

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

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**MINUTES**

Barnstead School Board  
Tuesday, April 18, 2017  
Barnstead Elementary School

**I. CALL TO ORDER**

Members Present: Eunice Landry, Chairperson  
Diane Beijer, Vice-Chairperson  
Kathy Grillo, Member  
Jason Henry, Member  
Lyla Adkins, Member

Others Present: Tim Rice, Principal  
Jeni Laliberte, Assistant Principal  
Emily Reese, Special Education Director  
Brian Cochrane, Superintendent  
Donna Clairmont, Business Administrator  
Members of the Faculty

Chairperson Landry called the meeting to order at 6:01 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. Grillo and seconded by Mr. Henry, the Board voted unanimously to approve the agenda as amended:

1. Remove Non-Meeting for Negotiations
2. Consideration of David Allen's application for Board Member

**IV. APPROVAL OF MINUTES**

On a motion made by Ms. Beijer and seconded by Ms. Grillo, the Board voted to approve the School District Meeting minutes of March 25, 2017 as submitted. The vote was 3 in favor and 1 abstention (JH).

On a motion made by Ms. Beijer and seconded by Ms. Grillo, the Board voted unanimously to approve the School Board Meeting minutes of March 28, 2017 as submitted.

On a motion made by Ms. Beijer and seconded by Ms. Grillo, the Board voted to approve the School Board Meeting minutes of April 11, 2017 as submitted. The vote was 3 in favor and 1 abstention (JH).

V. Interview Sessions

Ms. Landry noted that there is a vacancy on the School Board and gave applicants the opportunity to speak to the Board and for the Board to ask questions.

Lyla Adkins noted that she has served on the Board for the past 2 years and would be happy to serve one more year if the Board desires. She stated that she is up-to-date with Board activities and would not need any time for acclimation.

Kevin Genest was not present so the Board will vote according to his application.

David Allen noted that he has vast experience in many areas of civic duty. He would be honored to serve on the Board for the upcoming year. He only wished to serve on the Barnstead School Board and did not want to be a member of the PMHS joint management board.

VI. NON-PUBLIC SESSION

The Board was polled and voted unanimously to enter into a Non-Public Session under the provisions of RSA 91-A: 3 II (b) – The hiring of any person as a public employee, at 6:10 PM.

The Board returned to Public Session at 6:15 PM.

VII. APPOINTING OF NEW BOARD MEMBER

On a motion made by Ms. Grillo and seconded by Mr. Henry, the Board voted unanimously to appoint Lyla Adkins to fill the vacant position on the School Board for the upcoming year.

Ms. Landry thanked all of the applicants for their willingness to serve.

Ms. Adkins was sworn in as School Board Member.

VIII. PUBLIC INPUT

None

IX. BES ADMINISTRATION

A. Action Items

None

B. Informational Items

1. Grade 1 Hire Process Update

Mr. Rice informed the Board that the position has been advertised and we have 12-14 applicants. Applications will be screened and interviews will take place soon.

2. BES Safety Committee Report

The Board was provided with a copy of the BES Safety Committee meeting minutes of 4/10/17.

There was a discussion about playground equipment, the parking area and telephone issues during the storm. Issues will be addressed at Buildings & Grounds meeting.

3. BES Enrollment

The Board was provided with current enrollment information. As of 4/12/17 the enrollment was 478. Projections for the beginning of the school year is 504.

4. BAZ Update

The Board was provided with a report from Jean Richards, Program Director of BAZ. They are currently serving 72 students and are looking forward to a full summer program.

Mr. Rice noted that there are still people on the wait list.

5. Student Council Update

The Board was provided with a written report from Kristin Brooks and Shawnda Hopkins. The report highlighted activities for the year and how they have improved through the year. It has been a great first year and they are looking forward to the upcoming year.

Mr. Rice noted that they are looking to collaborate with ACS.

6. Literacy Night Report

Mr. Rice provided the Board with bookmarks that were made for Literacy Night. The bookmarks had a poem written by a student on one side and artwork on the other. Several variations of the bookmark were distributed.

Mr. Rice noted that it was a very busy night that was well attended. It is a good way to showcase the work we are doing.

7. Artist-in-Residence – K-4 Musical, June 8<sup>th</sup>

Mr. Rice informed the Board that Artist-in-Residence will be putting on a play this year: "The Principal and the Pea". Rehearsal is underway and the performance will be in June.

