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NEWFOUND AREA SCHOOL DISTRICT

Minutes

November 10, 2014

Newfound Regional High School, 150 Newfound Road, Bristol, NH 03222

- I. Call to Order at 6:02 p.m.
- II. Pledge of Allegiance
- III. Record Roll:
 - Sue Cheney, Alexandria - Present
 - Vincent Paul Migliore, Bridgewater - Present
 - Benjamin LaRoche, Bristol - Present
 - Ruby Hill, Danbury - Present
 - Jeffrey Levesque, Groton – Arrived 6:35
 - Don Franklin, Hebron - Present
 - Christine Davol, New Hampton - Present
- IV. Non-Public Session (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.
- V. Approval or Modification of Agenda

Agenda modified to table the following items:

 - VI. Approval of Minutes from October 14, 2014
 - VII. b. Discussion of moving 7th and 8th grade from NMMS to NRHS
 - IX. d. Review of Warrant Article for 2015-2016 Warrant
 - g. Confirmation of Budget Committee Vote to remove BC Stipend
 - h. Request from Facilities Committee to obtain a third party 20 year demographic study of the district.
 - n. All Policy items

Motion made by Vincent Paul Migliore, Seconded by Ruby Hill
Vote 6-0-1-0 Motion Passed
- VI. Approval of Minutes from October 14, 2014

Tabled
- VII. Public Comment

Mike O’Neil, New Hampton: Spoke in regard to item IX.9f; Review of the Letter from the Hills School Board and next step. As a representative of Hill he said he

hoped the board would look at all options to negotiate a fair number to try to get the students into our school. It would generate seven or eight hundred thousand dollars of revenue. He said he knows it is difficult to put our finger on the total cost of these students, but we really need to take a look at all options to try to get this revenue because it is not going to happen again. He represents SAU 18 and asks that we schedule a meeting as quickly as possible because time is of the essence to try to put this together so we can put it on a warrant. Terrence Murphy, Bridgewater; handed out statistical data for the Board which the board considered correspondence.

VIII. Old Business

a. Discussion of Full Day Kindergarten:

Stacy Buckley looked at cost estimate for a full day kindergarten program at each school. She took into consideration; additional staffing, space needs curriculum needs, special education, furniture, also additional luncheon needs at each school, with costs estimates on the high end. Estimated cost for Bridgewater Hebron Village School, including an additional teaching staff would be \$146,000.00. At New Hampton, including an additional teaching staff, space needs would be an issue for an estimated cost of \$187,000.00. Bristol cost would be approximately \$160,966.

Danbury, we are looking at combo classes. We could cover it with no additional funding. We need more input from the teachers before we can make recommendations. For adequacy aid, we will still only get half day adequacy. The rough estimate for the total program would be \$502,172.00. A range for the program was given from \$300,000.00 to \$500,000.00. Stacy Buckley said she was also asked to look at a half day program. It was difficult to come up with a full day schedule that would meet the full day standard. It was hard to make a recommendation. Vincent Paul Migliore said our obligation is to provide the best possible education we can. Sue Cheney had three concerns; if we don't have a half day kindergarten, will those students have to look to private day care? Do we now have to cut that additional money from the budget? Her final question is, if we are looking to place the Sixth Graders back in the elementary schools, won't this contribute to the space needs problem at those schools? Vincent Paul Migliore said he thinks a full day kindergarten program will attract students to the district and is in favor of it. He said this could be done as a warrant article from the floor.

b. Discussion of moving 7th and 8th grade from NMMS to NRHS: Tabled

c. Discussion and Adoption of 2015-2016 Budget: - Stacy Buckley announced we did get the amount that we will receive for reimbursement from Health Trust on the health insurance piece. As a result, the number we need to get to; to stay within the tax cap is a little lower \$595,886. Stacy Buckley reported with health insurance rate adjustments and an addition of a retirement stipend the bottom line amount of the budget stands at \$20,784,887.00. Sue Cheney asked if it were possible to present the budget, as proposed, without making any cuts. Stacy

Buckley replied we could not. The budget needs to be within the tax cap. Stacy Buckley noted we have to present a budget that is within the tax cap. Vincent Paul Migliore asked if we could reconsider the fund balance amount of \$407,000.00. Mike replied we could not at this time and that the amount we retain cannot be applied to the next year budget. Jeffrey Levesque suggested the Board sit down in corporation with the Budget Committee. Ruby Hill said we should have our discussion first.

