

Notice: These minutes are in D R A F T format, and shall remain as such as the legal record in compliance with RSA 91:A in their written archival form. They are likely to contain errors and may be in need of correction which can only be done in public in a properly-posted, subsequent meeting of the School Board. Accordingly, you are referred to the minutes of a subsequent (i.e. future -- but not necessarily the next sequential) meeting of the Board to identify what may have been changed as an approved and properly modified record in compliance with law.

NEWFOUND AREA SCHOOL DISTRICT  
**School Board Draft Minutes**  
 For  
 Tuesday, October 13, 2015  
 Location: LMC- Newfound Regional High School

- I. Call to Order by Jeff Levesque at 6:03 pm
- II. Pledge of Allegiance
- III. Record Roll:
  - Sue Cheney, Alexandria arrived at 6:45 pm. She entered non- public at 6:53 pm.
  - Vincent Paul Migliore, Bridgewater Present
  - Benjamin LaRoche, Bristol Absent
  - Jeff Levesque, Groton Present
  - Don Franklin, Hebron Present
  - Christine Davol, New Hampton Present
  - Sharon Klapyk, Danbury Present
- IV. Non Public Session:
 

RSA 91-A:3 (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. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant.

  - Parent Request
  - Exit Interviews

Jeff Levesque made a motion to enter non-public session under RSA 91-A:3 seconded by Don Franklin. Jeff Levesque took a roll call vote. Vote: 5-0-0.  
**Motion passed.**

The board returned from non-public session at 7:19 pm. Jeff Levesque made a motion to seal the non-public records for 25 years seconded by Don Franklin.  
 Vote 6-0-0-1 **Motion Passed** (Bristol absent)
- V. Approval or Modification of Agenda
  - none
- VI. Approval of Minutes
  - a. September 14, 2015
    - Vincent Migliore asked that Minutes be printed on blue paper for the sake of consistency with past procedures and also he had a format concern that on page

five the Minutes should refer to a member's vote as to the town of residency and not refer to the board member's name specifically.

b. September 28, 2015

Don Franklin corrected the inquiry on page 2, "as to whether a well had been included in the projects." The speaker of this inquiry was Jeff Levesque, not Don Franklin. Also, a question was raised concerning the dollar amount figures on the Building Project slide. The presentation that was done at the Board meeting with the wrong numbers should be attached to those minutes. The minutes of today should have the correct presentation included.

Approval of the minutes was placed on the consent agenda.

VII. Public Comment

Janet Cote-Bristol asked for clarification regarding square footage in the plan presented at the last meeting. Michael Limanni responded that cost and square footage are only presented as a generalization of what the project looks like.

VIII. Correspondence

Jeff Levesque announced a letter from Ben Learned (NRHS 2015) had been received regarding the plan to move sixth grades to the elementary schools and the letter is copied into the board packet.

Stacy Buckley also noted that a summary of student thoughts about Bridge Academy was also included in the correspondence packet.

IX. Announcements and Recognition

a. Staff Liaison Report

Megan Guldner reported that STEM students had gone on a field trip to UNH to tour research facilities.

b. Student Liaison Report

Josh MacLean reported this was his first meeting as the Student Liaison Representative and thanked the board for appointing him. He said the high school Student Staff Senate was hard at work on two policies: grading and disciplinary guidelines. Student Council just wrapped up Homecoming for another year of spirited trouble free festivities. Winter Carnival in February is now being planned. Jeff Levesque thanked Josh and complimented him on his newsworthy contribution.

c. Superintendent Report

Stacy Buckley reported the middle and high school will hold an open mic night and talent show this Friday. She welcomed Melanie Shokal as the new Accounting Coordinator at the SAU4 office.

On October 21, the NH DOE will perform an onsite visit required by law. The purpose of the visit is the state will be looking for evidence that we meet the requirements for Adequacy at the Newfound Memorial Middle School and the Bridgewater Hebron Village School in particular.

Ms. Buckley announced the upcoming Budget Committee meeting will be budget training and is recommended for the board members to attend in order to help them in interpreting budget numbers. The meeting will be Tuesday, October 20<sup>th</sup> at 6:30 at NMMS.

