

Raymond School Board Meeting
May 17, 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; Iber Holmes Gove Middle School Principal Bob Bickford.

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: Joseph Saulnier moved, seconded by Cindy Bennett, 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 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 6:10 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.

Open Public Hearing: The public hearing was opened to consider the acceptance and expenditure of the following unanticipated funds from state, federal, and/or private sources under 198:20-b: \$2,707,570.11 Title I, Title IIA, Title IVA, Title IVB, IDEA, ARPA ESSER III, NH Department of Health and Human Services, & Project Aware, Fresh Fruit & Vegetables, High School Robotics, Public Infrastructure, NE Dairy Association; \$3,100.14 Education Freedom Account Phase-Out; \$116,000.90 New Hampshire Retirement System One-Time Employer Contribution Reimbursement (HB 1221); \$407,416.73 Special Education Aid; \$34,214.61 School Care Refunds. There was no public input forthcoming.

Close Public Hearing: The Board Chair closed the public hearing.

Public Input: Public input was opened at 6:12 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. There was no public input forthcoming at this time.

Student Representative to the School Board Report: Mr. Sopha discussed the schoolwide ALICE drill and said it went well. Friday is the Raymond town wide clean-up, concluding with a barbecue at Riverside Park.

2023-24 Student Handbooks: Mr. Bickford reviewed the proposed revisions to the IHGMS Student Handbook. During discussion:

During discussion:

- Mr. Saulnier asked if there is enough room in the lunchroom for all the kids according to the new schedule. Mr. Bickford replied yes, they're already doing double lunches.
- It was agreed to change the mission and vision statement in the handbooks to the Portrait of a Graduate, and to remove the belief statements.
- It was noted that the procedure in the handbook did not match policy JH, and it was agreed that the handbooks would reflect policy in that parents must call the school and inform them of an absence due to illness, but all other absences must have written notice for non-attendance. Mr. Harmon suggested that the Policy Committee revisit the policy regarding submitting notes for absences.
- Mr. Harmon asked how long after a student missed turning in work or a formative do they have to submit it. Mr. Bickford stated that information isn't in the handbook.
- Page 24: correct physical exams from grade 5 to grade 4 and check if preschool students don't need physicals.
- Page 25 - add contact info for Student Intervention Team
- Mr. Saulnier suggested revising the communicable diseases section to remove the callout specific to Covid. Mr. Scarfo agreed. Mr. Harmon suggested adding wording about being "fever free and symptom free" to the last bulleted item.
- It was agreed to remove "stunt" from "stunt bicycles."
- Mr. Harmon requested that contact information for the Deans remain listed in the student services section of the handbook.
- Information about the CALM program will be added to the middle school handbook if it's confirmed as something that they are moving forward with.
- Mr. Leatherman will provide the principals' opening letters to the Board in a Friday Memo before they're inserted into the handbooks.
- Music program should be corrected to grades 4-8.
- Mr. Harmon asked, regarding summer school, if there is a way to do things differently in the schedule to allow for extra help for students during a designated time on a daily basis. Mr. Bickford stated that WIN (What I Need) is a time for students to go to different teachers depending on the day. Mr. Leatherman said that the schools have to have a way for students to pass their competencies during the school day - they can't force it outside of school hours. Mr. Scarfo stated he prefers not removing summer school. Mr. Leatherman stated that this affects 4-5% of students and that there are more programs at the high school to help them be successful. Mr. Harmon asked that this be discussed as a future agenda item. Mr. Clements agreed that he wanted to see summer school added back into the handbook. Mr. Harmon disagreed, stating that when we recognize that a student is not at their competency, it should be addressed at that time, not summer. Mr. Scarfo suggested having both.

- Mr. Harmon asked if grades in the Parent Portal can be updated more frequently than every 10 days. After some discussion, he stated that the topic can be discussed at another time.
- Mr. Saulnier asked if there is a way to personalize comments for students, especially students with IEP's. Mr. Bickford stated that students with IEP's receive notes in addition to notes from PowerSchool, and that the Technology Director could speak more to Gradebook standards and comments.
- Mr. Harmon asked if competency recovery would be successful with a late bus. Mr. Leatherman stated he would look into a late bus. Mr. Scarfo said he's okay with competency recovery, but he would like to keep summer school. Mr. Saulnier agreed. MOTION: Stephen Scarfo moved, seconded by Joseph Saulnier, to keep summer school in the handbook. Mr. Harmon stated he would not support it because if we're doing after school competency recovery there won't be a need for summer school. Motion passed with Stephen Scarfo, Cindy Bennett, Tony Clements, and Joseph Saulnier voting in the affirmative and John Harmon voting in opposition.
- Mr. Saulnier asked, regarding personal communication devices on page 40, if phones need to be turned off or silenced, as the policy says both. It was agreed that this would go before the Policy Committee.
- Mr. Saulnier suggested that on page 15 wording be added that if a student spends ½ day or more in in-school restriction, that student cannot participate in extracurricular activities that day.

