

Raymond School Board Meeting
March 22, 2023
Raymond High School Media Center
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DRAFT

Call to Order: The meeting was called to order at 6:00 PM. Present: School Board Members John Harmon, Tony Clements, Stephen Scarfo, Cindy Bennett, and Joseph Saulnier; Student Representative to the School Board Tucker Sopha; Superintendent of Schools Terry Leatherman; Business Administrator Marjorie Whitmore; Technology Director Brittany L'Heureux; Director of School Nutrition Services Tasha Ball; Lamprey River Elementary School Principal Laura Yacek.

Proof of Posting: It was noted that the meeting was properly posted.

Pledge of Allegiance: All those in attendance stood and recited the Pledge of Allegiance.

Non-Public Session RSA 91-A:3 II (b): MOTION: Joseph Saulnier moved, seconded by Stephen Scarfo, to enter into non-public session under RSA 91-A:3 II (b) "The hiring of any person as a public employee." Upon the Board members being individually polled, the motion was voted in the affirmative by Joseph Saulnier, John Harmon, Cindy Bennett, Stephen Scarfo, and Tony Clements. The Board entered into non-public session at 6:01 PM and resumed public session at 6:05 PM. Other than the vote to exit this non-public session (which was moved by Joseph Saulnier, seconded by Cindy Bennett, and upon the Board members being individually polled, was voted in the affirmative by Joseph Saulnier, John Harmon, Cindy Bennett, Stephen Scarfo and Tony Clements), no motions were voted during this non-public session.

Introduction: Mr. Harmon introduced Tucker Sopha, the new student representative to the School Board.

Public Input: Public input was opened at 6:06 PM. Mr. Harmon noted that public input would be open for 30 minutes. If anyone arrives within that timeframe and would like to speak, they will be allowed to do so.

Our Students/our Schools: LRES Social Worker Abby Aldous, LRES Principal Laura Yacek, and students David and Viktor Perrault, [name withheld], and Skyler McCain discussed Kindness Week with the School Board. They reviewed the morning announcements and daily challenges, kindness coins, and kindness bingo, which was played at home. This year they added a Kindness Tree. Kind thoughts and pictures were added to the tree to make it bloom with kindness.

Student Representative to the School Board Report: Mr. Sopha reported that PSAT's and SAT's were held today and they went well, though it appeared that a number of students didn't show up for testing. He said that juniors did not like having to take the essay portion of the SAT and that they didn't see a reason to try since it didn't affect their score. Sports spring tryouts took place. Track numbers had decreased a lot but they are now back up to a good team number of about 36, baseball has 15 players, and softball has 11. The high school held a bullying assembly last week which went well. Mr. Saulnier asked for information to be provided to the Board as to how many students were out at the high school today.

Technology Department Report to the Board: Technology Director Brittany L'Heureux reviewed her presentation with the Board about technology throughout the district, including a month by month report, information about student data privacy, challenges, and projects. During discussion, Ms. L'Heureux spoke with the Board about Tutor.com. Parents can use it on their own with a link that the State shared, but integrating it with districts allows a one-click option, easier for students. It's geared for students in grades 6-12, and also offers SAT help. She stated that she and other technology directors were waiting for Tutor.com to sign data privacy agreements with districts rather than just the one they had with the State, which they have now agreed to do, so she will be investigating it for use in Raymond.

Mr. Harmon stated that there's some inconsistency from building to building when it comes to the website and asked who is responsible for upkeep on the web pages. Ms. L'Heureux stated for the most part it's the individual schools.

Public Input: Bryan Gartley approached the Board. He said he lives on Sherman Drive and represents a neighborhood with bus route changes. He is here asking for an amendment or further discussion regarding the corner of Lynwood and Sherman. He stated that there are issues with speed, there was an accident with a school bus, and there are a lot of concerns.

Motion to Amend the Agenda: **MOTION**: Steve Scarfo moved, seconded by Tony Clements, to amend the agenda to include at least reconsideration of that one stop. Mr. Harmon stated he wouldn't support the motion because it's important for the Board to take a site visit to the stop to see the parent's perspective as well as that of the Transportation Committee. Mr. Clements suggested that the Board could reinstate the stop and any changes then would be pending site review. Motion passed with Joseph Saulnier, Steve Scarfo, Tony Clements, and Cindy Bennett voting in the affirmative and John Harmon voting in opposition.

Nutrition Services: Director of School Nutrition Services Tasha Ball reviewed information with the Board regarding the cost of breakfast in the schools and meal reimbursement rates. She said that the program is making money or breaking even but they do need to factor in benefits and retirement for the employees as well.

Mr. Harmon stated he'd like to know the cost to provide breakfast and the revenue coming in. Benefits should be included. Ms. Ball stated that she doesn't have the benefits information.

Mr. Scarfo asked if across all schools, the lunch program is making money or breaking even. Ms. Ball stated that across all schools it's probably close.

