

Raymond School Board Meeting
Wednesday, October 5, 2022
Raymond High School Media Center
Minutes Page 1
Approved November 16, 2022

Call to Order: The meeting was called order at 6:00 PM. Present: School Board Members John Harmon, Joseph Saulnier, Dawn Leamer, and Tony Clements; Superintendent of Schools Terry Leatherman; Raymond High School Principal Sharon Wilson; School Nutrition Services Director Tasha Ball.

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

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

Non-Public Session: MOTION: Joseph Saulnier moved, seconded by Dawn Leamer, 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 Dawn Leamer, Joseph Saulnier, John Harmon, and Tony Clements. The Board entered into non-public session at 6:01 PM and resumed public session at 6:19 PM. Other than the vote to exit this non-public session and seal items C and D, (which was moved by Joseph Saulnier, seconded by Dawn Leamer, and upon the Board members being individually polled, was voted in the affirmative by Dawn Leamer, Joseph Saulnier, John Harmon, and Tony Clements), one motion was voted during this non-public session.

Public Input: Public Input was opened at 6:19 PM. Mr. Harmon noted that public input would be open for 30 minutes. If anyone arrives within that timeframe and would like to speak, they will be allowed to do so. There was no public input forthcoming at this time.

Introduction: Mr. Leatherman introduced the Deans of Student Support Services Jaimie Dupuis (LRES), Barbara Kelly (IHGMS), and Paula Oliviera (RHS). Each provided a little bit of background and the School Board welcomed Ms. Oliviera and Ms. Dupuis, as they are new to the District this year.

Our Students/Our Schools: Extended Learning Opportunities (ELO) Coordinator Holly Londo and students Kaylee McGlynn and Ava Lind discussed the ELO program with the School Board. They discussed the experience of ELO's and learning outside the classroom, and applying what they've learned in school to real world experiences. The students each discussed how their ELO programs are supported and how they encourage other students to explore ELO's.

Student Representative to the School Board Report: The Student Representative to the School Board was not in attendance this evening.

NHIAA Recognition: Raymond High School Principal Sharon Wilson and Former Athletic Director Davinney Brazeau presented the NHIAA Award of Excellence that RHS received for sportsmanship, which includes recognition for zero disqualifications from all players and coaches across the Board during the 2021-22 school year. Feedback from other schools is considered as part of the consideration for this award. The Board congratulated the players and the coaches.

Nutrition Services Update: School Nutrition Services Director Tasha Ball provided an update to the School Board on the status of food service throughout the District, including: supply chain issues such as reduction of product choices and cost increases; meal participation summary; factors influencing decreased revenue such as uncertain

participation, supply chain disruptions, accrued balances, and cost increases on food and paper items; actions to combat revenue decreases such as exploring other revenue streams; and next steps. During discussion:

- Mr. Harmon stated that there is currently \$3,300 in debt and asked how many individuals are \$30 or more in debt. Ms. Ball responded 25 at LRES, 9 at IHGMS, and 8 at RHS. She stated those lists were provided to the principals. Mr. Harmon asked if we are following policy in regards to the Food Service Director reaching out to parents with a balance of \$15 and then escalating from there. Ms. Ball stated that families have been notified but at the \$15 mark a phone call was not made due to a technology glitch. Mr. Harmon asked if the total \$3,300 was all from this school year and Ms. Ball confirmed that is correct. Mr. Harmon asked that the Board be notified in the Friday Memo as to how many of the parents owing \$30 or more the principals reached out to and the general feedback.
- Mr. Saulnier stated that there was discussion at the NH School Boards Association Delegate Assembly about the fact that there is no alternative meal option as there was a few years ago and that students and parents may feel discomfort applying for Free and Reduced meals. Ms. Ball discussed the confidentiality of the process, including the fully online process.
- Ms. Leamer stated that a few years ago if a student had a balance they weren't permitted to have breakfast and asked if that was still the case. Ms. Ball stated that it shouldn't be because that's not the policy and the direction she's given to her team is to provide food to any student who needs a meal.

Nutrition Services Plan: Ms. Ball presented a strategic plan for Nutrition Services, including goals, a department vision, and core values, developed as part of a leadership course she is participating in. Mr. Harmon suggested adding "flavorful" to the mission and vision statements. MOTION: Joseph Saulnier moved, seconded by Dawn Leamer, to approve the Nutrition Services plan as amended. Voted unanimously in the affirmative.

