

Raymond School Board Meeting
Wednesday, August 7, 2013
Raymond High School Media Center
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Approved September 4, 2013

Call to Order: The meeting was called to order at 6:45 PM. Present: School Board Members John Harmon, Daniel Chouinard, Stephen Reardon, and Tina Thomas (6:46 PM); Student Representative to the School Board Maria Harmon; Administrator in Charge of Superintendent Services Ellen Small; Business Administrator Ron Brickett; Facilities Director Todd Ledoux.

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

Non-Public Session: MOTION: Stephen Reardon moved, seconded by Daniel Chouinard, to enter into non-public session under RSA 91-A:3 II (b) – “The hiring of any public employee,” and (c) – “Matters which, if discussed in public, would likely adversely affect the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting.” Upon Board members being individually polled, the motion was voted in the affirmative by Daniel Chouinard, John Harmon, and Stephen Reardon. The Board entered into non-public at 6:46 PM and resumed public session at 7:00 PM. Other than the vote to terminate non-public session and seal the minutes because it was determined that divulgence of the information likely would affect adversely the reputation of any person other than a member of the public body itself (which was moved by Tina Thomas, seconded by Stephen Reardon, and upon the Board members being individually polled, was voted in the affirmative by John Harmon, Daniel Chouinard, Tina Thomas, and Stephen Reardon), no motions were voted during this non-public session.

Public Input: Mr. Stewart approached the Board and recommended, in the September 2013 issue Popular Mechanics, a story titled “Alternative Ways to Better, Cheaper Ed.” He referenced the used of credit for life experience and free college courses offered online.

Mr. Stewart inquired as to how many Hooksett tuition students Raymond would be accepting. Mr. Harmon stated that the Board voted in July to deny the Hooksett Superintendent’s request for Raymond to consider accepting up to 600 students, as the building cannot accommodate that many additional students.

Mr. Stewart inquired of the Board if they would be in favor of establishing a scholarship for Seacoast School of Technology graduates continuing their education, particularly if it involves no cost to the taxpayers.

Mr. Stewart stated that at a July School Board meeting, a petition was brought forward concerning the elimination of the current curriculum coordinator position.

Administrator Vacation Time Buyback: Mrs. Small stated that her position is that the vacation buyback is a benefit for the administrators, who don’t have many benefits. Mr. Harmon stated he feels the district should continue the practice of buying back vacation time, but not up to the full amount possible, as is done now. He noted that many districts allow vacation buyback. He feels up to ten days would be satisfactory because vacation time is intended to be used.

Ms. Thomas stated that she feels that vacation should be used without the option of vacation buyback. She feels that vacation buyback is not something available to the taxpayers, and it is a benefit to be used by the employee to take some time away from workplace. She is looking to do away with the practice, but is willing to consider middle ground. Mr. Harmon noted that there are employers in the private sector that buyback as well, though he's not aware that it's prevalent.

Mr. Chouinard stated that he's seen vacation buyback for vacation time as it's earned, but that he also feels that vacation time should be used. After reviewing current practice, Mr. Chouinard and Mr. Reardon stated the District's current practice seemed to be in line with their preference.

Ms. Thomas noted that the town used to have a savings account for this type of expense, but that this type of expenditure could negatively affect the budget. She suggested that if the Board does continue the practice, that a savings account is set up for the purpose.

MOTION: Dan Chouinard moved, seconded by Stephen Reardon, that the District stay status quo on vacation buyout. Mr. Harmon stated he feels that employees should be encouraged to take their vacation days rather than being encouraged not to. Mr. Chouinard noted that the payout should be budgeted somewhere. Mr. Brickett noted, in response to the Board, that this transaction doesn't happen often. Ms. Thomas clarified that the motion, "status quo," means the current practice of paying everything out if they have the vacation time. Daniel Chouinard and Stephen Reardon voted in the affirmative. Tina Thomas and John Harmon voted in opposition. Motion failed.

MOTION: Stephen Reardon moved, seconded by Tina Thomas for discussion, to limit the buyback to fifteen vacation days maximum. During discussion, Mr. Reardon amended his motion to include an effective date of July 1, 2014. Ms. Thomas seconded the amendment. Voted unanimously in the affirmative.

