

Raymond School Board Meeting
June 21, 2017
Raymond High School Media Center
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Approved July 12, 2017

Call to Order: The meeting was called to order at 6:45 PM. Present: School Board Members John Harmon, Jaclyn Serrine, Joseph Saulnier, Janice Arsenault, and Michelle Couture; Student Representative to the School Board Jeffrey Rivard; Superintendent of Schools Ellen Small; Business Administrator Ron Brickett; Raymond High School Principal Steve Woodward; Iber Holmes Gove Middle School Principal Bob Bickford.

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

Non-Public Session: MOTION: Joseph Saulnier moved, seconded by Janice Arsenault, 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 ny person other than an 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 Jaclyn Serrine, Michelle Couture, Joseph Saulnier, Janice Arsenault, and John Harmon. The Board entered into non-public session at 6:46 PM and resumed public session at 7:00 PM. Other than the vote to exit non-public session (which was moved by Joseph Saulnier, seconded by Janice Arsenault, and upon the Board members being individually polled, was voted in the affirmative by Jaclyn Serrine, Michelle Couture, Joseph Saulnier, Janice Arsenault, and John Harmon), no motions were voted in during this non-public session.

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

Public Hearing: MOTION: Joseph Saulnier moved, seconded by Jaclyn Serrine, to open the public hearing to consider the expenditure of funds totaling up to \$80,000 from the Equipment, Facilities Maintenance and Replacement Capital Reserve Fund to upgrade two bathrooms at Lamprey River Elementary School and to upgrade air conditioning systems in three office areas at Raymond High School. Voted unanimously in the affirmative.

The public was invited to speak relative to the hearing for the capital reserve funds expenditure. There was no public input forthcoming. Mr. Harmon read a letter received by Tina Thomas. That letter is attached to these minutes.

MOTION: Jaclyn Serrine moved, seconded by Michelle Couture, to close the public hearing. Voted unanimously in the affirmative.

Motion to Amend the Agenda: MOTION: Joseph Saulnier moved, seconded by Michelle Couture, to amend the agenda to include the purchase of Chromebooks from surplus funds, and to add this agenda item in between items B and C. Mr. Harmon stated that he doesn't feel the item should be added to the agenda because it was already addressed by a quorum of the Board. Motion passed with Michelle Couture, Jaclyn Serrine, Joseph Saulnier, and Janice Arsenault voting in the affirmative and John Harmon voting in opposition.

Public Input: RESS President Sandy Ellis, RESS Treasurer Mary DeFlumeri, and RESS Secretary Charlie Bolduc presented a gift to Ellen Small for her upcoming retirement.

Request for Inclusion on the School Board Agenda: Alison LaCasse, Randy LaCasse, Cori Cunningham, and Todd Ledoux presented their request to place a bench and plaque at the middle school soccer field as a memorial for Jeni Plender. MOTION: Janice Arsenault moved, seconded by Joseph Saulnier, to accept the request to put

in a bench with a plaque and plant a tree in memory of Jeni on the soccer field as noted. Voted unanimously in the affirmative.

IHGMS 2017-18 Student Handbook: Mr. Bickford reviewed the 2017-18 student handbook. During discussion:

- Typo on bottom of page 9
- Typo on page 22 - should read "principal's"
- Typos page 27
- Typo page 28 (comma placement)
- Suggestion to change any mention of "parents" to "parents/guardians"
- Teachers will be the ones to determine if a student is being a "responsible learner"

MOTION: Michelle Couture moved, seconded by Janice Arsenault, to accept the IHGMS student handbook with the recommended changes for the 2017-18 school year. Voted unanimously in the affirmative.

