

Call to Order: The meeting was called to order at 6:45 PM. Present: School Board Members John Harmon, Michelle Couture, Janice Arsenault, Jaclyn Serrine, and Joseph Saulnier; Superintendent of Schools Tina McCoy; Business Administrator Ron Brickett;

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

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

Non-Public Session: Joseph Saulnier moved, seconded by Janice Arsenault, 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 charge against him or her, unless the employee affected (1) has the right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted," 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 John Harmon, Jaclyn Serrine, Michelle Couture, Janice Arsenault, and Joseph Saulnier. The Board entered into non-public session at 6:46 PM and resumed public session at 7:05 PM. Other than the vote to exit non-public session (which was moved by Jaclyn Serrine, seconded by Michelle Couture, and upon the Board members being individually polled, was voted in the affirmative by John Harmon, Jaclyn Serrine, Michelle Couture, Janice Arsenault, and Joseph Saulnier), no motions were voted during this non-public session.

Public Input: There was no public input forthcoming.

Request for Inclusion on the School Board Agenda: Dana Zulager and Susan Hilchey spoke a bit about the Voter Information Project. The Voter Information Project publishes a voter's guide that is distributed throughout Raymond. The purpose is to provide an unbiased evaluation of every warrant article. They thanked all the volunteers involved in the publication, and also thanked Mr. Brickett for his assistance during the preparation of the Voter's Guide last year. Mrs. Hilchey mentioned that they are looking for an administrator facilitator for the Voter's Guide. Anyone interested can contact Mrs. Hilchey at 895-4030.

Mr. Saulnier thanked those involved for distributing the information.

Energy Efficiency Report: Mike Davey, of Energy Efficient Investments, provided to the Board the results of an energy use audit in each school building. The report provides a listing of projects that could be done in each building, the estimated cost of the measure, the estimate annual energy savings, and the potential rebate.

Mr. Davey stated that the high school is very efficient in its energy usage. Even though the control systems are old, they are managed well.

During discussion:

- The estimated energy savings doesn't include any additional savings for reduced maintenance needs.
- The report states that the project will be funded through a cost neutral loan or lease. Mr. Davey confirmed that there is interest on the lease. The rate varies based on credit rating and term.

- Mr. Ledoux stated that replacement of the controls at the high school and the middle school should definitely be considered for the near future.
- Mr. Brickett stated that governmental lease is not binding and if broken, the equipment would be taken back. But if the District completes the term of the lease, then the equipment belongs to the District.
- Mr. Davey stated that if the Board does everything proposed, then a third party company would finance a \$2 million project. Energy Efficient Investment manages the work. When the project is completed, the District gets the savings from that season. The lease payment would be similar to the savings. EEI guarantees that energy savings over the finance period. Because they guarantee these savings, the numbers presented this evening are conservative.
- Mr. Brickett stated that the attorney opinion is that this lease wouldn't need to go to the voters because the energy expense bottom line will remain the same.
- The front end of the control system will probably need upgrading at the end of 20 years.
- Mr. Davey stated that the cost for switching to propane includes storage containers for propane.
- Building envelope improvements include items such as re-insulating above the ceiling tiles.
- Mr. Davey confirmed that it's possible to hold off on committing to upgrades at the elementary school and to begin at the high school and middle school. However, if the District does move forward now with the elementary school, for closing or selling the building, Mr. Davey recommends consulting with the attorney. Mr. Brickett stated that it's all one lease, unless a separate lease is negotiated for each building.

Mr. Brickett stated that he recommends forming a committee to determine what projects to recommend, and to investigate leasing options, and then bring the options to the Board.

Mr. Harmon asked the Board if there are any projects they would want the committee not to consider. Mr. Saulnier suggested the committee concentrate on the middle and high school. Mrs. Arsenault and Ms. Serrine stated their agreement, but acknowledged the opportunity to possibly address needs at the elementary school. Mr. Harmon stated he believes that at this point, the conversation should include all schools. Mr. Davey recommended two months for this committee to complete its work.

It was the consensus of the Board to move forward, continuing to include the elementary school in the discussion, knowing that at some point, some or all of the projects may be taken off the table. Mrs. Arsenault stated her agreement, but that without knowing the direction of the elementary school at this point, the elementary school should be removed from discussion.

It was the consensus of the Board to form a committee to investigate options as noted earlier. Mr. Brickett stated that both he and Mr. Ledoux would be on the committee. Mrs. Couture volunteered to be a member of this committee.

Mr. Davey asked the Board to authorize someone from the Superintendent's Office to sign-off on rebate authorizations. These are first-come, first-serve, but do not obligate the District.

MOTION: Michelle Couture moved, seconded by Janice Arsenault, to authorize Ron Brickett to sign rebates as needed as part of this energy project. Voted unanimously in the affirmative.