Nominations/Resignations: MOTION: Stephen Reardon moved, seconded by Tina Thomas, to approve the following nominations for the 2013-14 school year:

Julie Healey, Teacher, \$39,447
Manuel Lopes, Principal, \$83,000
Stephanie Klasner, Behavior Analyst, \$37,228
Amy Croteau, Teacher, \$37,228
Elaine Jubinville, 80% Teacher, \$35,472

Voted unanimously in the affirmative.

Update – Portables Options: Todd Ledoux talked with the Board about some suggested options for the portables at Lamprey River Elementary School. The options include: lease/purchase new

portables; construct new sprout space; construct covered walkway; and install security fence and egress door.

During discussion with the Board:

- The Sprout Space option is six new classrooms, replacing the current portables;
- Portables option and Sprout Spaces don't include running water and facilities. They could, but it's not part of the original plan or pricing;
- The cost to remove the current portables is \$19,000 (the front portables);
- The proposals are for the front portables. No proposals are suggested for the back portables;
- The distance students must walk to use the lavatory would be similar to now, but would be in an indoor corridor;
- The door in the option for the covered walkway would be a standard door, under the proposal;
- The kindergarten entrance was designed to be a main entrance;

Ms. Thomas asked, if the Board gave approval for the security fence, what would the timeframe be for that, and can it be re-used should the Board go in front of the voters for option 1 or 2 in March. Mr. Ledoux stated that the fence could be re-used. The timeframe would be close to the start of the school.

Mrs. Small stated that all the modular type buildings are built to be permanent if we would like, or moved, and that they are all quality controlled. Mr. Chouinard suggested the Mr. Ledoux view a local sprout building. Mr. Harmon stated he is in favor of the fence but would like to see a different door toward the main building entrance.

MOTION: Stephen Reardon moved, seconded by Tina Thomas, to pursue and implement the installation of the security fence as proposed, not to exceed \$15,000. Mr. Ledoux stated he thought the changes discussed to the door could be done for \$15,000, but he can't be sure. Mr. Harmon asked to know where the \$15,000 would be coming from. Mr. Reardon amended his motion to include that the \$15,000 would be coming from the Capital Improvement Plan. Ms. Thomas amended her second. Mr. Harmon noted that the CIP expenditure would require a public hearing. As such, the soonest that construction could start would be August 22. Voted unanimously in the affirmative.

Ms. Thomas stated she was interested in exploring the Sprout Spaces, including the possibility of using them for the back portables, and bringing it forward as a warrant article in 2014. Mr. Harmon stated he's not interested in pursuing replacing the portables with more portables. Mr. Reardon agreed. Mr. Reardon and Mr. Chouinard stated they would like to know more about Sprout Spaces. Administration will look at Sprout Space options for both the attached and detached portables, with information on each separately, as well.

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Ms. Thomas inquired if the Building Committee needed to be disbanded. Mr. Harmon stated that the Board's motion at a previous meeting negated the Committee's charge and it has since disbanded.

New/Revised Policies – First Reading: The Board read, in their entirety, new/revised policies JFAB, Admission of Nonresident Students and JLCJ, Concussions and Head Injuries, for the first of two readings.

During discussion, Mrs. Small stated she will inquire whether impact tests will be done for middle school student athletes every two years as is done for high school students.

Brent Norris approached the Board. He stated that his children both had to have baseline testing and with added cost to parents. He would ask that the results of the tests be given to parents so that parents can take those results to their own doctor. Mrs. Small will inquire as to whether Access Rehab would release that information.

New/Revised Policies – Second Reading: MOTION: Tina Thomas moved, seconded by Daniel Chouinard, to approve policy BDH, Student Member of the School Board, as presented for second reading. Voted unanimously in the affirmative.

MOTION: Tina Thomas moved, seconded by Stephen Reardon, to approve policy BDH-R, Duties of the Student School Board Member, as presented for second reading. Voted unanimously in the affirmative.

MOTION: Tina Thomas moved, seconded by Stephen Reardon, to approve policy BDHA, Duties of School Board Member Serving as Student Mentor, as presented for second reading. Voted unanimously in the affirmative.

MOTION: Tina Thomas moved, seconded by Stephen Reardon, to redact policy BDHA-R, Candidate for Student School Board Member. Voted unanimously in the affirmative.

