

Call to Order: The meeting was called to order at 6:00 PM. Present: School Board Members Joseph Saulnier, John Harmon, Tony Clements, Dawn Leamer (Remote); Student Representative to the School Board Mason Lord; Interim Superintendent of Schools David DeRuosi; Business Administrator Marjorie Whitmore; Director of Student Services Michael Hatfield; Lamprey River Elementary School Principal Laura Yacek, Raymond High School Principal Steve Woodward.

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: John Harmon 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." Upon the Board members being individually polled, the motion was voted in the affirmative by Joseph Saulnier, Dawn Leamer, John Harmon, and Tony Clements. The Board entered into non-public session at 6:01 PM and resumed public session at 6:28 PM. Other than the vote to exit this non-public session and seal the minutes (which was moved by John Harmon, seconded by Tony Clements, and upon the Board members being individually polled, was voted in the affirmative by Joseph Saulnier, Dawn Leamer, John Harmon, and Tony Clements), no motions were voted during this non-public session.

Public Input: There was no public input forthcoming.

Our Students/Our Schools: Girls on the Run coaches Michelle Munson and Amy McAvoy, along with students (name withheld), Aubrey Dumas, Olivia Mitchell, and Brooke Naro discussed Girls on the Run with the School Board. They discussed the focus of Girls on the Run and some of the themes for their activities including finding balance, empathy, and communicating. Toward the end of the season they choose a community impact project. This year they collected 342 items for a canned food drive. Each season ends with a non-competitive 5k. They discussed their favorite parts of Girl on the Run, including making friends and learning new skills.

Student Representative Report: Mr. Lord stated that last Friday was *I Am College Bound* day, which is a day for high school seniors to look at which colleges they want to apply to, and applications to New Hampshire colleges are free. He also noted that Winter Carnival is coming up next month.

RHS Principal's Quarterly Report: Mr. Woodward presented the first quarter report to the Board. Report cards were issued on November 10th. They reported out on course competencies as well as competency practices. Mr. Woodward discussed the *I Am College or Career Bound* day, and the fact that students who are planning a career path were also included in the day with career exploration opportunities. Red Ribbon Week activities took place, promoting a drug free lifestyle. Mr. Woodward acknowledged the willingness of faculty and staff to cover classes. The Starfish Award for Quarter One goes to ELO Teacher Holly Londo. They're working on the Program of Studies with the goal of presenting it to the Board prior to the holiday break. COVID-19 numbers are holding steady.

Mr. Saulnier asked for enrollment numbers for students regarding where they should be versus where they currently are in respect to credits earned versus year of school.

Mr. Harmon asked why parent teacher conferences were running at 5:30 PM instead of 6:00. Mr. Woodward stated that the CBA language says “approximately 6:00” and the principals talked it over together with the REA. Mr. Harmon stated that he believes 6:00 is more favorable for parents, as a balance to the afternoon conferences, the timing of which is more favorable for teachers.

Oil and Propane Bid Award: Mrs. Whitmore reviewed the bids received for oil and propane. She noted that Irving has provided updated pricing, \$1.712 for propane and oil at \$2.629, but it is still not the lowest. Administration’s recommendation is to go with Palmer. Mr. Harmon asked that the bid for oil and propane be done earlier in the year so that there is not a gap in contract pricing. MOTION: John Harmon moved, seconded by Tony Clements, to award the oil and propane bid to Palmer Gas and Oil for school year 21-22. Upon the Board members being individually polled, the motion was voted unanimously in the affirmative by Joseph Saulnier, John Harmon, Tony Clements, and Dawn Leamer. Motion passed.

Warrant Articles Recommendation and Review: Dr. DeRuosi stated that it’s the attorney’s recommendation that the humanities teacher position not be placed on the warrant as a separate warrant article. Mr. Saulnier stated that the Board should choose whether to put it in the budget or not include it at all and inquired with each Board member. Ms. Leamer, Mr. Saulnier, and Mr. Harmon all stated their agreement to not include the humanities teacher in the budget or as a separate warrant article at this time.