Ruby Hill asked for suggestions on items to be cut from the budget. The demographic study, which was a space-needs study done in 2003 as a warrant article was the first topic discussed, with an amount of \$5,000 Ruby Hill explained. Vincent Paul Migliore said we need to include items to improve student outcomes, his suggestion for cuts to the budget were to the following items:

Telephone system - \$191,000.00 - Furniture - \$25,000.00
 Administrative raises - \$21,877.00 - Demographic Study - 5,000.00

Don Franklin asked how can you cut the Demographic Study and still ask Stacy Buckley to come up with a plan for the kindergarten program.

Ruby Hill wanted to review listing from the budget binder for potential cuts.

Family/Consumer Science position is a possible increase to full time.

ELO – Senior Project position to full time, - Stacy Buckley noted she is currently part time ELO and part time working with Earl Mills on Senior Projects, a graduation requirement. The cost would approximately be \$30,500 to change to full time as a Program Specialist position. Discussion was held on the value of senior projects.

Ruby Hill questioned the increase to substitute pay. Stacy Buckley explained this increase is due for coverage for the cycle of curriculum work that is being done for staff which has been neglected for too many years. The \$16,000.00 projector at the high school was an additional item cut. Additional chrome carts for tech assessment which will provide more access. New Hampshire Retirement rates were based on rates for teachers were budgeted at 17%; the actual rate is 15.67% - Non-teaching staff was budgeted at 12.5%; the actual rate is 11.17%. These rates will factor in a reduction to the budget of 129,500. The AP (Advanced Placement) exams were decided to stay in the budget – cost \$7,500.00. Text books at the high school were reduced by \$20,000.00. The health insurance plan for Program Specialists was reduced to MTB15, at a savings of \$65,000.00. Additional cuts from the budget were; \$25,000.00 for painting for the buildings; \$10,960 gym floors at the high school and middle school; \$93,000.00 new roof for the middle school. Stacy Buckley said \$10,000.00 for training could be removed from the budget and she could use grant funding for the training. Other items of discussion were; new furniture, replacement of communications of which part of this amount includes the tech plan and the phone system which is spread throughout the budget. Senior projects was discussed was proposed as being cutting the position and eliminate the program. Stacy Buckley stated that the

boards, before making this decision, get feedback from the high school teachers, students, administration and parents to see if they see some value in it. She said she feels the board would not be doing their due diligence to make this educational decision in one night.

A review of the cost and items to be cut from the budget to include:

Text books - \$20,000.00; Health insurance for program specialist's reduction - \$65,894.00; Training - \$10,000.00; Gym floors - \$10,960.00; Telephone System - \$191,000.00; new furniture at the high school - \$25,548.00; NH Retirement changes - \$129,500.00; High school auditorium AV projector - \$16,000.00 Administrator raises - \$21,877.00; Middle school roof repairs - \$93,000.00; Painting - \$10,000.00; for a total amount of cuts totaling \$603,707.00 cut from the budget with an amount of \$42,626.00 remaining to be cut. Further discussion on where to make the additional cuts included: Don Franklin questioned if they could cut a percentage from the supplies line at each school to get to the total amount desired to be cut. Stacy Buckley suggested \$30,000 from the chrome book carts, \$12,000.00 from the technology. Christine Davol said she would rather not look at cutting technology. Stacy Buckley clarified and stated the cut she recommended is not part of the tech plan. Given a choice between the preschool program and tech, she would recommend making this choice. We still have what is in the tech plan with an additional \$80,000.00. We could make the \$42,626.00 savings from tech Stacy Buckley concluded. Benjamin LaRoche inquired about the \$60,000.00 we have. He said we have cut \$305,000.00 from the budget which he feels we do not have to cut. He asked where we are going to find the \$595,000.00 to fund the kindergarten program. Stacy Buckley replied the \$60,000.00 is unreserved fund balance; it is not additional funds raised. She said the only way to exceed the tax cap is for some at the deliberative session someone can vote to do that.

Ruby Hill spoke on supporting the budget for full day kindergarten program for the FY 2015 – 2016 budget. She asked on suggestions on how to add it into the budget. Jeffrey Levesque spoke in support of the full day kindergarten program. Stacy Buckley said she is in support of the kindergarten program. She questioned how can the board make the budget cut to achieve this? The discussion continues on the full day kindergarten continued. Benjamin LaRoche said he said there are some decisions that are going to have to be made if we are going to move forward with a full day kindergarten; which means we are going to have to make more cuts. Ruby Hill replied, otherwise, as Don Franklin proposed, someone from the public vote one it. Stacy Buckley added, this budget is very tight. She wants to make sure; the expectations are not to return another million dollars. She said she is very conservative in what they are budgeting.