Principals' Reports: Raymond High School Principal Steve Woodward presented his report to the Board, including a review of how lunches have been going with the new schedule and upcoming events. During discussion:

- Morning SST students have taken on some additional/online classes to address any down time they had when returning to RHS. Afternoon SST students have a clean break in the schedule without that down time several times a week. It is Mr. Woodward's intention to survey students later in the year to determine how to move forward.
- Mr. Harmon asked that Mr. Woodward report back on the schedule and any surveys during his quarterly reports.
- Mr. Woodward stated that students used to get off the bus at 7:10 AM. This year, they are getting off at 7:05 AM. While they have been managing this earlier time at the high school, it's Mr. Woodward's expectation that once the bus company has resolved its staffing issues, the timing would return to 7:10.

Iber Holmes Gove Middle School Principal Bob Bickford presented his report to the Board, including the extended homeroom period on the first day of school, the initial challenges of transportation, and that they started the school year with almost the entire staff that they ended the last year with. Mr. Saulnier described the staffing shortage and some bus issues at Dail Transportation.

Lamprey River Elementary School Principal Bryan Belanger presented his report to the Board, including similar issues surrounding transportation that are now improving, and information on the principal's blog including volunteer opportunities.

Mr. Harmon asked to have in the Friday Memo where the District stands with all positions that still need to be filled. He also asked for 4th grade coverage options to be addressed in the Friday Memo.

Mr. Saulnier asked about the after school program. Mr. Belanger stated that it seems to be well-attended with a lively crew and great staff. YMCA also takes place at LRES. Mr. Saulnier asked for how many students are in each school's after school program in the Friday Memo. Mr. Bickford stated that Title I students are able to access the LEAP late bus free of charge, which is a great benefit.

Mr. Saulnier asked if there have been issues having enough buses for sports. Dr. McCoy stated that it has been challenging because they have no backup drivers. Mr. Bickford stated that they are also experiencing challenges with field trips.

ADA Report RHS & IHGMS for Polling Site: Mr. Harmon invited Town Moderator Kathleen Hoelzel and School District Moderator Tim Louis to join the discussion. Mr. Ledoux reviewed the process for the inspection and following report on accessibility at RHS and IHGMS as polling sites. The reports concluded that IHGMS has non-compliant elements that are not remediable with temporary measures, and that RHS has non-compliant elements that are remediable with temporary measures. Mr. Ledoux reviewed the areas of non-compliance at each school.

The overriding issue at the middle school is the slope of the parking lot, and the ramp inside the vestibule is also too steep. Mr. Ledoux stated that ADA compliance for the slope is the same for any time, not only for polling. Mr. Harmon requested that Mr. Ledoux investigate the cost to fix this issue.

Mrs. Hoelzel stated that she is not aware of anyone receiving any complaints regarding accessibility at Raymond polling places. She stated that the parking at the middle school is more accommodating for voters than at the high school. Mr. Ledoux stated the high school parking was looked at as favorable because the spaces are closer to the door than at the middle school, and that a count of spaces resulted in more at the high school. Mr. Louis stated that coming up the hill is a challenge for some people. Mr. Ledoux is going to work on getting some costs on fixing the two biggest issues. Mrs. Hoelzel noted that if anything requiring paving needs to be done, it must be done before cold weather.

Mrs. Couture inquired as to whether a separate section could be offered for those needing accessibility for voting as long as the same privacy for voting is offered. Mrs. Hoelzel stated that there has never been a problem with accessibility.

New/Revised Policies - Second Reading: MOTION: Jaclyn Serrine moved, seconded by Michelle Couture, to approve policy KB Title I parent Involvement in Education as presented. Voted unanimously in the affirmative.

MOTION: Jaclyn Serrine moved, seconded by Janice Arsenault, to approve policy KLG Relations with Police Authorities as presented. Voted unanimously in the affirmative.

Curriculum Coordinator Search Committee: Mr. Saulnier volunteered to serve on the Curriculum Coordinator Search Committee. Dr. McCoy stated she would like to name the following staff members to the Search Committee: Bob Bickford, Laura Yacek, Scott Riddell, and a classroom teacher from each school as well as a Title I teacher. Parents Heather Jardine and Dana Zulager submitted letters of intent to serve on the committee.

MOTION: Joseph Saulnier moved, seconded by Jaclyn Serrine, to accept Heather Jardine for a position on the search committee. Voted unanimously in the affirmative.

MOTION: Joseph Saulnier moved, seconded by Jaclyn Serrine, to accept Dana Zulager for a position on the search committee. Voted unanimously in the affirmative.

Curriculum Coordinator Job Description: Dr. McCoy presented a revised job description for the Curriculum Coordinator.

During discussion:

- Dr. McCoy will investigate whether enrichment should still be included in the job description.
- Dr. McCoy stated that she changed the K-12 requirement to preschool-12 because we are a district that includes preschool which does have a curriculum, even though it is separate.
- Should "preparing reports and presenting information in front of the School Board" be in there? If so, it should be on all administrative job descriptions.

MOTION: Janice Arsenault moved, seconded by Joseph Saulnier, to approve the Curriculum Coordinator job description as amended. Voted unanimously in the affirmative.