The meeting recessed at 6:59 PM and resumed at 7:01 PM.

2022-23 School District Budget: During review of the budget, Mr. Harmon noted that at the previous meeting the Board had not taken action to increase the wage pool from 3% to 3.5%. MOTION: John Harmon moved, seconded by Tony Clements, to increase the wage pool from the current 3% to 3.5%, and that new 3.5% would be \$59,927 and food service would be \$2,167. Upon the Board members being individually polled, the motion was voted unanimously in the affirmative by Joseph Saulnier, John Harmon, Tony Clements, and Dawn Leamer. Motion passed.

Mr. Harmon noted that the attorney had indicated the Board could choose to reduce salaries by \$200,000 with no impact on the default budget. He noted that the District is always over on salaries, and that the Board has reduced the salary amount in the past.

MOTION: John Harmon moved, seconded by Tony Clements, to reduce the 22-23 budget by \$200,000 for salaries, retirement, and social security. Mr. Saulnier stated he doesn’t mind doing it for the number of people who have already put in their retirement notices. Dr. DeRuosi stated he believes that’s maybe 12-15 people but we have to wait to see who confirms. Upon the Board members being individually polled, the motion was voted in the affirmative by John Harmon and Tony Clements, and in opposition by Joseph Saulnier and Dawn Leamer. Motion failed.

MOTION: Joseph Saulnier moved, seconded by John Harmon, to make a motion that we lower the salary and benefits by \$150,000. Mr. Saulnier amended the motion to \$175,000 and Mr. Harmon seconded the amendment. Upon the Board members being individually polled, Mr. Saulnier, Mr. Harmon, and Mr. Clements voted in the affirmative, and Ms. Leamer voted in opposition. Motion passed.

Mrs. Whitmore noted that the bottom line for the budget currently is now \$26,798,318.

Ms. Whitmore stated that the revenues aren't set yet, that she's waiting for tax rate setting from the State. Mr. Harmon stated that the District is expected to present to the Budget Committee on November 30th and he doesn't want to approve a budget that they don't know how they're going to pay for; he's not comfortable presenting it without knowing how much the town will pay. Mr. Saulnier stated that they are looking at needs, and the budget is not excessive.

MOTION: John Harmon moved, seconded by Tony Clements, to delay approving the 22-23 budget until the December 1 meeting so that we can have revenue estimates in front of us with the understanding that we will present the budget as we have it today with adjustments made tonight to the Budget Committee on November 30th. Upon the Board members being individually polled, the motion was voted unanimously in the affirmative by Joseph Saulnier, John Harmon, Tony Clements, and Dawn Leamer. Motion passed.

Mr. Clements stated he will reach out to the Budget Committee Chair to advise them of this.

2022-23 School District Default Budget: Mrs. Whitmore stated that there is a difference of \$857 that she will look for. She reviewed the changes to the default budget. It was noted that the oil and propane costs should be adjusted as per the newly approved contract.

There was some discussion about whether to keep Chromebook replacements at the middle and high schools as a default budget item, seeing as they are replaced every year, and whether iPads should be treated in the same manner. It was generally agreed to keep Chromebook replacements for the middle and high schools in the default budget, since they are still being replaced, even if not necessarily at the same level as last year. Mrs. Whitmore will investigate whether iPads should be treated in the same way.

Donations Acceptance: MOTION: John Harmon moved, seconded by Tony Clements, to accept the \$500 donation from Exeter Charitable Foundation to Raymond High School. Upon the Board members being individually polled, the motion was voted unanimously in the affirmative by Joseph Saulnier, John Harmon, Tony Clements, and Dawn Leamer. Motion passed.

MOTION: John Harmon moved, seconded by Tony Clements, to accept the donation of \$825 from Hannaford Helps Schools to Raymond High School. Upon the Board members being individually polled, the motion was voted unanimously in the affirmative by Joseph Saulnier, John Harmon, Tony Clements, and Dawn Leamer. Motion passed.

