

Raymond School Board Meeting  
May 18, 2016  
Raymond High School Media Center  
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Approved June 1, 2016

Call to Order: The meeting was called to order at 6:45 PM. Present: School Board Members Jaclyn Surrine, John Harmon, Andrea Peterson, Joe Saulnier, and Diane Naoum (7:00); Student Representative to the School Board James Coomey; Superintendent of Schools Ellen Small; Business Administrator Ron Brickett; Iber Holmes Gove Middle School Principal Bob Bickford; Raymond High School Principal Steve Woodward; Facilities Director Todd Ledoux, Food Service Director Judy DiNatale; Lamprey River Elementary School Principal Bryan Belanger.

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

Non-Public Session: John Harmon moved, seconded by Joe Saulnier, 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 charges against him or her, unless the employee affected (1) has a 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 the reputation of any person other than a member of the public body itself, unless such person requests and open meeting." Upon the Board members being individually polled, the motion was voted in the affirmative by John Harmon, Jaclyn Surrine, Andrea Peterson, and Joe Saulnier. 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 and to seal item C (which was moved by John Harmon, seconded by Joe Saulnier, and upon the Board members being individually polled, was voted in the affirmative by John Harmon, Jaclyn Surrine, Andrea Peterson, and Joe Saulnier, with Diane Naoum abstaining), one motion was voted during this non-public session.

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

Open Public Hearing: A public hearing was opened for consideration of the following: The expenditure of funds totaling up to \$125,000 from the Raymond School District Equipment, Facilities Maintenance, and Replacement Capital Reserve Fund under RSA 198:20-c for the Iber Holmes Gove Middle School IP CCTV System and for Lamprey River Elementary School Roof Seams Upgrade; the expenditure of funds up to \$13,000 from the Raymond School District Technology Capital Reserve Fund under RSA 198:20-c for a Raymond High School Aruba Wireless Access Management System; the expenditure of funds totaling up to \$10,000 from the Raymond School District Food Service Equipment Capital Reserve Fund under RSA 198:20-c for a Lamprey River Elementary School Steam Table and Food Warmer.

Public Input: There was no public input forthcoming.

Our Students/Our Schools: LRES students Kylie Potter, Aynalem Levesque, Hayden Spence, Timothy Garran, Jonathan Pastorczyk, Madison Ambrose, Robert Faust, Robert Mello, Frankie Dileo, Timothy Backus, and Ella Walsh discussed their recent visit to the State House. They discussed the Hall of Flags, the Visitor Center, the NH State House Anniversary, Franklin Pierce, and Alan B. Shepard.

Close Public Hearing: The public hearing was closed at 7:16 PM.

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Use of Narcan in Schools: RHS Nurse Joanne Morrison and IHGMS Monique Gauthier discussed some New Hampshire statistics regarding drug use. During discussion:

- The atomizer that holds the Narcan solution is good for 4-5 years; the solution that's mixed with that is about a year;
- It is the recommendation of the nurses that those who would have permission and training to administer would be the nurses, building administration, and possibly the athletic director; possibly coaches and athletic trainers;
- At the moment, Narcan can be obtained for free, but otherwise it is about \$22;
- It is the recommendation of the nurses to have two doses at each school;
- Narcan may require refrigeration, which would affect the ability of after school staff to administer;
- Mrs. Small stated that she would want policy in place before obtaining Narcan.

MOTION: John Harmon moved, seconded by Andrea Peterson, to approve allowing Narcan to be in the schools after the School Board a policy in place to handle that. Voted unanimously in the affirmative.

Motion to Amend Agenda: MOTION: John Harmon moved, seconded by Diane Naoum, to amend the agenda to include resignations/nominations after item G. Voted unanimously in the affirmative.

Location of Election/Voting: Mr. Harmon stated that as a Board, in the past, there has been discussion about holding elections at the high school. It has been centered on administration's belief that the safest place to hold elections is at the high school. He suggests stating that voting will only take place at the high school. He stated that students are exposed to safety-related issues at the middle school, whereas the high school can close off doors, and that the parking area between the SAU and the school could be cordoned off for voting only.

Mrs. Peterson stated that she thinks there will be a traffic jam for turning left out of the high school driveway and that there are not enough parking spaces between the SAU and the high school.

Mrs. Peterson referenced possibly having an in-service day on voting day. Mr. Harmon stated that that has been done for the presidential election, but other than that, the voting days are regular school days.

Mr. Woodward stated that student parking is contained in the back lot and is large enough for that need.

Mrs. Naoum stated that handicapped parking would be designated.

Mrs. Serrine stated she is concerned for the safety of the kids in the middle school. She wants to acknowledge that it's gotten better, but still, the middle school cannot be shut off from the general public during the day, which poses a safety issue.

Town Moderator Kathleen Hoelzel stated that there have been no incidents at the middle school during voting, and that there is always a police presence. She stated that the location of voting is the Selectmen's decision, that a selling point for the construction of the middle school was that it be used for

voting; and that she's concerned that the high school may not meet the ADA requirements for a voting location. She also stated that the middle school is easily accessible for the elderly voters in town, and that the hill to the high school is difficult for some people drive up.