## 8. Literacy Work

Ms. Reese and Ms. Laliberte provided a handout describing the components of reading. Two components that will be added next year are:

- 1) Foundations – Provides all students with a strong, evidence-based foundation in reading and spelling skills.
- 2) Words their Way – a developmental spelling, phonics and vocabulary program.

There was a discussion about national data and the efficacy of these programs.

## X. SAU ADMINISTRATION

### A. Action Items

#### 1. Funds Transfer Request

The Board was provided with a function transfer request. Ms. Clairmont noted that this is the only transfer request this year and explained that this is a method to make sure we do not go over our bottom line.

On a motion made by Ms. Beijer and seconded by Ms. Grillo, the Board voted to approve the Business Administrator's function transfer request dated 4/12/17. The vote was 4 in favor and 1 abstention (LA).

### B. Information Items

#### 1) Food Service Audit Results

The Board was provided with a copy of the Food Service Audit conducted on March 21-23, 2017.

Ms. Clairmont noted that we had an audit 2 years ago that was much more helpful. This audit seemed much more critical and less helpful. Many findings were miniscule and addressed at the exit meeting. What were helpful suggestions in the past were cited as findings in this report.

There was a discussion about the report and the pickiness of some of the findings. Ms. Clairmont noted that the children eat and enjoy the food and the staff are doing a great job.

#### 2) Health Insurance Rates

The Board was provided with a copy of a letter from HealthTrust indicating the final rates for July 1, 2017 – June 30, 2018.

Ms. Clairmont noted that we came in with an 11.2% increase which is significantly less than the 17% that was possible.

3) 2016-2017 Calendar Update

The Board was provided with an updated calendar due to snow days. The last day of school for students is 6/20/17. Eighth grade graduation will be on Monday 6/19/17.

4) Draft School Board Schedule for 2017-2018

The Board was provided with a draft of the 2017-2018 School Board Schedule.

On a motion made by Ms. Beijer and seconded by Ms. Grillo the Board voted unanimously to approve the 2017-2018 School Board Schedule subject to change.

5) PMHS Enrollment

The Board was provided with current enrollment data for PMHS. As of 4/17/17 there were 238 Barnstead students enrolled. One 9<sup>th</sup> grader and one 10<sup>th</sup> grader are being home schooled and 5 Barnstead students are in out of district placements.

XI. COMMITTEE ASSIGNMENTS

A. Personnel / Policy:

Will be represented by Ms. Grillo

B. Building & Grounds:

Will be represented by Ms. Beijer and Mr. Henry

C. Finance:

Will be represented by Ms. Landry and Ms. Beijer

D. Strategic Planning:

Will be represented by Ms. Adkins

E. Space Needs:

Will be represented by Ms. Landry and Ms. Adkins

F. Sick Bank:

Will be represented by Ms. Grillo

G. Negotiations:

Will be represented by Ms. Landry and Ms. Beijer

H. CIP Master Plan:

Will be represented by Mr. Henry

XII. NEXT MEETING

The next meeting is scheduled for Tuesday, May 23, 2017 at 6:00 PM in the Media Center of the Barnstead Elementary School. The agenda will include:

1. Bids on:
  - a. Landscaping
  - b. Pizza
  - c. Pre-school bathrooms
  - d. Copier replacement
  
2. Revisit Substitute Policy

XIII. PUBLIC INPUT (Second Session)

None

XIV. NON-PUBLIC SESSION

The Board was polled and voted unanimously to enter into a Non-Public Session under the provisions of RSA 91-A: 3 II (c) – Matters which if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting at 7:12 PM.

XV. PUBLIC SESSION

On a motion made by Ms. Beijer and seconded by Ms. Grillo, the board voted to come out of non-public at 7:27 and vote on the BEA request for an individual's sick bank extension. Vote was unfavorable and the request was denied by a vote of 0 - 5.

On a motion made by Ms. Beijer and seconded by Ms. Grillo, the board agreed to the granting of the sick bank extension request with the condition that a BEA agreement is made noting that the request not be considered a precedent or past practice. Vote in favor (5-0).

XVI. ADJOURNMENT

On a motion made by Ms. Grillo and seconded by Ms. Beijer, meeting adjourned at 8:16 pm

Respectfully submitted,

Lynette Rose  
Recording Secretary