

Call to Order: The meeting was called to order at 6:00 PM. Present: School Board Members Joseph Saulnier, Janice Arsenault, Michelle Couture, Beth Paris, and Melissa Sytek; Student Representative to the School Board Jaeda Bastien; Superintendent of Schools Tina McCoy; Business Administrator Marjorie Whitmore; Iber Holmes Gove Middle School Principal Bob Bickford; Technology Director Kevin Federico; Student Services Director Scott Riddell; Raymond High School Principal Steve Woodward; Lamprey River Elementary School Principal Laura Yacek; Safety and Facilities Director Todd Ledoux.

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

Non-Public Session: MOTION: Janice Arsenault moved, seconded by Michelle Couture, to enter into non-public session under RSA 91-A:3 II (b) "The hiring of any person as a public employee;" 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 Melissa Sytek, Beth Paris, Michelle Couture, Janice Arsenault, and Joseph Saulnier. The Board entered into non-public session at 6:01 PM and resumed public session at 6:06 PM.. Other than the vote to exit non-public session (which was moved by Janice Arsenault, seconded by Michelle Couture, and upon the Board members being individually polled, was voted in the affirmative by Michelle Couture, Janice Arsenault, Beth Paris, Melissa Sytek, and Joseph Saulnier), no motions were voted during this non-public session.

Public Input: There was no public input forthcoming.

Recognition: The School Board recognized the following students for achieving the RHS Principal's List - all A's in the first quarter of 2019-2020:

Lydia Cramer	Brianna Waldron	Kylee Comeau
Emilia Reynolds	Tyler Christopher	Amber Arpin
Jordan Ryan	Hannah Reardon	Aria Burke

Our Students/Our Schools: IHGMS Teacher Kristin Wallace and students Jacob Mensinger, Aidan Lord, and Abigail Gordon provided a brief overview of their book reports and related activities in class. The students used Powerpoints, art projects and dioramas. They reported on books about completing the Iditarod, "The One and Only Ivan," and "Wild Rescue." They also reviewed the new "Book Tasting" this year in the form of a Reading Cafe in the classroom.

Overnight Field Trip Request: RHS students Alexandria Hovatter, Seth Huntress, and Jacob Emery, and RHS Principal Steve Woodward presented their request for the overnight field trip to the JAG Leadership Conference. They'll be attending a luncheon and will compete in a project-based competitive event. They are also attending a social. MOTION: Janice Arsenault moved, seconded by Michelle Couture, to approve the overnight field trip for the JAG program to Washington D.C. Voted unanimously in the affirmative.

Fremont School District - High School Study Committee: Dr. McCoy explained that she received a letter from the Fremont School District regarding Raymond's interest in considering Fremont students to attend Raymond High School when Fremont's tuition agreement with Sanborn Regional High School ends. Dr. McCoy stated that one

of the questions Fremont asks is if the Raymond School Board would be willing to accept Fremont students at that time. It was unanimously agreed among all Board members that they believe it would be favorable to accept Fremont students. MOTION: Janice Arsenault moved, seconded by Michelle Couture, to send a message to the Fremont Superintendent that the Board would be in favor of having Fremont students attend Raymond High School. Voted unanimously in the affirmative.

2020-2021 School District Budget: Mrs. Whitmore reviewed the proposed budget of \$26,002,674. This is a 2.4% increase over the current budget. MOTION: Michelle Couture moved, seconded by Janice Arsenault, to accept the budget of \$26,002,674. Voted unanimously in the affirmative.

2020-2021 School District Default Budget: Mrs. Whitmore reviewed the default budget of \$25,674,781 and the adjustments she made to reach this total. This total is \$327,893 below the budget. MOTION: Michelle Couture moved, seconded by Janice Arsenault, to accept the default budget of \$25,674,781. Voted unanimously in the affirmative.

Warrant Article Recommendations and Approvals: Dr. McCoy noted that there is an additional warrant article for discussion that they've just received notice and wording for from the attorney today.