Ms. Leamer asked if a link to the application to apply for Free and Reduced meals could be posted on the school Facebook pages.

School Meal Prices: Ms. Ball stated that as part of their analysis for meal prices they compared Raymond's prices with three similar districts. As a result, she is recommending that LRES breakfast be increased from \$1.75 to \$1.90, and a \$.25 increase to all lunches. Adult meal prices standard throughout New Hampshire ranged from \$3.00 to \$5.00, so her recommendation is to raise adult meals \$1.00 for both breakfast (increase from \$2.25 to \$3.25) and lunch (increase \$3.15 to \$4.15).

Mr. Saulnier suggested that teachers be provided their lunch as quickly as possible due to the short amount of time allowed to them. Mr. Harmon stated that he would want to be sure that students have enough time to eat, as well.

Mr. Saulnier asked if a la carte sales include vending machines. Ms. Ball stated she would need to research to see where that revenue falls in their software and will provide that to the Board for their Friday Memo.

Mr. Harmon asked if we know if we need to increase prices, since we don't have any data from the last two years to know if prices should be increased. He asked about the Paid Lunch Equity (PLE) tool. Ms. Ball stated that they applied for a waiver so they wouldn't need to complete the PLE tool. Mr. Harmon asked how do we know, then, if prices should be increased and by how much, and that he's not comfortable raising prices if we don't know if there will be a positive variance. Ms. Leamer stated that she feels that prices should be increased since costs

are increased. Mr. Saulnier stated it looks like we were short two years ago and that it looks to be short this year as well, and that he doesn't want to have a large increase in the amount needed at the end of the year to cover food service. Mr. Clements asked if the participation numbers include the free and reduced students, to which Ms. Ball replied they do. Mr. Harmon recommended using the data that we have regarding meal purchases to based meal prices on. Ms. Ball stated that her concern would be that it is not a consistent number, as they are still collecting applications. Mr. Harmon suggested waiting until the second meeting in October to see the results of calculations of any numbers we have at that time. Ms. Leamer stated that the recommendations are similar to comparable districts. Mr. Saulnier noted that the collective bargaining agreement has also increased salaries for food service staff. Ms. Ball stated that the PLE tool, which is typically done in the spring, could be done earlier to include data from this year to adjust for that.

MOTION: Joseph Saulnier moved, seconded by Dawn Leamer, to accept the price increases for Raymond School District as presented, for both student and adult meals, effective October 17th. Mr. Harmon stated he's not comfortable voting for the price increase without data. Motion passed with Tony Clements, Dawn Leamer, and Joseph Saulnier voting in the affirmative and John Harmon voting in opposition.

Technology Committee Membership: It was noted that no Board action was necessary for this agenda item, as there were no letters of interest received from parents.

Copier Bid Award: Mr. Leatherman reviewed the bids received for the Request for Proposals for copiers throughout the District. Administration recommends awarding the bid to Budget Document Technology. Mr. Harmon noted that the referenced approximate 2.7 million pieces of paper throughout the District seems like a lot and asked that Mr. Leatherman look into that. MOTION: Joseph Saulnier moved, seconded by Dawn Leamer, to approve Budget Document Technologies for 60 months at \$23,828.40 a year. Mr. Harmon noted that also included are costs not broken down. Voted unanimously in the affirmative.

Nominations/Resignations: MOTION: Joseph Saulnier moved, seconded by Dawn Leamer, to accept Jessica Caron's resignation. Voted unanimously in the affirmative.

MOTION: Joseph Saulnier moved, seconded by Dawn Leamer, to accept Sarah Arsenault's resignation pending liquidated damages. Voted unanimously in the affirmative.

MOTION: Joseph Saulnier moved, seconded by Dawn Leamer, to accept Jodi Gutterman as Executive Director of Student Support Services. Voted unanimously in the affirmative. .

New/Revised Policies - First Reading: The School Board reviewed the following revised policies for the first of two readings: EFAA School Lunch Program Meal Charges, and FF Naming New Facilities. There were no revisions suggested at this time.

New/Revised Policies - Second Reading: MOTION: Dawn Leamer moved, seconded by Joseph Saulnier, to approved policy BDH Student Member of the School Board. Mr. Clements suggested the possibility of an alternate student member. During discussion, it was determined that since there are no alternates for Board Members, there would not be an alternate for the Student Representative Member. Voted unanimously in the affirmative.