Mr. Harmon suggested that because we're breaking even in breakfast but losing money in lunch, the focus should be on lunch. Ms. Ball stated she'd like to have that information and break it down to

hourly and what those benefits cost per employee. Mr. Leatherman stated that the average of all benefits for each individual in food service is \$1,829. Mr. Harmon stated that that number divided by hours these individuals work would be the number to go by for breakfast, and asked if that could be provided in the Friday Memo, and then for next Friday to have the same for lunch.

Ms. Bennett asked if Ms. Ball feels like she's providing a good bit of food and are the kids eating. Ms. Ball stated that she has spoken to both Student Councils and based on their feedback they're going to provide more options for vegetables. Mr. Sopha stated he appreciates the variety and quality of lunch at the high school.

Proposal: In Service Day May 26, 2023: Mr. Leatherman stated that during the preparation of the strategic plan they discussed the need to provide more professional development to catch up on some work that hasn't been done in the past. At the high school they will work on competencies and grading, at the elementary school they have a reading consultant coming in, and at the middle school the goal is to bring in some de-escalation training. All employees will be engaging in a suicide prevention training that day as well.

Mr. Harmon asked about the Flamingo reading program at LRES, and if they will continue with Flamingo next year. Mr. Leatherman stated he believes so, that it's an intervention type of program. Mr. Harmon stated if it's intervention then it doesn't apply to all teachers. Mr. Leatherman stated that Tier II teachers will need this.

MOTION: Joseph Saulnier moved, seconded by Cindy Bennett, to accept May 26, 2023 as an in-service day. Mr. Clements asked if the information provided about instructional hours includes snow days, to which Mr. Leatherman stated yes. Voted unanimously in the affirmative.

New/Revised Policies First Reading: The School Board reviewed the following policies for the first of two readings: ECD Traffic and Parking Controls, IHBG Home Education Instruction, IHBG-R Participating in Public School Activities by Home Education, Charter, and Nonpublic Pupils, and JJJ Access to Public School Programs by Nonpublic, Charter School, and Home Educated Pupils. There were no revisions suggested. Mr. Leatherman stated that there may be some suggested revisions to one of the homeschooling policies before the second reading.

New/Revised Policies Second Reading: MOTION: Joseph Saulnier moved, seconded by Steve Scarfo, to accept policy IHBAE Evaluation Requirements for Children with Specific Learning Disabilities. Voted unanimously in the affirmative.

MOTION: Steve Scarfo moved, seconded by Joseph Saulnier, to withdraw policy IHBAE-R Special Education Evaluation Procedures. Voted unanimously in the affirmative.

Nominations/Resignations/Retirements: MOTION: Joseph Saulnier moved, seconded by Cindy Bennett, to accept Ilana Rodriguez as a special education teacher at LRES. Voted unanimously in the affirmative.

MOTION: Joseph Saulnier moved, seconded by Cindy Bennett, to accept Michele Busby's retirement effective June 30, 2023. Voted unanimously in the affirmative.

Monthly Financial Update: Ms. Whitmore reviewed the financial update for months ending February 28, 2023. During discussion:

- At this point, Ms. Whitmore is expecting \$501,000 in excess revenue this year. Mr. Scarfo asked why the district would receive four times the amount we were slated to get. Ms. Whitmore stated that revenue is based on the previous year, so it's difficult to project it a year out.
- Ms. Bennett asked how the district receives impact fees. Ms. Whitmore stated that we request them from the Town, but she can't speak to how they collect them.
- At this point, Ms. Whitmore expects to have \$664,000 available to return to the taxpayer at the end of the year, due to not having filled some positions. The School Board could use up to \$400,000 of that to put toward the maintenance capital reserve fund, as per the warrant article.
- ESSER II has been fully spent. ESSER III has been updated to show the remaining balance.
- Ms. Whitmore stated that the food service supplies being purchased were top level and that the supply line has been spent, so she has made adjustments to see where they will be by the end of the year. The \$137,000 transfer from the general fund reflects this concern.
- Ms. Whitmore explained that the food service fund is supposed to be self-sustaining, but this doesn't happen often, so the district transfers from the general fund to food service for the deficit. That is why the Board budgets \$65,000 for food service loss.
- Mr. Saulnier suggested that the Board look at needs the district might have that could be met with the surplus funds. Mr. Scarfo stated his agreement. Mr. Harmon stated his preference to return the money to the taxpayers. It was the general consensus of the Board that administration provide a list of items for possible purchase with the surplus funds, for their consideration in April.
- Mr. Clements asked for the Board to be provided with a list of textbooks used in the district and how old they are. Mr. Scarfo asked if pdfs could be used instead and are they less expensive. Mr. Leatherman stated that curriculum now usually includes a class set and an online component. Even when online, the district needs to pay for a license, which usually lasts 5-6 years. The district should get into a curriculum purchase cycle so that it's in the default budget.

Budget Freeze: Mr. Leatherman stated that he's still cautious about possible special education costs, but recommends lifting the current budget freeze. Mr. Harmon stated that if we already have items budgeted we should be marching in that direction. Ms. Bennett asked if there was anything that wasn't purchased during the freeze. Mr. Leatherman stated that everything asked for was approved.