#### **Capital Reserve Fund Warrant Article**

MOTION: Janice Arsenault moved, seconded by Michelle Couture, to recommend the capital reserve fund warrant article: \$235,365 for the Facilities Capital Reserve Fund, \$75,000 for the Technology Capital Reserve Fund, and \$22,711 for the Food Service Capital Reserve Fund, for a total of \$333,076. Voted unanimously in the affirmative.

It was later noted that the backup for this meeting reflected the warrant article totals from the prior year. During discussion, it was the consensus of the School Board to keep the total of the Capital Reserve Fund warrant article at \$333,076, distributed as follows: \$55,000 for the Technology Capital Reserve Fund, \$12,125 for the Food Service Capital Reserve Fund, and \$265,951 to the Facilities Capital Reserve Fund.

#### **Energy Efficiency Warrant Article**

MOTION: Michelle Couture moved, seconded by Beth Paris, to accept the energy efficiency warrant article: Shall the School District vote to authorize the School Board to enter into an up to 16 year lease agreement for the installation of up to \$1,743,064 (one million seven hundred forty three thousand, sixty four dollars) of energy saving equipment including LED lighting with Spacewise control, HVAC controls upgrades, new gas boilers and oil tank removal and walk-in cooler controls at Raymond High School and Iber Holmes Gove Middle School and HVAC retro commission at Raymond High School and a building envelope at Iber Holmes Gove Middle School, with annual lease payments of approximately \$125,216, part of such lease payments to be funded from annual energy savings in the operational budget. The lease agreement contains an escape clause. (Majority vote required.) Voted unanimously in the affirmative.

### **Energy Efficiency Lease Repayment Fund**

There was some discussion about the possibility of an additional warrant article to establish a fund to potentially place surplus money for the purpose of paying down the energy efficiency renovations.

MOTION: Joseph Saulnier moved, seconded by Beth Paris, to start an energy efficiency lease repayment fund. Voted unanimously in the affirmative.

### **Undesignated Fund Balance**

MOTION: Janice Arsenault moved, seconded by Michelle Couture, to recommend the warrant article to add \$75,000 to the Equipment, Facilities Maintenance and Replacement Capital Reserve Fund from the year-end undesignated fund balance. Voted unanimously in the affirmative.

### **Acceptance of Funds from Town for Water Pipe**

Dr. McCoy stated that the Town would rather make an annual payment higher than \$22,000. Administration was advised to confirm with legal counsel that the amount of the annual payment can be changed since the original agreement was approved at annual payments of \$22,000.

MOTION: Michelle Couture moved, seconded by Beth Paris, for the acceptance of funds to be added to the Raymond School District Equipment, Facilities Maintenance and Replacement Capital Reserve Fund (established in 2006) with this sum to come from the income generated by the water easement conveyed to the town and no amount is to be raised from taxation. Voted unanimously in the affirmative.

### **New Capital Reserve Fund**

MOTION: Joseph Saulnier moved, seconded by Beth Paris, to start an energy efficiency lease repayment fund. Voted unanimously in the affirmative.

### **Acceptance of One Time Funds**

Dr. McCoy discussed another potential warrant article for the acceptance of one time funds. Legal counsel suggests a warrant article for this purpose, and to clarify that this sum is offset by a one time grant and no amount is to be raised by taxation.

During discussion, Mr. Saulnier suggested using surplus money this year to lower the amount for energy efficiency lease payments. Dr. McCoy and Mrs. Whitmore recommended keeping the energy efficiency warrant article the same and then using surplus money at the end of the year for part of the down payment if they choose to. Mrs. Couture and Mrs. Arsenault stated they would defer to the advice of the attorney as long as DRA approves. MOTION: Janice Arsenault moved, seconded by Joseph Saulnier, to recommend the warrant article that reads "Shall the School District vote to raise and appropriate \$320,669 (three hundred twenty thousand, six hundred sixty nine dollars) for the purpose of school facility infrastructure projects with the sum to be offset by a

one-time grant of 'fiscal disparity' funds in the amount of \$320,669 as part of the state's adequacy aid to the District, and further to appoint the School Board agents to expend this Article. No tax impact. This Article is a special warrant article." Voted unanimously in the affirmative.