MOTION: John Harmon moved, seconded by Tony Clements, to accept the donation of \$732 from Hannaford Helps Schools to Lamprey River Elementary School. Upon the Board members being individually polled, the motion was voted unanimously in the affirmative by Joseph Saulnier, John Harmon, Tony Clements, and Dawn Leamer. Motion passed.

New/Revised Policies - Second Reading: MOTION: John Harmon moved, seconded by Joseph Saulnier, to approve policy DJD [Cooperative Purchasing]. Upon the Board members being individually polled, the motion was voted unanimously in the affirmative by Joseph Saulnier, John Harmon, Tony Clements, and Dawn Leamer. Motion passed.

MOTION: John Harmon moved, seconded by Joseph Saulnier, to approve policy DIE [Audits]. Upon the Board members being individually polled, the motion was voted unanimously in the affirmative by Joseph Saulnier, John Harmon, Tony Clements, and Dawn Leamer. Motion passed.

MOTION: John Harmon moved, seconded by Tony Clements, to approve policy DIH [Fraud Prevention and Fiscal Management]. Upon the Board members being individually polled, the motion was voted unanimously in the affirmative by Joseph Saulnier, John Harmon, Tony Clements, and Dawn Leamer. Motion passed.

MOTION: John Harmon moved, seconded by Tony Clements, to approve policy DJ [Purchasing]. Upon the Board members being individually polled, the motion was voted unanimously in the affirmative by Joseph Saulnier, John Harmon, Tony Clements, and Dawn Leamer. Motion passed.

MOTION: John Harmon moved, seconded by Tony Clements, to approve policy DJB [Purchasing Procedures]. Upon the Board members being individually polled, the motion was voted unanimously in the affirmative by Joseph Saulnier, John Harmon, Tony Clements, and Dawn Leamer. Motion passed.

MOTION: John Harmon moved, seconded by Tony Clements, to approve policy DJC [Petty Cash Accounts]. Upon the Board members being individually polled, the motion was voted unanimously in the affirmative by Joseph Saulnier, John Harmon, Tony Clements, and Dawn Leamer. Motion passed.

MOTION: John Harmon moved, seconded by Tony Clements, to approve policy DJC-R [Petty Cash Accounts]. Upon the Board members being individually polled, the motion was voted unanimously in the affirmative by Joseph Saulnier, John Harmon, Tony Clements, and Dawn Leamer. Motion passed.

New/Revised Policies - First Reading: The Board reviewed revised policy DK Payments, Checks, and Manifests and current policy DJG Vendor Relations. No revisions were suggested at this time.

Monthly Financial Update: Mrs. Whitmore reviewed the financial update for months ending October 31, 2021. Mr. Saulnier asked for information about breakfast and lunch and how much the schools should be getting. Mr. Harmon asked if grant funds information could be included for the December 15th meeting.

Nominations/Resignations: MOTION: John Harmon moved, seconded by Tony Clements, to accept the resignation of Victoria Sandin from Lamprey River Elementary School pending receipt of liquidated damages as per the collective bargaining agreement, effective October 29th. Upon the Board members being individually polled, the motion was voted unanimously in the affirmative by Joseph Saulnier, John Harmon, Tony Clements, and Dawn Leamer. Motion passed.

Superintendent's Report: Dr. DeRuosi stated that there has been an increase of COVID-19 positives among staff and students at the middle school. It's not a cluster situation, it is an outbreak. He recommends teachers come in and students attend school remotely for the half day already planned on Friday, November 19th.

Committee Reports: Mr. Harmon stated that the District's Capital Improvements Plan was presented to the CIP Committee. The CIP Committee was pleased with the direction the district is going in, and they approved both the funding for maintenance, technology, and food service as well as the warrant article to take up to \$400,000 from the fund balance on June 30th. They recommended all of the District's CIP articles as well as the Town's.

Mrs. Whitmore stated that the Superintendent Search Committee has met twice and they are moving along on schedule. Mr. Harmon asked for a copy of the schedule.

Tony Clements stated that at the Seacoast School of Technology meeting they discussed budget information; they are in contract negotiations for three unions. There was some discussion at that meeting about a later start time for SST. Dr. DeRuosi said he would not be in support of that.

