

Call to Order: The meeting was called to order at 6:00 PM. Present: School Board Members John Harmon, Joseph Saulnier, Tony Clements, Stephen Scarfo, and Cindy Bennett; Student Representative to the School Board Alyson Miller; Superintendent of Schools Terry Leatherman; Business Administrator Marjorie Whitmore; Executive Director of Student Support Services Jodi Gutterman; 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 Tony Clements, to enter into non-public session under 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 public body itself, unless such person requests an open meeting" and (I) "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 6:01 PM and resumed public session at 6:23 PM. Other than the vote to exit this non-public session (which was moved by Joseph Saulnier, seconded by Stephen Scarfo, 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.

Recognition: The School Board thanked Student Representative to the School Board Alyson Miller for her work with the School Board for the past year.

Public Input: Public input was opened at 6:24 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.

Our Students/Our Schools: IHGMS Principal Bob Bickford and students Allie Bronson, Annaliese Hetherington, May Duford, and Desiree Duffault discussed the recent IHGMS Spirit Week. This has been the first Spirit Week since 2020. They discussed activities such as the lip-syncing contest, the student-faculty basketball game, scavenger hunt, and dress-up days.

Student Representative to the School Board Report: Ms. Miller stated that the Winter Sports Banquet was being held the following evening, underclassmen have begun signing up for their classes, the guidance office held a job fair, and SAT's are being held on March 22.

Student Services Report to the Board: Executive Director of Student Support Services Jodi Gutterman reviewed the Student Services Report to the Board.

During discussion:

- Employees access forms for special education from Google Forms or LiveBinder. Some are using state generated forms or older versions of forms.
- Addressing the lack of consistency in procedures and practices for 504 is in process. Addressing the special education forms will take longer to analyze each form. Ms. Gutterman is planning to complete this analysis and revision by the start of the next school year.
- Mr. Saulnier asked if the Board could be provided with an analysis of how much the tuition for out of district schools has increased over the years. Ms. Gutterman stated that typically most NH schools go up 3-5% and out of state 5-8%.
- Mr. Harmon asked if future reports could include not only the number of special education students but the percentage of total enrollment that those students represent.
- Mr. Scarfo asked for more information as to what makes a student no longer eligible for services.
- Mr. Saulnier asked what the school can do if a family refuses services. Ms. Gutterman said that a district can go to due process just like a parent can.
- Ms. Gutterman will provide the Board with a breakdown of what makes up the totals in each discharge category.
- Ms. Gutterman stated that the law providing services until age 22 is still in process. Whether a student ages out on their 22nd birthday or if that student can stay through age 22 is a district by district decision, based on individual circumstances. Mr. Harmon suggested that once it's time to do so, the Board should hear recommendations so that policy can define at what point a student ages out.
- Mr. Scarfo asked if there's a way to tell if move-outs are related to services. Ms. Gutterman stated that we do not have that data. Possibly a parent survey could be done, but parent surveys typically have a minimal response rate.
- Mr. Harmon asked, and Ms. Gutterman confirmed, that the \$800 per day transportation expense is due to the fact that Durham School Services is not able to provide transportation. Mr. Harmon suggested considering leasing a vehicle and paying a driver an hourly rate. Mr. Leatherman stated that he can do a cost analysis for that.
- Mr. Clements asked for more information about self-contained classrooms such as size of the room, how many there are, and how many students are participating.
- Ms. Gutterman discussed the curriculum in self-contained classrooms, which may be dependent on the ability of the student. Mr. Clements stated his concern to be sure that self-contained classrooms are managed properly.
- Ms. Gutterman stated that depending on the need, BCBA's through Constellations are making \$125 or more an hour. She can't say at this time if there would be a cost savings or an equal cost to hiring a BCBA, but she doesn't feel it would be a significant savings.
- Mr. Harmon stated that originally, Constellations was going to be training our employees so we eventually wouldn't need Constellations' services anymore. He asked what we have done or what we will be doing to start decreasing our reliance on Constellations. Mr. Leatherman stated

the number one thing would be hiring and keeping our employees. During discussion, Mr. Harmon suggested that the district look to hire BCBA's first for coaching and supervising others. Mr. Scarfo expressed concern for being able to be competitive with other districts. Mr. Leatherman stated that the district should be an environment in which these professionals want to stay.