RHS Principal's Report: Mr. Woodward reviewed the RHS Quarterly Report to the Board, including the following: report cards were issued on November 8th; National Honor Society inducted 14 new members; RHS football had a great season and made the playoffs for the first time; NEASC has highlighted areas of commendation and identifies areas of improvement. He added that they had 29 Saturday detentions and three letters went home regarding parking habits. Mrs. Arsenault asked for a breakdown of infractions that resulted in the disciplinary measures reported. Mr. Saulnier asked if administration could look into students gaining proper number of credits before they move into 12th grade and have to participate in credit recovery. Mr. Woodward stated that they are looking into that.

RHS Schedule 2020-2021: Mr. Woodward presented a revised schedule proposed for the 2020-2021 school year. A committee of teachers, parents, students, and administrators put together a schedule with the best elements of the current schedule. They removed the Monday schedule and are using a Green Day or a White Day schedule. RAM Time is a smaller amount of time and the schedule introduces a skinny block which meets every day and is a class that everyone, including SST students, can utilize.

During discussion:

- Mrs. Couture expressed concern that it would be possible a teacher may not have a prep time on one of the days. Mr. Woodward reviewed the process to confirm that wouldn't happen.
- Every day teachers would have 50 minutes of planning time, and more time due to longer class periods and assignments to committee work.
- Mr. Bickford stated that the CBA specifies different prep time for each school. At IHGMS, teachers are guaranteed 50 minutes of prep time and their schedule works around an additional 40 minutes of collaborative team time.
- Mrs. Yacek stated that at LRES classroom teachers have 45 minutes planning per day, and every 5 days they have a 40 minute PLC where they are meeting as a team.
- Dr. McCoy stated that the collaborative time is important. Mrs. Arsenault stated that she feels it's important also, but that 94 minutes a day to plan is excessive.
- Mr. Saulnier stated that he feels 10:30 AM is so early for lunch. Mr. Woodward stated that some teachers in some departments are willing to do a later lunch in the middle of their class. 45 minutes, lunch, and then 35 minutes are decent chunks of time. Dr. McCoy stated it's not her choice, but it is something to be considered. Mr. Woodward says he can look into possible other ideas.
- Mrs. Paris asked if the idea to have breakfast at that first lunch period has been considered. Dr. McCoy stated that they can't serve breakfast and lunch at the same time. Mrs. Couture stated she believes that nutritional points are different for lunch and breakfast. Dr. McCoy stated that it's not possible to serve breakfast during the first lunch period instead of lunch.
- Ms. Bastien stated that it's been difficult to have a different schedule every year. She also stated that retakes during short RAM time periods are difficult.
- Mrs. Sytek stated she would hate to take more time away from underperforming students who need longer RAM time.

- Mr. Saulnier asked if, with competency based grading, will they have as many students who will not have this level of English or math? Dr. McCoy stated that they're not at the point that students would be retained for not meeting a competency.
- Mrs. Arsenault asked when competencies will be used. Dr. McCoy stated that it's a process, and this year is the first time that the high school is reporting out on competencies along with a traditional grade. Next year, the competencies will trickle *up* to the traditional grade. Mrs. Arsenault stated that she feels that she's been misled regarding when competencies will be used.
- Ms. Bastien stated she doesn't understand how every teacher could be teaching during the second block and how there are enough students for all the classes. Mr. Woodward stated that it is a challenge but can be done.
- Mr. Woodward noted the expedited timeline for courses and stated that they are ready to go.
- Mr. Woodward confirmed that SST students don't get RAM time.

MOTION: Joseph Saulnier moved, seconded by Beth Paris, to accept the Raymond High School schedule for 2020-2021. Mrs. Couture stated that she will support this but feels that Ms. Bastien's point is important regarding inconsistency of the schedule. She stated that this schedule is trying to address some concerns, but if there are continued concerns, the answer isn't always changing the schedule. Motion passed with Joseph Saulnier, Michelle Couture, Melissa Sytek, and Beth Paris voting in the affirmative and Janice Arsenault voting in opposition.