MOTION: Stephen Scarfo moved, seconded by Cindy Bennett, to remove the budget freeze. Voted unanimously in the affirmative.

Sick Bank Committee Representative: Mr. Harmon volunteered to serve on the REA Sick Bank Committee if the need for a meeting arises before committee assignments at the next Board meeting.

Bus Stops: Regarding the request during public input for the School Board to review the change to the bus stop at the corner of Sherman and Lynwood, Mr. Scarfo suggested keeping the stop unchanged until further assessment. Mr. Saulnier stated that the stop was moved when he was first on the Board and they looked at the stop at that time. Mr. Clements stated he would support reversing the change until the Board was able to view the stop. Mr. Harmon stated that he and Mr. Leatherman had viewed the stop and considered it to be safe. Ms. Bennett asked why the change was made. Mr. Harmon stated that it was a combination of things during review of the bus routes, including equity between other stops in the district and time savings. MOTION: Stephen Scarfo moved, seconded by Joseph Saulnier, to leave it [the bus stop at the corner of Lynwood and Sherman] as is for the rest of the school year. During discussion, Mr. Saulnier stated that the one Board has already said it wasn't safe, and he suggested looking at it in the summer but keeping it as is for the remainder of this year. Ms. Bennett asked if it's possible for parents to drive their children to the stop. Mr. Harmon said there is a spot to park. Motion passed with Joseph Saulnier, Tony Clements, and Stephen Scarfo voting in the affirmative and John Harmon and Cindy Bennett voting in opposition. Ms. Bennett noted that she opposed the vote just because she wanted to see the spot.

Committee Reports: Mr. Saulnier stated that he and Mr. Leatherman had attended the SST Governing Board meeting. Cosmetology is their most popular program. They held their "sneak peeks" so that potential incoming students could view some classes. Mr. Sopha said that students had only about three minutes in a class this year, whereas two years ago they had more time. Mr. Saulnier said that the response rate from Raymond for an SST survey was low. There was some discussion about incentivising survey responses or considering alternative platforms for future surveys.

Mr. Harmon stated that the RHS Principal Search Committee held interviews and recommended two finalists. The hope is that they will be visiting the district next week.

Superintendent's Report: Mr. Leatherman attended a job fair at the high school yesterday and he was impressed with RHS ELO Coordinator Holly Londo and some of the industries and companies at the fair. He attended a statewide meeting for superintendents and the topic was Ed 306 Minimum Standards.

Correspondence/Other: Mr. Harmon shared that RHS Librarian Bob LeMoine has written a book called *When The Babe Went Back to Boston*.

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Manifest Signing: A quorum of the Board signed the manifest. Accounts Payable total \$674,555. Payroll total \$456,842.90.

Approval of Minutes: MOTION: Joseph Saulnier moved, seconded by Tony Clements, to accept the public minutes of February 22, 2023. Voted unanimously in the affirmative.

MOTION: Joseph Saulnier moved, seconded by Tony Clements, to accept the non-public minutes of February 22, 2023 and unseal items A and C. Voted unanimously in the affirmative.

MOTION: Joseph Saulnier moved, seconded by Tony Clements, to accept the minutes of March 8, 2023. Voted unanimously in the affirmative.

Non-Public Session RSA 91-A:3 II (k): MOTION: Joseph Saulnier moved, seconded by Stephen Scarfo, to enter into non-public session under RSA 91-A:3 II (k) "Consideration by a school board of entering into a student or pupil tuition contract authorized by RSA 194 or RSA 195-A, which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general public or the school district that is considering a contract, including any meeting between the school boards, or committees thereof, involved in the negotiations." Upon the Board members being individually polled, the motion was voted in the affirmative by Joseph Saulnier, John Harmon, Stephen Scarfo, and Tony Clements. The Board entered into non-public session at 8:38 PM and resumed public session at 9:59 PM. Other than the vote to exit this non-public session and seal the minutes, as not doing so would render ineffective the action/proposed action taken in non-public session (which was moved by Stephen Scarfo, seconded by Tony Clements, and upon the Board members being individually polled, was voted in the affirmative by Joseph Saulnier, John Harmon, Cindy Bennett, Stephen Scarfo and Tony Clements), no motions were voted during this non-public session.

Adjournment: MOTION: Joseph Saulnier moved, seconded by Stephen Scarfo, to adjourn the meeting. Voted unanimously in the affirmative. Meeting adjourned at 10:00 PM.

Respectfully submitted,

Jennifer Heywood,
Raymond School Board Clerk

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Raymond School Board Non-Public Session
March 22, 2023

Not voted to be kept confidential.

Present: School Board Members John Harmon, Tony Clements, Stephen Scarfo, Cindy Bennett, and Joseph Saulnier; Superintendent of Schools Terry Leatherman.

Mr. Leatherman reviewed this evening's nomination with the School Board.

Respectfully submitted,

Jennifer Heywood,
Raymond School Board Clerk