

Call to Order: The meeting was called to order at 5:45 PM. Present: School Board Members Joseph Saulnier, Janice Arsenault, Michelle Couture, Beth Paris, Moe Titcomb (6:12 PM); Superintendent of Schools Tina McCoy; Business Administrator Marjorie Whitmore.

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: MOTION: Janice Arsenault moved, seconded by Beth Paris, to enter into non-public session under RSA 91-A:3 II (b) "The hiring of any person as a public employee" and (c) "Matters which, if discussed in public, would likely affect adversely the reputation of any person other than a member of the public body itself, unless such person requests an open meeting." Upon the Board members being individually polled, the motion was voted in the affirmative by Janice Arsenault, Beth Paris, Michelle Couture, and Joseph Saulnier. The Board entered into non-public session at 5:46 PM and resumed public session at 5:53 PM. Other than the vote to exit non-public session (which was moved by Janice Arsenault, seconded by Beth Paris, and upon the Board members being individually polled, was voted in the affirmative by Janice Arsenault, Beth Paris, Michelle Couture, and Joseph Saulnier), no motions were voted during this non-public session.

Public Input: Kristin Wallace approached the Board as a parent, employee, and resident. She stated that she came to the meeting to discuss the YEES worker. Upon discussion with the Board, it was determined that she will provide input during that agenda item later in the meeting.

Nominations/Resignations: MOTION: Janice Arsenault moved, seconded by Michelle Couture, to accept the nomination of Kimberly Capen as LEA Transition Coordinator at Raymond High School for a salary of \$52,000 which is fully funded federally by the IDEA grant. Voted unanimously in the affirmative.

Superintendent Mid-Year Evaluation Date: It was the consensus of the Board that the Superintendent mid-year evaluations will be completed by individual Board members by September 28th and they will meet together as a Board on October 11th at 7:00 PM in IHGMS Room 192 to prepare the evaluation to provide to Dr. McCoy.

IHGMS Youth Educational Employment Service Worker: Dr. McCoy provided a summary of the history of the YEES worker. She stated that during the budget season last fall, a YEES worker for the middle school was proposed as an initiative. The Board had expressed support in concept, but in the end it was not allocated in the budget. This summer, the agenda item was revisited and there was discussion about alternatives or ways to make it happen. There are no grants funds or donations. A preliminary analysis of the budget is a moving target, they are still hiring people, and there is much undetermined.

Kristin Wallace approached the Board and stated that as a teacher, she has seen students who received support from the YEES worker progress from habitually tardy and not working to having only three tardies and working enough to pass classes. As a friend, she's seen the YEES worker help to give a student enough confidence to come to the Board meeting this evening. As a taxpayer, she is concerned that if the District doesn't find the money to fund the YEES worker then some special education students will be placed out of district. As a parent, she is concerned that persons who helped her own child with anxiety and bullying issues will no longer be

available because they'll be dealing with the cases that the YEES worker would have handled. She asked that someone make a motion to move this item to action instead of discussion.

Another teacher approached the Board to say that the number of EH (emotionally handicapped) case workers at the middle schools has been reduced until last year, the EH counselor was done away with, taxing the school counselors even further.

Another teacher approached the Board to say that she also had a student who benefited from the YEES worker. The student had trouble focusing and had spent a lot of time outside the classroom. The student was able to debrief with the YEES worker rather than go the restriction room and his academic performance increase with the one-on-one support.

A parent approached the Board to say that her child had worked closely with the YEES worker and that he was very important. It was less of a struggle getting him to school after working with the YEES worker. She no longer has children at the middle school but she is here in support of the students who do need the YEES worker and know how important he is.

A student approached the Board to say that the YEES worker is helpful, kind, and considerate.

MOTION: Beth Paris moved, seconded by Moe Titcomb, to fill the contracted position at Iber Holmes Gove Middle School with a YEES worker. Motion passed with Beth Paris, Moe Titcomb, and Michelle Couture voting in the affirmative and Joseph Saulnier and Janice Arsenault voting in opposition.

