about where this money would go and how it would be used.

On a motion made by Ms. Beijer and seconded by Ms. Grillo, the Board voted to recommend Article XV. The vote was 3 in favor and 1 abstention (GM).

ARTICLE XVI:

To see if the School District will vote to raise and appropriate the sum of **Thirty-One Thousand Two Hundred Dollars (\$31,200)** for the purpose of contracting with an Architect/Engineer as recommended by the Barnstead Space Needs Committee to provide a Schematic Design with associated costs.

On a motion made by Ms. Beijer and seconded by Ms. Grillo, the Board voted unanimously to recommend Article XVI.

ARTICLE XVII:

To see if the School District will vote to raise and appropriate _____ [this appropriation includes the amount of _____ the net appropriation for the Prospect Mountain High School operating budget] for the support of schools, for the payment of salaries for the school district officials and agents, and for the payment for statutory obligations of the district. **The Barnstead School Board recommends** _____ [this appropriation includes the amount of _____, the net appropriation for the Prospect Mountain High School operating budget].

On a motion made by Ms. Landry and seconded by Ms. Grillo, the Board voted unanimously to recommend a bottom line of \$11,786,613.

5. Date for Public Hearing Bond

The Board was provided with the Timeline for the Traditional School Meeting. The Public Hearing will be on 2/17/15. The School District Meeting day will be Saturday, March 21, 2015.

6. Annual Report Printing Bids

The Board was provided with the bid for the printing of the annual Report from Speedy Printing who we have used in previous years.

On a motion made by Ms. Landry and seconded by Ms. Michaud, the Board voted unanimously to accept the bid of Speedy Printing in the amount of \$900.

7. School Calendar

The Board was provided with a copy of the 2015-2016 School District Calendar. Mr. Rice stated that this is not aligned with PMHS but it is derived from it.

Ms. Michaud expressed concern that the holiday break was not the same for both schools and this could be a problem for families. There was a discussion about the difference in schedules.

On a motion made by Ms. Beijer and seconded by Ms. Grillo, the Board voted to approve the 2015-2016 calendar as presented. The vote was 3 in favor and 1 opposed (GM).

8. Dedication of Annual Report

The Annual Report will be dedicated to Maureen Fitzpatrick. Ms. Beijer has written a dedication and will share with all Board members and Administration for their input.

There was a discussion about the format of the dedication. It was determined that there would be a dedication page, as well as comments in the Chairman's report.

On a motion made by Ms. Landry and seconded by Ms. Grillo, the Board voted unanimously to dedicate the Annual Report to Maureen Fitzpatrick.

9. Policies

The Board was provided with copies of policies ADB – Drug Free Workplace / Drug Free Schools; ADC – Tobacco Products Ban Use and Possession in and on School Facilities and Grounds; EBBD – Indoor Air Quality; GBCD – Criminal Checks & Investigation for School District Employees and GMB – Retirement Age.

On a motion made by Ms. Landry and seconded by Ms. Grillo, the Board voted unanimously to approve policy ADB – Drug Free Workplace / Drug Free Schools for a second and final reading.

On a motion made by Ms. Landry and seconded by Ms. Grillo, the Board voted unanimously to approve policy ADC – Tobacco Products Ban Use and Possession in and on School Facilities and Grounds for a second reading.

On a motion made by Ms. Landry and seconded by Ms. Grillo, the Board voted unanimously to approve policy EBBD – Indoor Air Quality for a second and final reading.

On a motion made by Ms. Landry and seconded by Ms. Grillo, the Board voted unanimously to approve policy GBCD – Criminal Checks & Investigation for School District Employees for a second and final reading.

On a motion made by Ms. Landry and seconded by Ms. Michaud, the Board voted on policy GMB – Retirement Age. All were opposed.

On a motion made by Ms. Landry and seconded by Ms. Michaud, the Board voted unanimously to remove policy GMB – Retirement Age.

B. Information Items

1) PMHS Enrollment

The Board was provided with an up-to-date enrollment report indicating that 238 Barnstead students are attending PMHS as of 1/15/15.

VIII. COMMITTEE ASSIGNMENTS

A. Personnel / Policy:

Previously discussed

B. Building & Grounds:

Has not met

C. Finance:

Previously discussed

D. Strategic Planning

Previously discussed

E. Space Needs:

Has not met

IX. NEXT MEETING

The next meeting is scheduled for Tuesday, February 17, 2015 at 6:00 PM in the Media Center of the Barnstead Elementary School. The agenda will include:

1. Public Hearing
2. Warrant Articles
3. Policy
4. Speech Pathologist update
5. Prep for District Meeting

X. PUBLIC INPUT (Second Session)

None

XI. ADJOURNMENT

On a motion made by Ms. Landry and seconded by Ms. Michaud, the Board voted unanimously to adjourn at 7:59 PM.

Respectfully submitted,

Lynette Rose
Recording Secretary