MOTION: Tony Clements moved, seconded by Joseph Saulnier, to approve the handbook as amended. Voted unanimously in the affirmative.

Approval and Expenditure of Unanticipated Funds: Ms. Whitmore reviewed the funds for approval and expenditure as part of the public hearing held this evening. During discussion:

- Ms. Bennett asked about the Education Freedom Account (EFA) phaseout. Ms. Whitmore reviewed the description in the backup documents. The grant is designed to provide funding to districts whose students leave and enter the EFA program. This is the first year that this funding has been provided.
- Mr. Saulnier asked if the Board can expend the surplus amount. Mr. Harmon stated that the Board has the ability to do so at the end of year. Mr. Saulnier asked to discuss that now. Ms. Whitmore suggested that the discussion take place during the financial update later this evening.

Transportation Services Contract/RFP: This agenda item was postponed to a later Board meeting.

ESSER III Expenditure: The Board reviewed the proposal for an expenditure of ESSER III funds for promethean boards. Mr. Harmon suggested delaying the decision in case they come across something else that may be a better use of the money. Mr. Saulnier agreed. Ms. Bennett agreed with saving the money but said that if someone really needs one she would like to know about it before too long goes by. Mr. Clements asked that the conversation be brought up again in time to take action if necessary.

Mr. Leatherman said it can be addressed in August or September, which would allow installation during the holiday break during the school year.

Nominations/Resignations/Retirements: MOTION: Joseph Saulnier moved, seconded by Cindy Bennett, to accept [the nomination] of Jocelyn Small [Speech and Language Pathologist]. Voted unanimously in the affirmative.

MOTION: Joseph Saulnier moved, seconded by Cindy Bennett, to accept [the nomination] of Joanne Franklin [Special Education Teacher]. Voted unanimously in the affirmative.

MOTION: Joseph Saulnier moved, seconded by Cindy Bennett, to accept the resignation of Laura Yacek effective June 30, 2023. Voted unanimously in the affirmative.

MOTION: Joseph Saulnier moved, seconded by Cindy Bennett, to accept the resignation of Dorothy Franchini effective June 30, 2023. Voted unanimously in the affirmative.

MOTION: Joseph Saulnier moved, seconded by Cindy Bennett, to accept the resignation of Emily Donati effective June 30, 2023. Voted unanimously in the affirmative.

MOTION: Joseph Saulnier moved, seconded by Cindy Bennett, to accept the resignation of Kristen Nivison effective June 30, 2023. Voted unanimously in the affirmative.

MOTION: Joseph Saulnier moved, seconded by Cindy Bennett, to accept the resignation of Kim Giroux effective June 30, 2023. Voted unanimously in the affirmative.

New/Revised Policies Second Reading: MOTION: Tony Clements moved, seconded by Stephen Scarfo, to approve policy EB Safety Program. Voted unanimously in the affirmative.

MOTION: Tony Clements moved, seconded by Stephen Scarfo, to approve policy IHBAC Developmental Delay as Qualifying Disability. Voted unanimously in the affirmative.

MOTION: Tony Clements moved, seconded by Stephen Scarfo, to approve policy JLCB Immunizations of Students. Voted unanimously in the affirmative.

Administrative Search Committees Membership:

LRES Principal Search Committee: MOTION: Joseph Saulnier moved, seconded by Cindy Bennett, to nominate Kera Clements, Taylor Labontee, Sara Maldonado for the LRES Principal Search Committee. Motion passed with John Harmon, Joseph Saulnier, and Cindy Bennett voting in the affirmative, with Tony Clements abstaining. (Stephen Scarfo was not in the room at the time of the vote.) Joseph Saulnier volunteered to serve as the Board Representative on this committee.