Superintendent Mid-Year Evaluation Date: The School Board scheduled a meeting for October 2 at 7:00 PM to complete the Superintendent Mid-Year Evaluation. Board Members were asked to complete their individual evaluations by September 28th.

Committee Reports: Mr. Saulnier reported that the Cable Committee met and discussed the possibility of a third channel just for school use, such as for sports games and board meetings. There wouldn't be a cost to the District, they would just have to ask the Selectmen to turn it on.

Mr. Rivard stated that the new high school schedule has been running smoothly, so far.

Mr. Harmon stated that the CIP Committee met and are scheduled to have school discussions on October 3rd.

Ms. Serrine stated that the SST Governing Board reviewed enrollment numbers: 22 Raymond students in the AM program and 24 in the PM program. She noted that these numbers tend to drop by October. There was discussion at the meeting about the new YMCA building to go in adjacent to the field house, and that there are concerns with parking. The SST Board Members were asked to compose a letter to the Zoning Board stating concern for safety; the concern is the line of sight (or lack of) for the student parking lot for this SST building. Mr. Saulnier asked for SST enrollments to be included in the Friday Memo.

Mrs. Couture stated that the Raymond Coalition for Youth will be meeting on September 14th, and the Wellness Committee on September 21st. Mrs. Arsenault offered to attend the RCFY meeting since Mrs. Couture would not be available.

Superintendent's Report: Dr. McCoy reported on the status of the well construction; that it is proceeding well, and that people have adjusted to the traffic flow. They've finished laying pipe in front of the SAU, and all have been manageable disruptions. She stated that Todd Ledoux has done a great job keeping administration abreast of all development. It's been decided to delay the work inside the school until the spring so as not to disrupt instruction. This won't slow the project down in the big picture.

Dr. McCoy stated that the opening of school was smooth. Most challenges they've faced had to do with transportation. The bus company is currently training drivers to help alleviate that situation. 3

The Technology Department has become a very customer oriented team and Technology Director Kevin Federico is preparing a technology update for the Board. Special Education Director Walter Anacki is also preparing a presentation for the Board regarding a summary of special education and the site review being conducted this fall.

Dr. McCoy thanked Human Resources Coordinator Karen Stuart, working as a one-person department. She noted that Mrs. Stuart has processed 40 new employees this year and that there is a lot that goes into that.

Motion to go Beyond 10:00 PM: **MOTION:** Joseph Saulnier moved, seconded by Jaclyn Serrine, to extend the meeting beyond 10:00 PM. Voted unanimously in the affirmative.

Correspondence/Other: None.

Manifest Signing: A quorum of the Board signed the manifest. Accounts Payable total \$106,824.66. Payroll total \$412,259.73.

Approval of Minutes MOTION: Michelle Couture moved, seconded by Jaclyn Serrine, to approve the minutes of July 12, 2017 "Meet & Greet" as presented. Voted unanimously in the affirmative.

MOTION: Joseph Saulnier moved, seconded by Janice Arsenault, to approve the minutes of July 12, 2017 with the following amendment: page 5, addition of "for consistency purposes" under Committee Reports. Voted unanimously in the affirmative.

MOTION: Joseph Saulnier moved, seconded by Michelle Couture, to approve the minutes of July 25, 2017 as presented. Voted unanimously in the affirmative.

MOTION: Michelle Couture moved, seconded by Joseph Saulnier, to approve the minutes of July 27, 2017 as presented. Voted unanimously in the affirmative with Michelle Couture and Jaclyn Serrine abstaining.

MOTION: Joseph Saulnier moved, seconded by Janice Arsenault, to approve the minutes of August 2, 2017 with the following amendment: correct "ADD" to "ADA." Voted unanimously in the affirmative with Jaclyn Serrine abstaining.

MOTION: Joseph Saulnier moved, seconded by Jaclyn Serrine, to approve the minutes of August 16, 2017 as presented. Voted unanimously in the affirmative with Michelle Couture abstaining.

MOTION: Joseph Saulnier moved, seconded by Janice Arsenault, to approve the public minutes of August 23, 2017 as presented. Voted unanimously in the affirmative.

MOTION: Joseph Saulnier moved, seconded by Jaclyn Serrine, to approve and keep sealed the non-public minutes of August 23, 2017. Voted unanimously in the affirmative.

Adjournment: MOTION: Janice Arsenault moved, seconded by Joseph Saulnier, to adjourn the meeting. Voted unanimously in the affirmative. Meeting adjourned at 10:03 PM.

Respectfully submitted,

Jennifer Heywood,
Raymond School Board Clerk

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Raymond School Board Non-Public Session
September 6, 2017

DRAFT

Not voted to be kept confidential.

Present: School Board Members John Harmon, Michelle Couture, Janice Arsenault, Jaclyn Serrine, and Joseph Saulnier; Superintendent of Schools Tina McCoy.

Dr. McCoy reviewed the potential members of the Curriculum Coordinator Search Committee with the Board.

Potential dates for a search committee meeting include September 13th, 10-3 or September 19th, 1-5.

Respectfully submitted,

Jennifer Heywood,
Raymond School Board Clerk