Correspondence/Other: None.

Manifest Signing: A quorum of the Board signed the manifest. Accounts Payable total \$911,814.15. Payroll total \$466,951.20.

Approval of Minutes: MOTION: John Harmon moved, seconded by Tony Clements, to approve the public minutes of October 20, 2021. Upon the Board members being individually polled, the motion was voted unanimously in the affirmative by Joseph Saulnier, John Harmon, Tony Clements, and Dawn Leamer. Motion passed.

MOTION: John Harmon moved, seconded by Tony Clements, to approve and keep sealed the non-public minutes of October 20, 2021. Upon the Board members being individually polled, the motion was voted unanimously in the affirmative by Joseph Saulnier, John Harmon, Tony Clements, and Dawn Leamer. Motion passed.

MOTION: John Harmon moved, seconded by Tony Clements, to approve the public minutes of October 20, 2021 - Site Visit. Upon the Board members being individually polled, the motion was voted unanimously in the affirmative by Joseph Saulnier, John Harmon, Tony Clements, and Dawn Leamer. Motion passed.

MOTION: John Harmon moved, seconded by Tony Clements, to approve and keep sealed the non-public minutes of October 20, 2021 - Site Visit. Upon the Board members being individually polled, the motion was voted unanimously in the affirmative by Joseph Saulnier, John Harmon, Tony Clements, and Dawn Leamer. Motion passed.

MOTION: John Harmon moved, seconded by Tony Clements, to approve the minutes of November 3, 2021. Upon the Board members being individually polled, the motion was voted unanimously in the affirmative by Joseph Saulnier, John Harmon, Tony Clements, and Dawn Leamer. Motion passed.

MOTION: John Harmon moved, seconded by Tony Clements, to approve the public minutes of November 3, 2021. Upon the Board members being individually polled, the motion was voted unanimously in the affirmative by Joseph Saulnier, John Harmon, Tony Clements, and Dawn Leamer. Motion passed.

MOTION: John Harmon moved, seconded by Tony Clements, to approve the non-public minutes of November 3, 2021, keeping item A sealed and unsealing item B. Upon the Board members being individually polled, the motion was voted unanimously in the affirmative by Joseph Saulnier, John Harmon, Tony Clements, and Dawn Leamer. Motion passed.

MOTION: John Harmon moved, seconded by Tony Clements to approve the public minutes of November 3, 2021 Site Visit. Upon the Board members being individually polled, the motion was voted unanimously in the affirmative by Joseph Saulnier, John Harmon, Tony Clements, and Dawn Leamer. Motion passed.

MOTION: John Harmon moved, seconded by Tony Clements, to approve and keep sealed the non-public minutes of November 3, 2021 - Site Visit. Upon the Board members being individually polled, the motion was voted unanimously in the affirmative by Joseph Saulnier, John Harmon, Tony Clements, and Dawn Leamer. Motion passed.

Non-Public Session: MOTION: John Harmon moved, seconded by Tony Clements, to enter into non-public session under RSA 91-A:3 II (i) Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life." Upon the Board members being individually polled, the motion was voted in the affirmative by Joseph Saulnier, Dawn Leamer, John Harmon, and Tony Clements. The Board entered into non-public session at 8:30 PM and resumed public session at 9:32 PM. Other than the vote to exit this non-public session and seal the minutes (which was moved by John Harmon, seconded by Tony Clements, and upon the Board members being individually polled, was voted in the affirmative by Joseph Saulnier, Dawn Leamer, John Harmon, and Tony Clements), no motions were voted during this non-public session.

Adjournment: MOTION: John Harmon moved, seconded by Tony Clements, to adjourn the meeting. Upon the Board members being individually polled, the motion was voted unanimously in the affirmative by Joseph Saulnier, John Harmon, Tony Clements, and Dawn Leamer. Motion passed. Meeting adjourned at 9:33 PM.

Respectfully submitted,

Jennifer Heywood,  
Raymond School Board Clerk