LRES Assistant Principal Search Committee: MOTION: Joseph Saulnier moved, seconded by Cindy Bennett, to nominate Bonnie Hosey and Katherine Shaw for the LRES Assistant Principal Search Committee. Voted unanimously in the affirmative. (Stephen Scarfo was not in the room at the time of the vote.) Tony Clements offered to serve as the Board Representative on this committee.

LRES Dean of Student Support Services Search Committee: MOTION: Joseph Saulnier moved, seconded by Cindy Bennett, to nominate Christopher Baxter and Danielle Karcz for the LRES Dean of Student Support Services Search Committee. Voted unanimously in the affirmative. (Stephen Scarfo was not in the room at the time of the vote.) John Harmon offered to serve as the Board Representative on this committee.

The Board agreed to potentially meet on June 6th to finalize nominations.

Monthly Financial Update: Ms. Whitmore reviewed the financial update for months ending April 30, 2023. During discussion:

- Mr. Saulnier suggested buying the curriculum this year, instead of next year, with surplus funds considering that transportation costs next year will be more than expected. Mr. Scarfo agreed. Mr. Harmon stated that he believes that a hearing will need to be held for that. Mr. Leatherman stated that he would need to look at the budget again, as we are \$350,000 over budget for special education transportation.
- Mr. Harmon asked what happened to the professional services line for students to result in the negative balance. He asked that the information be put in the Friday Memo.
- Ms. Whitmore agreed that the Math Interventionist funds in ESSERS for positions that have not been filled this year can be moved to 23-24.

Committee Reports: Mr. Saulnier stated that the SST Governing Board reviewed tuitions and the tuition cost may go up. Raymond currently has 53 students at SST. The SST Certificate Ceremony will be May 30th.

Mr. Saulnier stated that the Wellness Committee met. They've heard there are more guidelines coming down cutting down on sugar and salts and suggested having State Senators and Representatives in, as we have a federal nutrition program and money for students to eat but they're not eating because they don't like the food.

Mr. Clements stated that the Budget Committee meeting was canceled and rescheduled to the 30th.

Mr. Sopha asked, regarding SST, what is the standing on the art credit for engineering class. Mr. Leatherman asked Mr. Sopha to send him an email and he'll talk with Guidance.

Superintendent's Report: Mr. Leatherman stated that he held his last coffee hour today, and that the morning coffee hours seem to be more successful than the evening ones.

Correspondence/Other: Mr. Clements stated that LRES held their Daddy Daughter Dance last week and it was very well attended.

Manifest Signing: A quorum of the Board signed the manifest. Accounts Payable total \$465,788.74, Payroll total \$516,054.84.

Approval of Minutes: MOTION: Tony Clements moved, seconded by Joseph Saulnier, to approve the public minutes of May 3, 2023. Voted unanimously in the affirmative with Stephen Scarfo abstaining.

MOTION: Joseph Saulnier moved, seconded by Tony Clements, to approve and keep sealed the non-public minutes of May 3, 2023. Voted unanimously in the affirmative with Stephen Scarfo abstaining.

Non-Public Session: MOTION: Joseph Saulnier moved, seconded by Tony Clements, to enter into non-public session under RSA 91-A:3 II (a) "The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted," (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" and (l) "Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present." 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 8:55 PM and resumed public session at 9:32 PM. Other than the vote to exit this non-public session and seal item E (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.

Adjournment: MOTION: Joseph Saulnier moved, seconded by Tony Clements, to adjourn the meeting. Voted unanimously in the affirmative. Meeting adjourned at 9:33 PM.

Respectfully submitted,

Jennifer Heywood,
Raymond School Board Clerk

Raymond School Board Non-Public Session Minutes
May 17, 2023

Not voted to be kept confidential.

Item A

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

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

Respectfully submitted,

Terry Leatherman,
Superintendent of Schools

Item B

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

The School Board reviewed parent letters for administrative search committees.

Respectfully submitted,

Terry Leatherman,
Superintendent of Schools

Item C

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

The Board discussed the possibility of writing a letter to NHIAA regarding girls wrestling and the circumstances surrounding the situation. Mr. Leatherman will reach out to NHIAA to gather more information.

Respectfully submitted,

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Terry Leatherman,
Superintendent of Schools

Item D

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

The Superintendent reviewed a personnel matter with the Board.

Respectfully submitted,

Terry Leatherman,
Superintendent of Schools