Potential Moves within District: Dr. McCoy, along with the Building Principals, reviewed the potential moves for 4th grade, preschool, and various impacts of each.

During discussion:

- IHGMS Room 204 would be a resource room for 7th and 8th grade - 7th grade would be using it at one point in the day, 8th grade at another, not 7th and 8th grade together at one time.
- Renovation of the rooms at the high school to provide preschool in that building could cost in the ballpark of \$200,000. This includes a bathroom in each classroom, sinks in each, the playground, and some security measures for the access door.

Dr. McCoy stated that she feels the 4th grade would be better served at the middle school, and that the preschool students would be better served at the high school. If the removal of the portables is part of the initial plan, then she would say it all can be done at once. If the portables remain for a year, they could move the 4th grade, then preschool. If portables are going, it's her recommendation to do this all not for this upcoming fall but the fall after.

Mrs. Arsenault stated she agrees with both moves. Her biggest concern has been rushing into it. Her other concern is that spending \$36,000 to lease the portables for another year is tied into making these moves. Mrs. Paris stated she also agrees with the moves. She asked if SST would be upset if Raymond offered child education classes. Dr. McCoy stated that Raymond wouldn't duplicate SST's instruction. Dr. McCoy stated she'd want to do renovations during fiscal year 20-21.

Mr. Woodward stated the preschool would result in a net loss of one classroom, because two of those classrooms are labs which would become mobile labs. Even with Fremont students, space would be available for the preschool.

Mrs. Couture asked if it's possible to move the fourth grade for next year and move the preschool in the subsequent year. Dr. McCoy stated yes, as long as portables could stay for next year. Mrs. Arsenault asked if we followed that plan, where would the money come from to pay for the 4th grade move? Dr. McCoy stated that because these are one of our better years, and we'd be doing a lot of the work in-house, she doesn't foresee a problem. If we move the 4th grade, the special education teacher may be an issue, as LRES doesn't have a special education teacher for each grade level. The caseload is split among grade levels. It's not insurmountable, but it's a factor that would be more money than the cost for the move.

It was confirmed that the LRES Building Committee is going to continue their work for an elementary school building project. Dr. McCoy stated it would be difficult to pass a building project without fully utilizing the other buildings.

Mr. Saulnier expressed concern for the impact district-wide if the portables are removed.

Mr. Ledoux stated that if the Board wants it done, he can get it done over the summer.

New/Revised Policies - Second Reading: MOTION: Michelle Couture moved, seconded by Beth Paris, to redact policy JICDAA Employee-Student Relations. Voted unanimously in the affirmative. (Janice Arsenault was absent from the room.)

MOTION: Michelle Couture moved, seconded by Melissa Sytek, to accept policy JLCC Communicable Diseases/Pediculosis as presented. Voted unanimously in the affirmative. (Janice Arsenault was absent from the room.)

MOTION: Michelle Couture moved, seconded by Beth Paris, to accept policy JLF Reporting Child Abuse as presented. Voted unanimously in the affirmative. (Janice Arsenault was absent from the room.)

Nominations/Retirements: MOTION: Michelle Couture moved, seconded by Beth Paris, to accept the nomination of Stacey Wooster as Case Manager at LRES. Voted unanimously in the affirmative. (Janice Arsenault was absent from the room.)

MOTION: Michelle Couture moved, seconded by Melissa Sytek, to accept the retirement of Suzanne Ives effective June 30, 2020. Voted unanimously in the affirmative. (Janice Arsenault was absent from the room.)

Mr. Saulnier recommended that the school keep up the tradition of "Planet Ives."

MOTION: Michelle Couture moved, seconded by Beth Paris, to accept the retirement of Dorothy Yaris effective December 31, 2019. Voted unanimously in the affirmative. (Janice Arsenault was absent from the room.)

