

**MINUTES**

Barnstead School Board  
Tuesday, August 22, 2017  
Barnstead Elementary School

I. CALL TO ORDER

Members Present: Eunice Landry, Chairperson  
Diane Beijer, Vice-Chairperson  
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  
Members of the Public

Absent: Kathy Grillo, Member

Chairperson Landry called the meeting to order at 6:00 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. Beijer and seconded by Mr. Henry, the Board voted unanimously to approve the agenda as amended:

1. Non-Public / Personnel
2. Community Improvement Plan
3. Move SPED Update to Non-Public

IV. APPROVAL OF MINUTES

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

V. PUBLIC INPUT

None

VI. BES ADMINISTRATION

A. Action Items

1. Request for Admission of Non-Resident Students

A request was made by Kerrie Engelhardt, Heather Gard and Matt Rayno, for three non-resident students to attend BES. The Board was provided with copies of policies regarding this issue.

Dr. Cochrane noted that two of the families are closing on houses in September and want their children to attend BES for the full year. The families are asking that the tuition be waived.

On a motion made by Ms. Beijer and seconded by Mr. Henry, the Board voted unanimously to approve the request of Kerrie Engelhardt and waive tuition.

On a motion made by Ms. Beijer and seconded by Ms. Adkins, the Board voted unanimously to approve the request of Heather Gard and waive tuition.

Mr. Rayno addressed the Board and stated that they have purchased land and have approval for building. He hopes to be in a new house in 60-90 days, however there are many contingencies. His plan is to sell his house in Pittsfield and rent in Barnstead until his new house is built. He hopes the house will sell quickly and he can find a rental in September.

On a motion made by Ms. Beijer and seconded by Ms. Adkins, the Board voted unanimously to approve the request of Matt Rayno and waive tuition, this to be revisited if occupancy does not occur prior to December 15, 2017.

2. Teacher Nominations

The Board was provided with information on Michael Gott for Grade 7 Social Studies teacher.

On a motion made by Ms. Beijer and seconded by Ms. Adkins, the Board voted unanimously to accept the recommendation of the Administration and on Michael Gott for Grade 7 Social Studies teacher.

The Board was provided with information on Elaine Langer as Reading Specialist. There was a question as to her number of years of experience.

On a motion made by Ms. Beijer and seconded by Mr. Henry the Board voted unanimously to accept the recommendation of the Administration and approve Elaine Langer as Reading Specialist.

3. Paraprofessional Hires

The Board was provided with information on Kim Pica, Jenna Hannaford and Megan McCarthy as Paraprofessionals.

On a motion made by Ms. Beijer and seconded by Mr. Henry, the Board voted unanimously to accept the recommendation of the Administration and approve Kim Pica as Kindergarten 1:1 Paraprofessional.

On a motion made by Ms. Beijer and seconded by Ms. Adkins, the Board voted unanimously to accept the recommendation of the Administration and approve Jenna Hannaford as 4<sup>th</sup> grade 1:1 Paraprofessional.

On a motion made by Ms. Beijer and seconded by Ms. Adkins, the Board voted unanimously to accept the recommendation of the Administration and approve Megan McCarthy as 6<sup>th</sup> grade 1:1 Paraprofessional.

#### 4. Summer Curriculum Work Approval

The Board was provided with a copy of a memo from Mr. Rice to Superintendent Cochrane requesting 80 hours of work at \$50/hr. for a total of \$4000 for summer curriculum work.

On a motion made by Ms. Beijer and seconded by Mr. Henry the Board voted unanimously to approve the request of the Administration and approve 80 hours of work at \$50/hr. for K-6 Reading Library, Technology & Library Media and Next Generation Science Standards for a total of \$4000.

#### 5. Approval for Emergency Operation Plan Submission

Mr. Rice noted that this plan has been approved for several years. The State is now requiring annual submission. This is the last year we will use the current format.

On a motion made by Mr. Henry and seconded by Ms. Adkins the Board voted unanimously to approve the submittal of the Emergency Operation Plan.

#### 6. Resignations

The Board was informed of the resignation of Heather Deluca from Mentor-Mentee Leadership.