Mr. Harmon stated that after meeting with RHS Guidance Counselor Tricia Wentworth and the Student Representative to the School Board Alyison Miller, he recommends reinstating the phrase “ideas and concerns” in revised policy BDH-R. MOTION: Joseph Saulnier moved, seconded by Tony Clements, to accept policy BDH-R Duties of the School Board Member as amended. Voted unanimously in the affirmative.

MOTION: Dawn Leamer moved, seconded by Tony Clements, to accept policy BHE School Board Use of Email. Voted unanimously in the affirmative.

MOTION: Joseph Saulnier moved, seconded by Tony Clements, to accept policy DH Bonded Employees. Voted unanimously in the affirmative.

MOTION: Dawn Leamer moved, seconded by Tony Clements, to accept policy EEA Student Transportation Services. Voted unanimously in the affirmative.

RHS Traffic Flow: Ms. Leamer stated that she asked for a review of the traffic flow at Raymond High School because she’s learned that during dropoff and pickup, the buses’ door side is facing the parking lot as opposed to previous years when the door side was facing the sidewalk. Mr. Ledoux reviewed a presentation on the traffic flow at Raymond High School. The current practice is for large buses to stop at the front of the high school and for smaller buses and parent dropoff to take place by the gymnasium doors. When large buses are parked in front of the school, the last bus parks at an angle to prevent cars from passing.

Ms. Leamer discussed her time driving a school bus and the need to write up parents and students for safety issues, and stated that she feels that the District is lucky that a student hasn’t been injured during bus loading and unloading.

Mr. Saulnier asked if a sign could be posted where parents unload, designating where they should stop, as some cars stop too soon which limits the number of cars that can drop off at the same time.

Mr. Harmon asked about the recent history of parents’ adherence to not driving around the bus at an angle. Mr. Ledoux stated that no incidents have been reported. Ms. Wilson stated that she doesn’t see anybody approaching at all when the road is blocked by the angled bus.

Mr. Harmon stated that up until this year the Durham buses had dropped off out front but this year they’re dropping off at the gym doors. He stated this creates a problem because the Durham bus often pulls in front of parents already in line and then the dropoff can cause delays. Mr. Ledoux stated that the smaller buses have the door on the correct side without the larger bus to block traffic. Mr. Harmon asked, if the gym doors are indeed the safest place for them to drop off, that administration contact Durham School Services to remind them to wait in line.

Mr. Ledoux confirmed that the current plan is what he considers to be the safest plan for the traffic flow at the high school. He said he understands the frustration with having the doors on the parking lot side, but the most difficult piece to manage is student drivers and the bus at an angle blocks them from approaching.

Ms. Leamer asked if there’s a way for students to leave by driving in front of the SAU instead of in front of the high school. Mr. Ledoux stated no, the purpose is to have them drive around. Mr. Ledoux stated that there is an issue

of cars speeding past the SAU where there are parents and Durham buses, as well as a stop sign that isn't always adhered to.

Mr. Saulnier asked if there is a reason that Durham buses can't go in front of the building. Mr. Ledoux stated that they often come in by themselves and without a larger bus to angle and block traffic with the door on the parking lot side, it's safer for them to drop off at the gym doors.

Mr. Harmon noted that when Durham buses come through in the morning they should stop at the gym doors. Where they're dropping off now, cars can get by them. Mr. Ledoux stated that all vehicles should be in the traffic loop by the gym doors.

Mr. Saulnier asked if the cafeteria doors could be used for Durham bus dropoff since there's an area for the buses to pull in. Ms. Leamer stated that even if the bus is pulled off the road and stopped perpendicular to the road, traffic is still required to stop. Mr. Ledoux stated that he wouldn't want to open up more accessible points to the school and there's no card access on that door.

Committee Reports: Mr. Saulnier stated that he attended the NH School Boards Association (NHSBA) Delegate Assembly this past Saturday. All but one proposed resolution passed. They discussed school lunches and federal law for firearms. He noted that the resolution proposed by the Raymond School Board passed. He confirmed with the NHSBA attorney that the intention of Raymond's revised proposed resolution was indeed for committees and subcommittees, not full School Boards.

Mr. Clements stated that the Budget Committee held two joint meetings with the Board of Selectmen. They reviewed the Town budget, and noted it would be difficult for there to not be an increase on the Town side.