Don Franklin gave recognition to a middle school student for writing an award winning essay.

d. Other none

## X. Old Business

### a. Discussion of facilities presentation (9.28.15)

- Jeff Levesque asked Stacy Buckley to read a letter from Benjamin LaRoche-Bristol, who was absent for tonight's meeting, concerning the preferred option in the facilities presentation.
- Vincent Migliore wished to cover these points: first he wished to challenge the chair on what the board will consider and noted that Ben LaRoche's letter said the same thing. Why not consider three options or six or more, why just one or two? Second Mr. Migliore advised that the facilities committee report was not sensitive to the concerns of taxpayers. He continued that when Ms. Buckley started she said student safety was her first concern, and then the warrant article for the Resource Officer was voted down. NH birthrate is dropping and data shows the given facts demonstrate a disregard from the facilities committee who went from closing an old building to building a new one.
- Jeff Levesque spoke to this by saying the facilities committee presented a well researched report. The board wanted to know the cost to fix what is broken, and then the cost of something different, and then consider those options or if we choose an option to build then what needs to be considered for that option.
- Don Franklin defended the facilities committee report as excellent and it allows the board to think ahead instead of just maintaining what we have. The board is being proactive with potential improvements to make the elementary schools comparable to Bridgewater Hebron Village School and it's a mystery that more parents have not complained about the discrepancy among the elementary schools. He continued to say that the Capital Improvement Plan is not only for a new building.
- Sue Cheney said we need to maintain buildings.
- Sharon Klapyk commented that while she is a member of the facilities committee, she said taxpayers will not approve this and education comes first and because she cannot agree with any of these options she believes the facilities committee needs to return to the table.
- Christine Davol spoke to the fact that the board may be rushing into decisions without knowing where the middle schoolers are going. She wonders how can high school space be better utilized? Ms. Davol would like to see a school that can be a draw to our towns.
- Don Franklin discussed square footage in the schools and how he read recently that this directly impacts student learning.

- Vincent Migliore believes capital improvements can be planned for realistically but fifty million dollars is too much. There is no state aid. There will be a negative property value impact. The people have always supported village schools and not a K-8. The population is dropping, not leveling off. He asked what is the budget number? Twenty-two million? This in spite of a retained fund balance, a surplus and an influx of money from the Town of Hill. He thinks a building should be closed but not the middle school and that capital should be spent on keeping the middle school.
- Jeff Levesque summed up discussion by saying we have spoken our ideas here tonight so let's ask the facilities committee for what we need for numbers to repair things and then consider the options. No official action is called for now.
- Christine Davol added the report is excellent so let's be productive.

## XI. New Business

### a. Field Trip Request

1. Student Council requests approval to take ten students overnight to Waterville Valley Annual Statewide Conference hosted by the NH Association of Student Councils from 11/6/15/-11/7/15.
2. The high school junior class (100) accompanied by Mr. Harlow, English teacher, request approval to visit Salem Monument on 10/28/15 from 7:30am to 4:30pm.
3. James Lebaron, French teacher was present to personally request approval to take approximately twelve high school students on a trip to Paris that departs Boston on 4/22/16 and returns 4/30/16. Jim LeBaron said it will be his sixth trip to Paris with Newfound. An additional request was made to allow a non-student, but resident, to attend and it was ascertained that group attendees were covered by the Tour Company's insurance.

### b. Policies for 1<sup>st</sup> Read

- i. BE: School Board use of email  
Christine Davol feels this policy is a good one and covers our concerns well.
- ii. Section 504 Handbook  
Don Franklin focused on the wording of how often a 504 plan is to be reviewed, citing "periodically" should be modified to "annually". Vincent Migliore asked, "can we make the change to 'review 504 plan annually?'" Stacy Buckley said the state requires us to periodically review it so the language would exceed the law. Vincent asked that it be changed to annually so that we can control the number of identified 504 students. Stacy reminded the board that policies should be made taking into consideration of best practices. Policies should not be developed to decide who gets services and who does not. Vincent Migliore thinks it's a reasonable request to be annually reviewed. Jeff Levesque replied case managers are paid for training to make those decisions and that it's not good to make arbitrary decisions. Vincent Migliore does not think this is arbitrary.