NHSBA Policy Review Authorization: MOTION: Tina Thomas moved, seconded by Stephen Reardon, to authorize the Board Chair to sign the letter of agreement for NHSBA policy review, and that the district expend the professional fee of \$900 and any additional fees for services described plus expended reasonably incurred to not more than \$1,200 total cost. Voted unanimously in the affirmative.

Financial Update: Mr. Brickett stated that the auditors have confirmed that the total 2012-13 surplus (unreserved fund balance) amount is \$247,588.

Mr. Brickett discussed the Local Government Center (LGC) 2011 health and dental refund. A refund amount of \$149,048.72 has been received and the Board, and their next meeting, will have to determine what amount, if any, should be returned to employees. He stated that the 2010

LGC refunds are being challenged in the courts. He also noted that the District has received the LGC property and liability refund this week of \$10,149.71.

Mr. Brickett reviewed the general fund transfer to food service totaling \$11,216 as of June 30th. Looking ahead, he stated that next year, with the changes to how Free and Reduced breakfasts are recorded, he estimates an approximate \$1,500 loss of revenue per month. Mr. Harmon asked if the Board could be given the information if the LRES breakfast program lost money or not in June, based on the breakfast program only. It was agreed to have the Food Service Director at the second Board meeting in September to discuss her plans going forward.

Auditor's Management Letter: Mr. Brickett stated that the auditor's management letter is a standard letter stating who is responsible for what going forward. MOTION: Tina Thomas moved, seconded by Dan Chouinard, to approve one member of management and the School Board Chair to sign the Auditors Management Letter as presented. Voted unanimously in the affirmative.

Committee Reports: Mr. Harmon stated that the Policy Committee met in July and discussed, among others, the concussions policy brought forward tonight. More policies will be brought to the Board.

Superintendent's Report: Mrs. Small reported on the summer projects: the cabinets at the elementary school have been installed; the carpeting at the high school and middle school have been completed; the phones at the high school are being worked on and the system will be completed before school begins; tarring at the high school will begin shortly; lockers are back-ordered; they are currently working on the freezer at the elementary school; and the meat slicer has been ordered.

In mid-August, five teachers from each school will be trained on the new grading system. Those teachers will then later work with the rest of the staff so grade books will be set up for Standards-Based Grading before school begins.

This year the focus will be performance-based assessments that correspond to the Common Core. This process has already begun through the Understanding by Design units at all schools and through the I3 grant at the high school.

The fourth Camp Can Do for students who use Alternative Communications Devices to communicate was held with a sports theme this year. Mrs. Small commended Mary Ellen Pantazis and Lorraine Gayhart for setting up the camp, and thanked Strikers East for donating the use of bowling lanes as their culminating activity and This Week in Raymond for taking photographs.

Correspondence/Other – none

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Manifest Signing: A quorum of the Board signed the manifest. Accounts Payable totaled \$289,049.53. Payroll totaled \$245,820.87.

Approval of Minutes: MOTION: Tina Thomas moved, seconded by Stephen Reardon, to approve the public minutes of July 10, 2013 with the following amendments: in "Call to Order" correct Ellen Small's title; page 2, LRES Building Committee Expenditure, second paragraph, correct to "work needed for the *attached* portables." Voted unanimously in the affirmative.

MOTION: Tina Thomas moved, seconded by Daniel Chouinard, to approve the public minutes of July 15, 2013 as written. Voted unanimously in the affirmative, with Tina Thomas abstaining.

Non-Public Session: MOTION: Tina Thomas moved, seconded by Stephen Reardon, 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 John Harmon, Tina Thomas, Daniel Chouinard, and Stephen Reardon. The Board entered into non-public session at 9:44 PM and resumed public session at 10:07 PM. Other than the vote to terminate non-public session and seal the minutes because it was determined that divulgence of the information likely would affect adversely the reputation of any person other than a member of the public body itself (which was moved by Tina Thomas, seconded by Daniel Chouinard, and upon the Board members being individually polled, was voted in the affirmative by John Harmon, Tina Thomas, Daniel Chouinard, and Stephen Reardon), six motions were voted during this non-public session.

Adjournment: MOTION: Tina Thomas moved, seconded by Daniel Chouinard, to adjourn the meeting. Voted unanimously in the affirmative. Meeting adjourned at 10:08 PM.

Respectfully submitted,

Jennifer Gillespie,
Raymond School Board Clerk