Chromebook Purchase with Surplus Funds: Mr. Saulnier stated that he feels this needs to be a wider discussion than yes or no. He stated that he believes the Technology Plan is for students to be 1:1 with Chromebooks, and that the District will not reach that goal. The expenditure is 2.6% of the surplus funds and will go directly to the students. Mrs. Couture stated that using Chromebooks would help in the effort to move to a more green environment, and there is additional cost to providing hard copies of rapidly changing material. She also stated that having to cycle in students for computer-based assessment testing results in a loss of instructional time. The greatest issue is an equity issue - that some families can't afford computers - and this levels the playing field for all students. Mrs. Arsenault stated that she is in favor of Raymond being a 1:1 district, but she's not in favor of buying the devices with surplus funds. As important as this is, there are many other things that are important. She asked if the Technology Director can research grants for this purpose. Mrs. Small stated that the District has been using considerable money from grants for the purchase of Chromebooks. Ms. Serrine stated that she is in favor of adding Chromebooks and the 1:1 concept. She feels that other issues, such as maintenance of the Chromebooks, make it a bigger issue than just the purchase of Chromebooks. She stated that she doesn't feel surplus funds should be used for the purchase of Chromebooks but should be built into the budget presented to the voters. Mrs. Small stated that a cart and a set of Chromebooks at each school is in the budget for this upcoming year. Mr. Harmon stated that he doesn't support the purchase of Chromebooks from surplus funds. He stated if the motion had passed at the last meeting, there probably wouldn't be an agenda item tonight for more discussion. He stated that the first year he was on the Board was the first time that the unreserved fund balance was used for purchases, and at that time a number of purchases were made. Since then, the only time that unreserved fund balance money was spent was for the Chromebooks for the School Board meetings which they knew would pay for themselves with a year. During budget preparation last year, there was no discussion about the need to increase Chromebooks to this extent. Mrs. Couture stated that one of the things they have to be careful of is that when the district returns surplus money, that's used as a reason to cut in the future. Mr. Saulnier stated that he views the use of surplus money as he would if he were running a business; that if the purchase of Chromebooks with surplus funds could result in better grades, that's what he would do. MOTION: Joseph Saulnier moved, seconded by Michelle Couture, to use \$15,945 of surplus funds for the purchase of Chromebooks and carts. Motion failed with Joseph Saulnier and Michelle Couture voting in the affirmative and Janice Arsenault, Jaclyn Serrine, and John Harmon voting in opposition. Mr. Saulnier stated that he had hoped to have further discussion about the topic beyond a vote and including the opinion of others.

RHS Enrichment Opportunities: Mr. Woodward presented to the School Board the enrichment opportunities available to high school students next year through the Universal Block. The Universal Block will be scheduled as two mini blocks of 41 minutes. Options for activities during this block period include working on virtual learning classes, reteach and relearn activities, assignment make-up, mini-lessons on various life skills topics, and extended learning opportunities. Mr. Woodward confirmed that there has been some exploration of peer-to-peer mentoring during this time. During discussion with the Board, he explained that the Universal Block is a time when no students in the building have a class scheduled. Attendance will be taken during these activities. Mr. Bickford, who has experience using this enrichment scheduling software at the middle school, stated that administration can run reports as to where students are spending their enrichment time, and the trend is that students self-select topics of interests to them. They don't find at the middle school that students need to be redirected often. Mr. Woodward stated that at the high school, the expectation is that responsibilities for enrichment activities will be covered by all members of the department.

Donation Acceptance: MOTION: Michelle Couture moved, seconded by Jaclyn Serrine, to accept \$1,342.90 from the Knights of Columbus Tootsie Roll Fund to LRES. Voted unanimously in the affirmative, with Joseph Saulnier recusing himself.

Nominations/Resignations: MOTION: Joseph Saulnier moved, seconded by Janice Arsenault, to accept the retirement of Deirdre Doyle, effective June 30, 2017. Voted unanimously in the affirmative with Michelle Couture recusing herself.

MOTION: Joseph Saulnier moved, seconded by Jaclyn Serrine, to accept the resignation of John Adams upon finding suitable replacement. Voted unanimously in the affirmative with Michelle Couture recusing herself.

MOTION: Jaclyn Serrine moved, seconded by Joseph Saulnier, to accept the resignation of Anna Puertas upon finding suitable replacement. Voted unanimously in the affirmative with Michelle Couture recusing herself.