Monthly Financial Update: Mrs. Whitmore provided the School Board with a financial update for months ending October 31, 2019. She noted that a new line has been added for School Board approved purchases which she'll remove as they are encumbered.

Donation Acceptance: MOTION: Michelle Couture moved, seconded by Beth Paris, to accept the \$750 donation from the Exeter Area Charitable Foundation to LRES for the purpose of providing families in need with warm winter clothing and bedding. Voted unanimously in the affirmative.

Committee Reports: Janice Arsenault stated that she and Dr. McCoy attended the Seacoast School of Technology (SST) Governing Board meeting on Monday and they have set the tuition rate per student at \$3,146. It has changed because in the past there were additional costs for students with IEP's. Now, special education costs are assessed amongst all of the students who go to SST and not identified by student. However, there are now far fewer students attending SST this year than last, which has increased tuition significantly.

Joseph Saulnier stated that the Budget Committee met yesterday. They had some more questions for the School District regarding the adjusted amounts from last year; they were wondering if those adjustments were the result of transfers. Mrs. Whitmore stated that for the most part they were encumbrances carried over from the previous year. Mrs. Whitmore will be responding to the Budget Committee's questions. The next Budget Committee meeting is December 3rd when the School District will be proposing the 2020-2021 budget.

Student Representative's report: Ms. Bastien reported on the National Honor Society, which went very well.

Superintendent's Report: Dr. McCoy stated there are a number of fundraisers throughout the District, including the PTO Penny Wars, *Girls on the Run* bake sale to benefit victims of California wildfires, Bowling for Books, and Santa's Secret Store. This Friday another visiting author will be at LRES talking about their writing. Happening at IHGMS is *No Shave November* to raise awareness for cancer, a National Junior Honor Society collection of non-perishable items and toiletries, and a hat day fundraiser. At RHS, parent teacher conferences are this week, as well as the drama production *Hounds of the Baskervilles*, winter sports are starting up with bowling, cheer, and basketball. Dr. McCoy also discussed the Hannaford donation to NH Hunger Solutions. The first trimester is coming to a close next week. Project Aware grant funded administrator position is now posted; they are looking for a fully grant-funded administrator to head up that initiative over the next few years.

Correspondence/Other: Mr. Saulnier reported that the *Girls on the Run* event on Saturday went very well.

Manifest Signing: A quorum of the Board signed the manifest. Accounts Payable total \$930,708.65. Payroll total \$462,815.97.

Approval of Minutes: MOTION: Michelle Couture moved, seconded by Janice Arsenault, to approve the minutes of October 21, 2019. Voted unanimously in the affirmative.

MOTION: Michelle Couture moved, seconded by Beth Paris, to approve the minutes of October 23, 2019. Voted unanimously in the affirmative.

MOTION: Michelle Couture moved, seconded by Melissa Sytek, to approve the minutes of October 30, 2019. Voted unanimously in the affirmative with Beth Paris abstaining.

MOTION: Michelle Couture moved, seconded by Beth Paris, to approve and unseal the non-public minutes of September 18, 2019. Voted unanimously in the affirmative.

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MOTION: Michelle Couture moved, seconded by Janice Arsenault, to correct the approved public minutes of September 18, 2019 to reflect the fact that the non-public minutes were sealed as part of the motion to exit non-public session. Voted unanimously in the affirmative.

Adjournment: MOTION: Michelle Couture moved, seconded by Janice Arsenault, to adjourn the meeting. Voted unanimously in the affirmative. Meeting adjourned at 9:20 PM.

Respectfully submitted,

Jennifer Heywood,  
Administrative Assistant

Raymond School Board Non-Public Session  
November 20, 2019

*Not voted to be kept confidential.*

Present: School Board Members Joseph Saulnier, Janice Arsenault, Michelle Couture, Beth Paris, and Melissa Sytek; Superintendent of Schools Tina McCoy.

Dr. McCoy reviewed this evening's nominations and retirements.

The School Board briefly discussed a student issue.

Respectfully submitted,

Jennifer Heywood,  
Administrative Assistant