School District Moderator Timothy Louis suggested a delayed opening on election days to ease the morning traffic at the middle school. He also suggested having a teacher in-service on election days, and stated that voting at the high school won't work until a second exit road is constructed.

Mr. Harmon stated that the second egress will be constructed this summer and that in-service days are mostly scheduled early in the year to allow time during the school year for the teachers to implement what they've learned. He questioned why Deliberative Session is held at the high school if it's difficult to access.

Mr. Harmon clarified that the School Board can say no to the use of a school district building for elections.

MOTION: Mr. Harmon moved to restrict elections to the high school pending ADA compliance at the high school for elections. Motion failed for lack of a second.

IHGMS Trimester Schedule Proposal: Mr. Bickford reviewed his proposal to schedule core classes according to a trimester schedule as the unified arts are currently scheduled. During discussion:

- Mr. Harmon stated that he prefers more communication than less and reports include verbiage that grades throughout the year don't include;
- Mr. Saulnier stated that he agrees with Mr. Harmon and that a third of the way through the year is too late for a report;
- Mrs. Serrine asked how will the concerns of too infrequent reporting be addressed, especially during the last trimester. Mr. Bickford stated that the interface of Parent Portal doesn't currently allow the projected final grade to be seen until the last third of the year. Grades are constantly being reviewed and interventions are put in place. Currently, parents of students who are in danger of failing are notified, as well. However, moving to a trimester schedule allows for the final grade to be seen throughout the year;
- Mrs. Serrine asked how this impacts summatives and formatives. Mr. Bickford stated that the teachers are going through the curriculum throughout the school year. They don't wait for the end of a quarter for a summative; there would be little effect;
- Mr. Coomey stated that from a student point of view it's advantageous to have three trimesters because it allows more time to bring a grade up;
- Mrs. Serrine asked how students will transition from trimesters to quarters at the high school, with not having the same amount of time for grades. Mr. Bickford stated that hasn't yet been considered;
- Mrs. Small stated that at the middle school level, perhaps students do need the shorter chunks of time before things are due;
- Mr. Bickford stated that largest advantages for trimesters would be unified reporting and for parents to see the entire year on their Parent Portal page;

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- Mr. Harmon asked what it would take for PowerSchool to list the full year grade;
- Mrs. Naoum stated that she prefers to be able to see the final grade throughout the year.

MOTION: Andrea Peterson moved, seconded by Diane Naoum, to approve the trimester proposal in 2016-2017. Motion failed with Andrea Peterson and Diane Naoum voting in the affirmative and Joe Saulnier, Jaclyn Serrine, and John Harmon voting in opposition.

Donation Acceptance: Mr. Ledoux and Mr. Bickford reviewed the potential construction of a Ga-Ga Pit at the IHGMS playground area. Mr. Bickford stated that the students who go to Nature's Classroom find the Ga-GA Pit to be a favorite activity. Mr. Ledoux reviewed the pricing which includes proper sitework and material for safety and longevity. MOTION: John Harmon moved, seconded by Joe Saulnier, to accept the donation of a Ga-Ga Pit from the Parent Core Group as described this evening. Voted unanimously in the affirmative.

Capital Reserve Fund Expenditures: Mr. Brickett reviewed the bids/quotes received and their recommendations for the following planned capital reserve projects: IHGMS cameras, LRES roof seams, RHS wireless access management system, and LRES steam table and food warmer.

Mr. Brickett stated that the camera bid came in higher than planned, so the recommendation is to pay for part of the project from the current year's general fund.

Mr. Harmon stated that he has concerns about taking the \$14,178 from the general fund to meet the bid amount. Mr. Brickett stated he hopes to take the funds from available funds in new equipment lines.

MOTION: John Harmon moved, seconded by Diane Naoum, to approve the project that was quoted with funding of \$73,339 from the Equipment, Facilities Maintenance, and Replacement Capital Reserve Fund and \$14,178 from the 2015-16 operating budget. Voted unanimously in the affirmative.

Mr. Brickett reviewed the roof seams project. MOTION: Mr. Harmon moved, seconded by Diane Naoum, to approve the LRES Roof Seams project in the amount of \$42,663 from the Equipment, Facilities Maintenance, and Replacement Capital Reserve Fund. Voted unanimously in the affirmative.

Mr. Brickett reviewed the wireless access management proposal of \$13,000 from the Technology Capital Reserve Fund. During discussion, Mr. Harmon inquired as to whether the money should be spent on updating the wireless access if the option exists to prohibit the use of devices outside of class. Mrs. Small stated that would be difficult to manage. MOTION: Diane Naoum moved, seconded by Joe Saulnier, to approve the RHS wireless management system of \$13,000 as proposed. Motion passed with Diane Naoum, Joe Saulnier, Andrea Peterson, and Jaclyn Serrine voting in the affirmative and John Harmon voting in opposition.