MOTION: Joseph Saulnier moved, seconded by Jaclyn Serrine, to accept the resignation of Kelly Garcea upon finding suitable replacement. Voted unanimously in the affirmative with Michelle Couture recusing herself.

MOTION: Joseph Saulnier moved, seconded by Jaclyn Serrine, to accept the resignation of Erica Rosenson upon finding suitable replacement. Voted unanimously in the affirmative with Michelle Couture recusing herself.

MOTION: Joseph Saulnier moved, seconded by Jaclyn Serrine, to accept the nomination of Keri Shaw as a reading specialist at LRES. Voted unanimously in the affirmative with Michelle Couture recusing herself.

MOTION: Joseph Saulnier moved, seconded by Jaclyn Serrine, to accept the nomination of Michelle Munson as an art teacher at LRES. Voted unanimously in the affirmative with Michelle Couture recusing herself.

New/Revised Policies - Second Reading: MOTION: Jaclyn Serrine moved, seconded by Joseph Saulnier, to accept policy IKF High School Graduation Policy as presented for second reading. Voted unanimously in the affirmative.

MOTION: Joseph Saulnier moved, seconded by Michelle Couture, to accept policy IKFA-R Early Graduation Plan as presented for second reading. Voted unanimously in the affirmative.

Expenditure of Capital Reserve Funds: Mr. Brickett reviewed the proposals for expenditures for capital reserve funds. The budgeted amount for the LRES bathroom renovation was \$37,000, and the final bid cost is \$59,777.97. The budgeted amount for the RHS air conditioning project was \$20,000, and the final bid cost for only two other areas is over \$10,000 higher. Administration recommended not awarding the air conditioning project at this time. Administration also recommended that the bathroom renovation project move forward with \$11,199.17 to be taken from the general fund.

During discussion:

- The original estimates for the work to be done for the LRES bathrooms and for the air condition work at RHS were based on the cost for work done previously. Both of these CRF projects are labor intensive and involve many subcontractors. The numbers from their subcontractors are causing them to raise their overall costs.
- The costs associated with the LRES bathrooms are to make them ADA compliant. They're currently not compliant, but if any repairs are made to them, they must be made ADA compliant. If no work was done, it would be normal status quo. Though they should be made compliant, they can continue to operate as they are today. Mr. Harmon confirmed that there are some ADA compliant facilities at LRES for those students who need them.
- Partitions at LRES would be metal. Plastic is more expensive.

Mr. Harmon suggested that the capital reserve fund budgets be revised based on the knowledge we now have on the expense. Mrs. Couture stated that she's concerned that there's only one ADA compliant bathroom in the building.

MOTION: Joseph Saulnier moved, seconded by Michelle Couture, to accept the project cost for making two bathrooms at LRES ADA compliant of \$59,777.97, with expense and materials of \$11,199.17 and the balance of \$48,578.80 being charged to the maintenance capital reserve fund. Ms. Serrine stated she doesn't support the motion due to the price difference and that it should be re-addressed in the Capital Improvements Plan. Mr. Saulnier stated that he doesn't see this project cost going down. Motion failed with Joseph Saulnier and Michelle Couture voting in the affirmative and John Harmon, Jaclyn Serrine, and Janice Arsenault voting in opposition.

It was the general consensus of the Board to wait to move forward with the air conditioning project at RHS, and to plan to both include repair costs as part of the Capital Improvements Plan and to include it in the Performance Contract proposal that Energy Efficient Investments is preparing for the District. There was also consensus that administration can consider the possible cost savings to do the air conditioning project as part of larger duct work needed in the media center at Raymond High School.

Mr. Harmon suggested planning for energy efficiencies and other original bid items as part of a future construction bid for ADA compliance of the LRES bathrooms. Mr. Saulnier suggested considering converting an adult bathroom into a unisex student ADA compliant bathroom.