Year-End Financial Review: The School Board and administration reviewed the 2018-2019 budget, including expenditures and capital reserve funds. During discussion:

- Mrs. Whitmore noted that there are some support services that we haven't yet received invoices for.
- Mrs. Paris inquired about the discrepancy in food service between vending and a la carte services. She asked why the amount budgeted is twice as much as the income. Mrs. Whitmore stated that it would be her preference to budget for the loss. Originally a \$20,000 loss was projected but it came out to be a \$60,000 loss. Mr. Saulnier suggested separating the vending and a la carte budget lines. Mrs. Paris asked if there has ever been a cost analysis to rent the machines. Mr. Saulnier replied that former Business Administrator has said in the past that the District is not losing money on the machines, just not making what we used to make before. Mrs. Paris asked if removing one machine per building would save money on the lease for the machines. Mrs. Whitmore stated she'll look into that. It was noted that not all vending machines throughout the district are part of the food service account.
- Mrs. Paris asked about a \$200,000 balance in the Title I grant funding and whether that was being used. Dr. McCoy stated that the grant is being rewritten and revised. It was noted that grant funding is very specific and can only be used for the specific purpose they're allocated to. They could look into rewriting to include other services and possibly attributing other money to something else in the budget. Mr. Saulnier asked if next year a column could be added to the budget review of "Total Expended Grant Funds."

Surplus Funds Transfer to Maintenance CRF: MOTION: Michelle Couture moved, seconded by Janice Arsenault, to transfer \$50,000 into the maintenance capital reserve fund. Voted unanimously in the affirmative.

Retention of Surplus Funds: Janice Arsenault moved, seconded by Moe Titcomb, to retain \$20,000 of surplus to put into the retention fund, making it \$195,000. Voted unanimously in the affirmative.

Signing of MS-25 and DOE-25:MOTION: Michelle Couture moved, seconded by Janice Arsenault, to accept the MS-25 and the DOE-25 as amended. Voted unanimously in the affirmative.

Budget Development Planning Work Session: Mrs. Whitmore reviewed the the 2019-2020 Budget Planning summary.

MOTION: Beth Paris moved, seconded by Michelle Couture, to get a lock-in rate for oil at whatever the budgeted cost is when [administration] makes the call. Voted unanimously in the affirmative.

During discussion:

- Mr. Saulnier suggested penciling the YEES worker and Chromebooks into the budget.
- Mrs. Arsenault stated that while it's too early to say what items would need to be cut, something needs to be cut because a 5% increase before any initiatives is too much.
- Mrs. Couture stated that she doesn't see anything on the summary sheet that's not a contractual obligation. Mrs. Arsenault agreed, and stated that means that cuts would need to be made somewhere else.

Mrs. Arsenault and Mr. Titcomb stated that they would support a budget target of a 3.5% increase. Mrs. Paris, Mrs. Couture, and Mr. Saulnier stated their support for a target of 4%. The general consensus of the Board is between 3.5% and 4%.

Mrs. Paris asked to have information about how much money is going to sports.

October Meeting Dates:The School Board set/reviewed the following meeting dates:

October 3: Regular School Board Meeting  
October 9: Budget Committee Meeting for District year-end summary, 7:00 PM  
October 11: School Board Meeting for Superintendent Evaluation, 7:00 PM  
October 17: Regular School Board Meeting  
October 24 and 25: School Board Meetings for Budget Presentations, 6:00 PM

Manifest Signing: A quorum of the Board signed the manifest. Payroll total \$361,771.96. Accounts Payable total \$23,732.78.

Adjournment: Michelle Couture moved, seconded by Beth Paris, to adjourn the meeting. Voted unanimously in the affirmative. Meeting adjourned at 8:07 PM.

Respectfully submitted,

Raymond School Board Meeting  
August 29, 2018  
Raymond High School Media Center  
Minutes Page 4  
*DRAFT*

Jennifer Heywood,  
Raymond School Board Clerk

Raymond School Board Non-Public Session  
August 29, 2018  
Minutes

*Not voted to be kept confidential.*

Present: School Board Members Joseph Saulnier, Beth Paris, Michelle Couture, and Janice Arsenault;  
Superintendent of Schools Tina McCoy.

The Superintendent reviewed this evening's nomination with the School Board.

Respectfully submitted,

Jennifer Heywood,  
Raymond School Board Clerk