Motion was made to fund a full day kindergarten district wide for \$250,000.00 made by Jeffrey Levesque, Seconded by Vincent Paul Migliore. Discussion: Christine Davol asked how the administrators feel about this program. Stacy

Buckley said they do support this program, however, she did not ask them at this price. Staffing was discussed at individual schools.

Roll call vote was taken:

Sue Cheney, Alexandria: No

Vincent Paul Migliore, Bridgewater - Yes

Benjamin LaRoche, Bristol - No

Jeffrey Levesque, Groton - Yes

Donald Franklin, Hebron - No

Christine Davol, New Hampton – Abstained

Ruby Hill, Danbury - Yes

Vote: 3-3-0-1 Motion Failed (Minority vote: New Hampton – Abstained)

Vincent Paul Migliore moved to **reconsider** the vote; Seconded by Christine Davol. Vincent Paul Migliore said we are elected to serve the public, they want us to make a decision on their behalf, he said that is why he chose to reconsider the vote with the intent that everyone vote. Christine Davol said she would like more discussion on how we are going to achieve this program. Christine Davol said she does not want this program to affect something else. Sue Cheney said we are talking about an amount an estimated number that we forced Stacy Buckley to come up with;

It is a mistake. Jeffrey Levesque said we have to find the money; if we don't do it now it is going to get pushed down the road. Stacy Buckley said if we don't do it this year, it does not mean it goes away. We need to make plans for it and make a budget for it with it in mind. Stacy Buckley questioned the board, with due respect, how is it that we have gone from one meeting where this has not been discussed to where we now we cannot live without it.

Ruby Hill reviewed other suggested items that Stacy Buckley had recommended as potential items to be cut

The kindergarten issue of half day was discussed; which schools would offer this program.

The vote for the **Reconsideration** was taken.

Vote: 5-2-0-0 Reconsideration Passed (Minority vote: No – Bristol, Hebron)

Motion was made to fund a full day kindergarten district wide for \$250,000.00, Seconded by Vincent Paul Migliore.

Roll call vote was taken:

Sue Cheney, Alexandria: No

Vincent Paul Migliore, Bridgewater - Yes

Benjamin LaRoche, Bristol - No

Jeffrey Levesque, Groton - Yes

Donald Franklin, Hebron - No

Christine Davol, New Hampton – No

Ruby Hill, Danbury - Yes
Vote 4-3-0-0 Motion Failed

Motion to approve budget for the Fiscal Year 2015 216 at \$20,134,617.00 was made by Ruby Hill; Seconded by Benjamin LaRoche.

Roll call vote was taken

Sue Cheney, Alexandria: Yes

Vincent Paul Migliore, Bridgewater - Yes

Benjamin LaRoche, Bristol - Yes

Jeffrey Levesque, Groton - Abstain

Donald Franklin, Hebron - Yes

Christine Davol, New Hampton – Yes

Ruby Hill, Danbury - Yes

Vote: 6-0-0-1 Motion Passed (Minority – Groton, Abstained)

VIII. New Business

- a. Review and adoption of Grants Budget – Stacy Buckley explained that amount has a zero effect on the budget. The total amount \$1,024,960.00 grant funded is divided among the grants, Title I, Title IIA, Title IV, Idea Grant, Project Promise and Title VI. Motion to
Motion by Ruby Hill to fund, Fund 22, Grants Budget in the amount of \$1,024,960.00; Seconded by Christine Davol
Vote: 7-0-0-0 Motion Passed
- b. Review and adoption of Food Service Budget – Stacy Buckley explained this similar, what goes in goes out, the amount of \$658,667.00 is mostly made up of salary increases. She noted we have a \$25,000.00 subsidy in the budget for food service.
Motion by Ruby Hill to fund the Food Service Budget in the amount of \$658,657.00; Seconded by Christine Davol;
Vote: 7-0-0-0 Motion Passed.
- c. Review and adoption of the Default Budget – Stacy Buckley said the board can hold off before they make any changes. They actually have to sign off on this. Mike addressed the board on how he got to the calculation.
No action necessary
- d. Review of Warrant Articles for 2015-2016 Warrant – Tabled
- e. Budget Timeline Review – Informational
- f. Review of Letter from Hill School Board and next steps:
 Ruby Hill said she was in receipt of a letter from Hill; they are looking for a reply. Ruby Hill recommends we do this formally with the committee. Don Franklin suggested bringing our Business Administrator, Mike Limanni; to attend the meeting. Ruby Hill said she would like the committee to meet with

them, and come up with a proposal. She said we do have a committee that was formed for this purpose. She asked Stacy Buckley to be the contact person and come up with possible dates.