- Mr. Harmon asked if anything is needed from the Board to go forward with posting for BCBA's. Ms. Gutterman stated she will post and create some job descriptions.

RHS Principal Search Committee School Board Representative: Mr. Harmon volunteered to serve on the Raymond High School Principal Search Committee.

Superintendent Vacation Approval: As per School Board policy GCEC, the Superintendent must obtain School Board approval for a vacation over five days. Mr. Leatherman requested a sixth day of July 24, 2023. MOTION: Joseph Saulnier moved, seconded by Stephen Scarfo, to accept July 24 [2023] as a vacation [for the Superintendent]. Voted unanimously in the affirmative.

School Board June Meeting Dates: Due to a conflict with the Raymond High School Class Night, the School Board rescheduled their June 7, 2023 meeting date to June 14, 2023.

New/Revised Policies - First Reading: The School Board reviewed the following policies for the first of two readings: IHBAE Evaluation Requirements for Children with Specific Learning Disabilities (revised) and IHBAE-R Special Education Evaluation Procedures (for withdrawal). There were no revisions suggested at this time.

New/Revised Policies - Second Reading: MOTION: Tony Clements moved, seconded by Joseph Saulnier, to approve policy CCA-R Organizational Chart. Voted unanimously in the affirmative.

MOTION: Tony Clements moved, seconded by Stephen Scarfo, to accept policy JJJJ Personal Communications Devices. Voted unanimously in the affirmative.

MOTION: Joseph Saulnier moved, seconded by Tony Clements, to accept policy DIA Fund Balances. Voted unanimously in the affirmative.

Monthly Financial Update: Ms. Whitmore reviewed the financial update for months ending January 31, 2023. During discussion:

- Mr. Harmon asked if Ms. Whitmore has a sense of the positive variance on revenue. Ms. Whitmore said maybe somewhere between \$400,000 and \$500,000. Mr. Harmon asked if they have the ability to spend that if they choose, to which Ms. Whitmore replied yes.
- Regarding impact fees, Ms. Whitmore will look into whether the District has received them twice in one year.

- Mr. Scarfo asked if a buffer has been considered for the potential for new students and suggested that money be put into a capital reserve fund for this purpose.

Automated External Defibrillators (AED's) Purchase: Mr. Leatherman stated that typically there is one AED per building, and he recommended purchasing two portable defibrillators to cover athletics and field trips. There was some discussion about adding one additional for each school and at the SAU office in addition to purchasing portable AED's. MOTION: Joseph Saulnier moved, seconded by Stephen Scarfo, to buy four fixed and three portable defibrillators. Voted unanimously in the affirmative.

Revised Bus Routes: The School Board reviewed the revised bus routes as presented this evening. Mr. Scarfo asked what the benefits of the changes are. Mr. Harmon stated that the transportation RFP is coming up and reducing bus route times may result in a reduction of the number of buses needed. Mr. Scarfo stated that he didn't think it was worth changing the routes for an eight-minute savings, and not with three months left in the year. Mr. Saulnier stated he doesn't like to make changes this far into the year. Mr. Harmon stated the Board had been informed that the routes were being reviewed and that the work had been delayed. Ms. Bennett asked if the goal is to see if the schools can run with fewer buses. Mr. Harmon stated originally they were looking to see if there was equity among the stops, and now we're looking at an upcoming transportation RFP. If we can go with less buses than in the past, now is the time to do so, to budget appropriately. MOTION: Cindy Bennett moved, seconded by Joseph Saulnier, to implement the new bus routes as recommended. Motion passed with Cindy Bennett, Tony Clements, and John Harmon voting in the affirmation, and Stephen Scarfo and Joseph Saulnier voting in opposition. It was agreed that the revised routes would begin on March 27th.