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Monthly Financial Update: Mr. Brickett reviewed the financial update for months ending May 31, 2017. Areas of largest variance include salaries, health insurance, professional services for students, maintenance services, student tuitions, propane, electricity, & oil, and transfers - food service.

Review of District Investment Policies: The Board reviewed the District's investment policies, as required annually.

MOTION: Jaclyn Serrine moved, seconded by Joseph Saulnier, to approve policy DFA Investments. Voted unanimously in the affirmative.

MOTION: Jaclyn Serrine moved, seconded by Michelle Couture, to approve policy DFA-R Investment of School District Funds. Voted unanimously in the affirmative.

School Board Auditor Questionnaire: MOTION: Jaclyn Serrine moved, seconded by Janice Arsenault, to approve the Board Chair sign the auditor questionnaire as presented. Voted unanimously in the affirmative.

Bus Stop Recommendation: The School Board had met for a site visit of a potential school bus stop at 41 Chester Road. Mrs. Couture stated that she encountered a blind spot leading up to the location. Mr. Harmon stated that he doesn't feel the School Board should weigh in on it at all at this point. Mrs. Arsenault and Ms. Serrine stated they felt it difficult to visualize the stop area, and there was some discussion about not knowing how many students will be needing a bus stop. There was no action taken.

Committee Reports: Ms. Serrine attended a meeting at SST. They reviewed the meeting calendar and a new attendance policy for next year. They are having attendance issues there, and absent students may be taking a spot away from a student on a wait list. The new policy holds the student more accountable, with consequences and potential impact to grades.

Mr. Rivard stated that Class Elections took place several weeks ago, with some overlap in the elected positions.

Mrs. Arsenault stated the Sick Bank Committee didn't meet as there were no requests.

Mr. Saulnier thanked RCTV for their coverage of the RHS Graduation.

Mr. Harmon asked if there was any correspondence from the Budget Committee indicating that they understand that the budget review will be presented in August, not July. Mr. Brickett confirmed that he received correspondence from Mr. Mann indicating his understanding.

Superintendent's Report: Mrs. Small stated that the transition students created a garden in which they are growing peas, spinach, lettuce, radishes, and kale. She thanked RHS teacher Dean Plender and his students for building the boxes for the vegetables and a mulch box.

A Spring Concert Review was held at IHGMS. It was great sounding music with an impressive-sized band. Mrs. Small thanked band teacher Alicia Rockenhauser for coordinating the event.

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Mrs. Small commented on Class Night and Graduation. A total of \$852,576 in scholarships was awarded to graduating seniors.

Mrs. Small thanked LRES staff members Doug Roy and Isabelle McDonald for writing a successful grant application for \$4,000 to produce a Virtual Nature Trail Tour.

Mrs. Small thanked the Board for their continued support, and the staff and students for making each day a pleasure to come to work.

Correspondence/Other: Mr. Saulnier thanked the teachers, faculty, and administration. 82% of the graduating class planning to go to college is a big uptick from a few years ago. He attended the kindergarten graduation with increasing parent attendance.

Manifest Signing: A quorum of the Board signed the manifest. Accounts Payable total \$192,727.82. Payroll total \$1,311,563.15.

Approval of Minutes: MOTION: Joseph Saulnier moved, seconded by Janice Arsenault, to approve the minutes of June 5, 2017. Voted unanimously in the affirmative with Michelle Couture abstaining.

MOTION: Joseph Saulnier moved, seconded by Michelle Couture, to approve the minutes of June 7, 2017. Voted unanimously in the affirmative with Michelle Couture and Janice Arsenault abstaining.

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

Respectfully submitted,

Jennifer Heywood,
School Board Clerk

Raymond School Board Non-Public Session
June 21, 2017
Not voted to be kept confidential

Present: School Board Members John Harmon, Joseph Saulnier, Jaclyn Serrine, and Janice Arsenault;
Superintendent of Schools Ellen Small.

Mrs. Small reviewed this evening's nominations and resignations with the School Board.

Respectfully submitted,

Jennifer Heywood,
School Board Clerk