- g. Confirmation of Budget Committee Vote to remove BC stipend
Tabled
- h. Request from Facilities Committee to obtain a third party 20 year demographic study of the district.
Tabled
- i. Snow Plow Bids – Mike Limanni reported we have one bid. We have used them in the past year. We have had great results with this company. It is within our budget. **Motion** to accept the snow plow bid made by Ruby Hill; Seconded by Sue Cheney.
Vote: 7-0-0-0. Motion Passed
- j. Field trip request(s) – Request for the Middle School grade six to go the Boston Museum of Science. **Motion** to approve the Middle School sixth grade field trip request; Seconded by Christine Davol.
Vote: 7-0-0-0. Motion Passed
- k. Request for additional Paraeducator support at NMMS – Stacy Buckley requested funding for this year, for 1.5 paraeducator support at the middle School due to the increase in 9 identified students at the middle school. This is a one year position. Motion to approve hiring of 1.5 paraeducator support at the middle school made by Sue Cheney; Seconded by Christine Davol.
Vote: 6-0-1-0 Motion Passed (Minority vote: Bristol Excused Absent)
- l. Confirmation on new 1st grade hire – Confirmation of Carolyn Paquette, first grade teacher at Danbury Elementary school, hired by Superintendent. Motion made to Ruby Hill to confirm confirmation on the first grade hire, Carolyn Paquette; Seconded by Jeffrey Levesque.
Vote: 6-0-0-1 Motion Passed (Minority vote: Bristol Excused Absent)
- m. Bus concern – Stacy Buckley noted she had received the email regarding the buses. She had a conversation with the bus company regarding the issue. She then had a follow up conversation with Scott Haynes about what their process and procedures were. She met with Mr. and Mrs. Sellers, who had given the board the information, and she will continue to monitor the situation. She concluded that some of our concerns about the ages of the buses will be spelled out when addressing new contracts with the buses.
- n. Policy: 1st read – Tabled.
 - i. EBBC: Indoor Air Quality
 - ii. EBBA: First Aid and Emergency Care

- iii. GBAA: Sexual Harassment-Employees/Staff
- iv. IHAH: World Languages Program
- v. IHCA: Summer Activities
- vi. KA: School, Community, and Home Relations
- vii. IK: Earning of Credit
- viii. KAA: Interdisciplinary Credit
- ix. IKB: Homework
- x. IKFA: Early Graduation
- xi. ILBA: Assessment
- xii. ILBAA: High School Competency Assessments
- xiii. IMAH: Daily Physical Activity
- xiv. IMBC: Alternative Credit Options
- xv. IMBD: High School Credit for 7th and 8th Grade Advanced Coursework
- xvi. JFABD: Admission of Homeless Students
- xvii. JLCF: Healthy School Wellness Policy
- xviii. IJ: School Guidance Programs and Services
- xix. JLDBA: Behavior Management and Intervention
- xx. IM: Evaluation of Instructional Programs
- xxi. DD: Funding Proposals and Applications
- xxii. ICA: School Calendar
- xxiii. JFCB: Care of School Property by Students
- xxiv. JED: Attendance, Absenteeism, and Truancy
- o. November 24, 2014 meeting

- IX. Public Comment (on agenda items only per policy BDDH, 5 minute limit)
- Terry Murphy, Bridgewater; said he does not understand if we went to full time kindergarten, he does not see much more expense at Bridgewater Hebron Village School. He found statistical data on the peak of school age enrollment peaked in 2002 and has gone down ever since. He said the city of Salem has closed down an elementary school, which is shocking. The board of selectmen should have some of that data, which he will share. He does not see what the concerns are for an increase, especially, looking at US Census data, families are not moving in with children. People that are moving in are empty nest or people without children. He does not see where going from part time to full time we will see a giant jump in enrollment. He does not see that it will be catastrophic whatsoever.

Heather Gosson, Bristol; She said she thinks the board is smart to wait and do it right; because you can't predict the future.