Food Service Director Judy DiNatale review the proposal for the LRES steam table and food warmer. MOTION: John Harmon moved, seconded by Andrea Peterson, to approve the expenditure of \$5,722 for

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the LRES steam table and food warmer from the LRES Food Service Equipment Capital Reserve Fund. Voted unanimously in the affirmative.

School Board Summer Meeting Schedule: The School Board scheduled the following meeting dates:

Thursday, June 30, 7:00 PM, Regular Board Meeting  
Wednesday, July 27, 6:30 PM, CIP Work Session  
Wednesday, August 17, 7:00 PM, Regular Board Meeting  
Wednesday, August 24, 7:00 PM, Non-Meeting  
Wednesday, August 31, 7:00 PM, Budget Work Session

Nominations/Resignations: MOTION: John Harmon moved, seconded by Andrea Peterson, to accept Alexandria Diamond's resignation effective June 30, 2016. Voted unanimously in the affirmative.

Monthly Financial Update: Mr. Brickett reviewed the financial update for months ending April 30, 2016. Items of largest variance include salaries, professional services for students, and student tuitions.

LRES Building Committee Membership: MOTION: John Harmon moved, seconded by Andrea Peterson, to appoint Dawn Leamer to the LRES Building Committee. Voted unanimously in the affirmative.

LRES Building Committee Charge: Mrs. Small presented the proposed charge for the LRES Building Committee. Mr. Harmon suggested changing item #6 for the first report to the Board be scheduled in October, 2016 rather than September. He also suggested that in the charge there should be language that Meridian has been asked to provide updated pricing for plans with and without the gym. MOTION: Mr. Harmon moved, seconded by Joe Saulnier, to approve the LRES Building Committee Charge as amended. Voted unanimously in the affirmative.

Committee Reports: Mr. Harmon stated that the RHS Assistant Principal Search Committee is interviewing five candidates this week.

Mrs. Serrine stated that the SST Governing Board met and heard from some students doing internships who described their experiences.

Mrs. Peterson stated that she and Mr. Saulnier attended a meeting of the committee regarding Carroll Lake Beach. She stated that the focus has shifted once again to the boat launch and making the beach accessible, and that they mainly want the gate open to access the beach.

Mrs. Peterson stated that she went to the Wellness Committee meeting during which they reviewed the draft of the revised wellness policy, as well as guidelines posted in each classroom. They also had discussion about have a presence at open house events, and the fact that Free and Reduced Meals applications are not available online.

Mr. Saulnier stated that the Budget Committee is looking to meet in the end of May or early June.

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Superintendent's Report: Mrs. Small stated that the elementary school held a walking challenge for staff, with a total of 726 miles walked.

Mrs. Small congratulated RHS junior James Coomey, who has been accepted to a summer internship program at The Boston Globe.

The high school held a blood drive and had a record number of donors: 32 donors for the high school blood drive.

The Raymond Roundtables currently has 20 students signed up for language arts and math at the middle school and 12 at the high school.

Correspondence/Other: None.

Manifest Signing: A quorum of the Board signed the manifest. Accounts Payable total \$186,371.73. Payroll total \$398,864.49.

Approval of Minutes: John Harmon moved, seconded by Joe Saulnier, to approve the minutes of May 4, 2016 with the following amendments: page 4, second paragraph, add that Mr. Saulnier had asked if preschool parents were included in the Parent Portal numbers being discussed; and page 4 at the bottom correct typo to "meet." Voted unanimously in the affirmative with Diane Naoum abstaining.

Adjournment: MOTION: John Harmon moved, seconded by Andrea Peterson, to adjourn the meeting. Voted unanimously in the affirmative. Meeting adjourned at 9:58 PM.

Respectfully submitted,

Jennifer Heywood,  
Raymond School Board Clerk

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Raymond School Board Non-Public Session  
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Not voted to be kept confidential.

DRAFT

Present: School Board Members Jaclyn Serrine, John Harmon, Andrea Peterson, and Joe Saulnier;  
Superintendent of Schools Ellen Small.

A. Mrs. Small reviewed a staff resignation with the Board. It was the consensus of the Board to act on the resignation during the public session of the meeting.

B. Mrs. Small notified the Board that she has not received any more letters of interest for the LRES Building Committee.

Respectfully submitted,

Jennifer Heywood,  
Raymond School Board Clerk

Raymond School Board Non-Public Session  
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Approved and voted to be unsealed June 1, 2016.

Present: School Board Members Jaclyn Serrine, John Harmon, Andrea Peterson, and Joe Saulnier;  
Superintendent of Schools Ellen Small.

C. Mrs. Small reviewed the wage pool salary recommendations for 2016-17. MOTION: John Harmon moved, seconded by Andrea Peterson, to approve the wage pool salary recommendations as amended. (Attached) Voted unanimously in the affirmative.

Respectfully submitted,

Jennifer Heywood  
Raymond School Board Clerk