Superintendent's Report: Mr. Leatherman stated he has been going over the budget with Ms. Whitmore and department heads. He thanked Barbara Kelly for helping with out-of-district students. He's been looking at preliminary data for i-Ready.

Mr. Saulnier noted that Mr. Leatherman had attended the Seacoast School of Technology meeting regarding school calendars and keeping within less than 10 days difference of all sending schools. Mr. Harmon stated he is concerned that they've asked the Superintendents to address this calendar need when the calendars require School Board approval. Mr. Leatherman stated that we would likely need to match the Deerfield Fair Day and two election days. The need for the calendars to work together doesn't take effect until after Labor Day, so we can keep professional development days at the start of the year.

Correspondence/Other: Mr. Harmon asked about looking into a system so that one telephone landline could be in place at the schools when the internet and phones are down. Mr. Ledoux stated that there is one hard copper line at each school to call out for emergencies, but that's not a number to give out publicly. There is an option to get an additional phone line in, and cell phones are an option as well, though service at the elementary school is weak. Mr. Ledoux said he can investigate possible solutions so parents can call the schools when the internet and phones are down.

Mr. Clements noted that the LRES Open House is taking place the following evening.

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Mr. Harmon asked the public to complete the Strategic Planning surveys, as only 16 have been completed so far. Mr. Saulnier noted that he believes there may be a problem with the link.

Manifest Signing: A quorum of the Board signed the manifest. Accounts Payable total \$721,668.84. Payroll total \$482,213.67

Approval of Minutes: MOTION: Joseph Saulnier moved, seconded by Dawn Leamer, to approve the minutes of September 7, 2022 with the following amendments: second page, second paragraph from bottom, it was Joseph Saulnier that asked the Board to received enrollment numbers, not John Harmon; also, typo on page 6 under Correspondence. Voted unanimously in the affirmative.

MOTION: Joseph Saulnier moved, seconded by Dawn Leamer, to approve the minutes of September 21, 2022 with the following amendments: page 3, second motion form the top, should be John Harmon and Cindy Bennett voting in opposition. Voted unanimously in the affirmative.

Non-Public Session: MOTION: Joseph Saulnier moved, seconded by Dawn Leamer, to enter into non-public session under RSA 91-A:3 II (i) " Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life." Upon the Board members being individually polled, the motion was voted in the affirmative by Dawn Leamer, Joseph Saulnier, John Harmon, and Tony Clements. The Board entered into non-public session at 8:44 PM and resumed public session at 9:05 PM. Other than the vote to exit this non-public session (which was moved by Joseph Saulnier, seconded by Dawn Leamer, and upon the Board members being individually polled, was voted in the affirmative by Dawn Leamer, Joseph Saulnier, John Harmon, and Tony Clements), one motion was voted during this non-public session.

Adjournment: MOTION: Joseph Saulnier moved, seconded by Dawn Leamer, to adjourn the meeting. Voted unanimously in the affirmative. Meeting adjourned at 9:06 PM.

Respectfully submitted,

Jennifer Heywood,
Raymond School Board Clerk

Raymond School Board Non-Public Session
October 5, 2022

Not voted to be kept confidential.

Item A

Present: School Board Members Dawn Leamer, Tony Clements, John Harmon, and Joseph Saulnier;
Superintendent of Schools Terry Leatherman.

Mr. Leatherman reviewed this evening's resignations with the School Board.

Item B

Present: School Board Members Dawn Leamer, Tony Clements, John Harmon, and Joseph Saulnier;
Superintendent of Schools Terry Leatherman.

Mr. Leatherman reviewed this evening's nomination with the School Board.

Item E

Present: School Board Members Dawn Leamer, Tony Clements, John Harmon, and Joseph Saulnier;
Superintendent of Schools Terry Leatherman; Safety & Facilities Director Todd Ledoux.

Mr. Ledoux reviewed the proposed revisions to the Emergency Operations Plan. Mr. Harmon suggested that the Incident Command graphic be consistent among all schools.

MOTION: Joseph Saulnier moved, seconded by Dawn Leamer, to accept the 2022-23 Emergency Operations Plans. Upon the Board members being individually polled, the motion was voted in the affirmative by Dawn Leamer, Joseph Saulnier, John Harmon, and Tony Clements.

Respectfully submitted,

Jennifer Heywood,
Raymond School Board Clerk