On a motion made by Ms. Beijer and seconded by Mr. Henry the Board voted unanimously to accept the resignation of Heather Deluca from Mentor-Mentee Leadership.

On a motion made by Ms. Beijer and seconded by Ms. Adkins the Board voted unanimously to approve Annie Bourque to replace Ms. Deluca with full stipend.

#### 7. Approval of Student Handbook

The Board was provided with a copy of the updated Student /Parent Handbook.

On a motion made by Ms. Beijer and seconded by Ms. Adkins the Board voted unanimously to approve the Student/Parent Handbook.

## B. Informational Items

### 1. BES Parking & Drop-off Update

The Board was provided with a schematic of the new parking and drop-off plans. Mr. Rice noted that parking lot lines will be painted this Thursday. A video was shown that demonstrates the changes and this will be available to families on the website and community page.

### 2. BES Enrollment

The Board was provided with current enrollment information. As of 8/14/17 the enrollment was 511. Since then 14 students have left leaving a total of 497. Mr. Rice expects that this will continue to change. There are 41 new students this year.

### 3. Update on Social & Emotional Learning

Mr. Rice informed the Board that a number of people attended the Responsive Classroom training over the summer. Flyers were distributed that explained the process. Consultant Mike Anderson will provide additional training 8 times during the year.

### 4. Reading/Writing Implementation Update

Ms. Laliberte informed the Board that we have a committee that will be working on curriculum. We have had 2 days of training on Foundations and the consultant will be here monthly to address specific needs.

### 5. SPED Update

Moved to Non-Public

### 6. Technology Report

The Board was provided with a technology report that included information on the technological changes that have been made to update the system.

Mr. Rice noted that we are making progress and all computers will be functional for the beginning of school.

### 7. BAZ Update

The Board was provided with a written report from Program Director, Jean Richards. It was noted that the program is full (80 students) and they are looking for ways to expand. We are working hard on sustainability since this is the 4<sup>th</sup> year of a 5 year grant and the 21<sup>st</sup> Century Learning Centers may not be fully funded in the future.

## VII. SAU ADMINISTRATION

### A. Action Items

#### 1. Ratification of Phone Poll

A phone poll was conducted to approve changes to the BES Entrance / Exit:

LA – Yes            JH – Yes  
DB – Yes            KG – no response  
EL – Abstain

Phone poll was ratified.

#### 2. AUP-R Staff Authorized Use Procedures

The Board was provided with a copy of policy AUP-R, Staff Authorized Use Procedures. Dr. Cochrane explained the rationale of the policy.

On a motion made by Ms. Beijer and seconded by Ms. Adkins, the Board voted unanimously to approve policy AUP-R, Staff Authorized Use Procedures for a first reading.

### B. INFORMATIONAL ITEMS

#### 1) Audit Results and Update

Ms. Clairmont informed the Board that the audit has been finalized and there is a surplus of approximately \$200K, the majority of which comes from staffing changes at PMHS. The books are in good order and relatively few adjustments are needed.

#### 2) Capital Improvement Plan

David Allen stated that the committee will be trying to meet with 2 groups requesting capital expenditures for 2018 – 2025 at each meeting. A project request form was provided.

## VIII. COMMITTEE ASSIGNMENTS

### A. Personnel / Policy:

Previously discussed

### B. Building & Grounds:

None

### C. Finance:

None

D. Strategic Planning:

None

E. Space Needs:

None

F. Sick Bank:

None

G. Negotiations:

Met tonight to establish ground rules

H. CIP Master Plan:

Previously discussed

IX. NEXT MEETING

The next meeting is tentatively scheduled for Tuesday, September 26, 2017 at 6:00 PM in the Media Center of the Barnstead Elementary School. Agenda items include:

1. Policy/procedure
2. Final audit update
3. Budget development schedule

X. PUBLIC INPUT (Second Session)

Melissa Gates commended the Board for the changes made for the new drop off routine.

David Allen stated that his wife is in contact with Ms. Richards of BAZ to attempt to get state funding through low income child care.

XI. 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 7:02 PM.

XII. ADJOURNMENT

Respectfully submitted,

Lynette Rose  
Recording Secretary