Summer School Fee: The School Board reviewed the information about previous years' summer school fees and costs. During discussion, Mr. Harmon clarified that tuition fees wouldn't cover the full cost of the program, but it would offset some. Ms. Bennett asked if there is a hardship clause. Mr. Harmon said the Board can set the guidelines. MOTION: Joseph Saulnier moved to charge kids for summer school as per the Raymond High School for both the high school and the middle school, seconded by Cindy Bennett with the stipulation that if there's a hardship, there's an appeal process. During discussion, it was generally agreed that the building administrator would make the determination regarding a hardship appeal, the tuition cost would be \$150 per course with a maximum of \$300 for two courses, and at both the high school and the middle school, free lunch students could attend free of charge and reduced lunch students would be charged \$50 per course, and the hardship appeal process would be added. Motion passed with Joseph Saulnier, Cindy Bennett, and John Harmon voting in the affirmative and Stephen Scarfo and Tony Clements voting in opposition.

Nominations/Resignations: MOTION: Joseph Saulnier moved, seconded by Cindy Bennett, to accept Jennifer Pelletier's resignation pending receipt of liquidated damages effective March 12, 2023. Voted unanimously in the affirmative.

Committee Reports: Mr. Saulnier stated that the Technology Committee met and they are getting through the new technology plan and reviewing parent and staff survey results.

Superintendent's Report: Mr. Leatherman said he's been having some discussions with Todd Ledoux and a vendor about solar panels, and if we moved forward, it would go out to bid. These discussions are just to determine whether it's something worth exploring. Ms. Bennett asked to consider if the money saved in the beginning means extra expense later on, such as for maintenance. Mr. Leatherman confirmed that this has nothing to do with the town warrant article.

Mr. Harmon thanked Mr. Leatherman and Mr. Ledoux for the LED lights coming up the high school driveway.

Correspondence/Other: Mr. Saulnier stated that the boys wrestling team had their regionals, but the girls wrestling team did not have regionals with NHIAA, which was disappointing for the girls. As a result, one of the top wrestlers was unable to compete. Mr. Saulnier said that some schools are petitioning NHIAA so they score the girls events like they score the boys events. He proposed that the Board send a letter in support of the girls wrestling team, and it was agreed to add it to the next agenda.

Manifest Signing: A quorum of the Board signed the manifest. Accounts Payable total \$1,057,210.61. Payroll total \$74,603.39.

Approval of Minutes: MOTION: Joseph Saulnier moved, seconded by Stephen Scarfo, to accept the minutes of January 10, 2023. Voted unanimously in the affirmative.

MOTION: Joseph Saulnier moved, seconded by Stephen Scarfo, to accept the public minutes of February 1, 2023. Voted unanimously in the affirmative.

MOTION: Joseph Saulnier moved, seconded by Cindy Bennett, to accept and keep sealed the non-public minutes of February 1, 2023. Voted unanimously in the affirmative.

MOTION: Joseph Saulier moved, seconded by Cindy Bennett, to accept the minutes of February 4, 2023. Voted unanimously in the affirmative.

MOTION: Joseph Saulnier moved, seconded by Stephen Scarfo, to accept the public minutes of February 15, 2023. Voted unanimously in the affirmative.

MOTION: Joseph Saulnier moved, seconded by Cindy Bennett, to accept and keep sealed the non-public minutes of February 15, 2023. Voted unanimously in the affirmative.

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Adjournment: MOTION: Joseph Saulnier moved, seconded by Stephen Scarfo, to adjourn the meeting. Voted unanimously in the affirmative. Meeting adjourned at 9:25 PM.

Respectfully submitted,

Jennifer Heywood,
Raymond School Board Clerk

Raymond School Board Non-Public Session
March 8, 2023

Not voted to be kept confidential.

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

Item A

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

Item B

The School Board reviewed attorney advice regarding administrator contracts. The Superintendent also reviewed a possible supplemental life insurance option for wagepool employees.

Respectfully submitted,

Jennifer Heywood,
Raymond School Board Clerk