John Sellers, Bristol; Said his name was mentioned in the letter from the bus company. His letter was sent out ten days before the last board meeting, in accordance to the board rules. He said the reason for his letter was concern for the kids and bus drivers on the buses; also our district being treated correctly. He noted that when he brought the issue up to the select board they had asked if the school board had been made aware. That was the reason for his letter to the board. He is glad they are going through contracts now, it will help. His other issue was

disappointed, he did not realize the board was going to have another budget meeting tonight and we were going to be here for four plus hours, and we had to sit here and not make a comment and just listen. He said Vincent Paul Migliore had a good point regarding the Hill issue. He said Bristol should not be carrying another town or community. In regards to the full day kindergarten program, he is in favor of the program; but not this year, or next year, maybe the year after. Don't give up on it. Take your time and do it out right. He said it sounded like a person could make a motion to fund a kindergarten to fund to program instead of cutting the budget.

Susan Colby, Bristol; Said she is a fan of the full day kindergarten. She was not in beginning. She noted there are benefits and we should take advantage of them, but when does come about, there is a possibility of needing extra classrooms. It would be her hope that the extra class would be used for kindergarten instead of a sixth grade classroom and we can leave that alone. She does think and full day kindergarten program will help our district. She thinks bringing in Hill will help. She appreciated hearing Mike's comment, because it helps give us the full picture. She appreciates the board making sure they have done the formula to make sure what Hill should be paying. She continued, Franklin closed an elementary school a couple of years ago. The schools are over capacity and they are looking at an addition or re-opening a school. She is hoping this board would not put us in that same position; that we could learn from a nearby district's mistakes.

Ken Braley, Alexandria; Said he supports the best education his children can get. His two oldest girls went to half day kindergarten. He felt half day kindergarten worked well. He assumed most of the board does not have a five year old. He said trying to keep a five year old nailed down for a day is a difficult task. In looking at the \$250,000 or \$500,000.00; it is a little disappointing when my middle school daughter comes home with a photo copy of books, or the come home with books that are 10 to 13 years old, we are discussing computers and money that is being spent elsewhere, there are children that each, don't have a book. That is something the school board needs to look into. Ruby Hill replied that she has told the middle school to bring requests and they have never denied them those requests. John Sellers; said he appreciates what the board does. He is awe struck and is getting reeducated.

Fred Robinson, Danbury; Commented on a point of order. He noted that the agenda had been modified, however, there was nothing noted about doing your voting before the public had a chance to comment on the agenda items. So those votes you gave before the public had any input are in question. Just be aware of that. Thank you.

- X. Motion on Consent Agenda – None.
- XI. Motion on Individual Agenda Items – None.
- XII. Financial

- a. Approval of Manifest(s) – **Motion** to approve the manifests for the month of August 2014 made by Sue Cheney, Seconded by Jeffrey Levesque.
Vote: 7-0-0-0. Motion Passed.

XIII. Announcements and Recognitions – Tabled
 Jeffrey Levesque suggested they move Item XIV Announcement and Recognitions to the front of the agenda when there is public in attendance.

- XIV. Motion to go into non-public at 10:45 made by Vincent Paul Migliore; Seconded by Ruby Hill.
Vote: 7-0-0-0. Motion passed.

The Board discussed personnel issue with the Superintendent. RSA 91-A:3, II (c)

Motion to seal minutes made by Christine Davol, no second

Motion to leave nonpublic at 11:22 PM made by Ruby Hill, seconded by Christine Davol
Vote: 7-0-0-0. Motion Passed

- XV. Other Business – None.

- XVI. Adjournment
 Motion to adjourn at 11:23 made by Jeffrey Levesque; Seconded by Benjamin LaRoche
Vote: 7-0-0-0. Motion passed.

Staff Present: Stacy Buckley, Superintendent; Mike Limanni, Business Administrator; Ann Holton, Student Services Administrator; Mimi Freeman Staff Liaison; Alison Smith, Student Rep, Sue Cross, Philip Dallon, Kathleen Connor, Fred Robinson, Media; Leah McDevitt, Clerk.

Public Present:

Alexandria: Louise Hislop, Ken Braley II

Bristol: Annie Learned, Heather Gosson, Michelle Costigan, Michelle Costigan, Barbara Rosendahl, John Sellers, Donna Sellers, Susan Colby, Leslie Dion,

Bridgewater: Henry Woolne, Terrance Murphy,

Hebron: Kathleen Connor

New Hampton: Michael O'Neil, Jason Ahlquist

Meredith: Holly Andrews