- iii. DL: Payroll procedures  
Only small changes were made like “no advances.”
  - iv. EEAA: Video and Audio Surveillance on School Property  
There is a new law about this. At the next meeting there will be a public hearing. Stacy Buckley will be meeting with other Superintendents on Wednesday, October 14 to discuss how other districts are handling this.
  - v. GBL: Personnel Records  
The change in the law says the district will not disclose any employee personally identifiable data or information to any person, except as allowed or required by law.
  - vi. ILDA: Non-educational Questionnaires, Surveys, and Research  
Change in the law says that parents must now be notified and approval for their children to take non-instructional surveys. JCA: Change of School or Assignment. The law has changed and now the Board must approve any school assignment changes. This will be a significant change in our process as we receive quite a few requests annually.
  - vii. JICDD: Student Discipline for out of school actions
  - viii. JICK: Pupil Safety and Violence Prevention
  - ix. JHCS: Administering Medication to Students
  - x. Job Descriptions: (to replace current job descriptions)
    - 1. Classroom Support Paraprofessional
    - 2. Student Specific Paraprofessional
    - 3. Tutor
- c. Policy recommended for revocation
- i. JB: Equal Educational Opportunities (duplicate information found in Policy AC)
- d. Approval of all 1<sup>st</sup> read policies was placed on the consent agenda.
- e. Determination on Retained Fund Balance (up to 2.5%)
- Jeff Levesque asked, what was in the retained balance? There is currently \$407,000 in the balance.
  - Michael Limanni and Vincent Migliore discussed the fund balance and also discussed unanticipated reduction in spending.
  - Vincent Migliore commented he supported this retained fund years ago and he’s in favor of having only one hundred thousand in it this year; last year we were high and taxpayers paid for it. Now we are faced with declining numbers.
  - Don Franklin suggests we should retain the full amount available for an emergency. However Vincent Migliore believes a smaller balance should be maintained.
  - Jeff Levesque said the Retained Fund Balance is for emergency. We have four hundred seven thousand dollars in that account but next year we can’t have all that so we actually cut our savings account we use for emergency.

- Vincent Migliore said we should give the money back to the taxpayers and the district is decreasing in size and taxpayers deserve a reward.
- Jeff Levesque said not the majority of money we may need it for emergency.
- Vincent Migliore replied just because the money is there doesn't mean we need to retain it. I'm for reducing the retained fund of four hundred seven thousand dollars.
- Sue Cheney said the money may be needed.
- Christine Davol said this conversation has been said before. Be flexible.
- Michael Limanni explained that we don't budget excess so if we go to the end of the budget we'd have nothing to cover unexpected costs. Vincent Migliore still believes we should only retain some of the fund balance.
- Stacy Buckley asked what amount would be good for a crisis?
- Vincent Migliore maintains we can always deal with an emergency. The voters put it in place to do more prudent budgeting and we should take advantage of Mike's good budgeting and give money back.

f. Determination on Expendable Trust Fund: Building Maintenance (up to \$60,000)

g. 2016-2017 Budget Presentation (please review the attached presentation at the end of the Minutes)

This was presented by Stacy Buckley who noted that the budget included two new staff positions: an athletic trainer and a behavior specialist. Schools were represented personally by their principals: Dana Andrews, Ann Holloran, Eric Chase, Sarah Rollins, and Paul Hoiriis. Josh Mulloy is working on a new Tech Plan that will outline where costs within the projected budget will be. The board briefly discussed the budget. Additional discussion will happen at their next Board meeting.

XII. Public Comment (on agenda items only per policy BDDH, 5 minute limit)

- Steven Favorite-Bristol spoke about the Capital Improvements Plan. He has been involved in and offered some excellent advice on how the downtown Bristol was beautified with grants and taxes that people approved because it made sense to dig up the downtown only once.
- One member of the audience said he supported the Bridgewater board member's idea of giving money back to the taxpayers.
- Neil Irvine-New Hampton asked why spend money on a Demographic Study when the information was available for free?
- John Sellers-Bristol said he went to the facilities committee presentation and they did a good job. He said SAS is a number one company to work for because they have A-1 offices; same with kids-maybe not a new school but look good. Let's give all ninth graders a tablet because technology is important.
- Fred Robinson-Danbury suggested we look to the future and not let infrastructure disintegrate or we'll have a ghost town. He said he loves it here and wants all kids to love it too so let's not disregard the facilities committee recommendations just because taxpayers won't support it.

- Neil Ervine-New Hampton said to review last year's budget and look at the big items that haven't been addressed. We have to spend money appropriately.
- Stacy Buckley said the new budget is new. We completed all projects outlined in last years budget.
- Neil Ervine said he was speaking to the facilities committee and the need for a justification for things that were given last year and now the same thing.
- Michael Limanni said all items were completed from last year's budget and there were none in the facilities committee report or the current budget that was duplicate.
- Jeff Levesque agreed with Michael Limanni but thanked Neil for paying attention.
- Terry Murphy-Bridgewater said let's prioritize these projects. It would be helpful. Terry noted that the Bridgewater Hebron Village School gym was paid for by outside money.
- Janet Cote-Bristol wanted to reiterate prioritization and not focus on minutia; separate the two.

XIII. Motion on Consent Agenda

Vincent Migliore moved the consent agenda. Christine Davol seconded.

Vote 6-0-0-1 Bristol absent.

***Motion Passed***

XIV. Motion on Individual Agenda Items

Jeff Levesque moved to approve the Student Council request to visit Waterville Valley Annual Statewide Conference seconded by Don Franklin.

Vote 6-0-0-1 Bristol absent.

***Motion Passed***

Sue Cheney made a motion to approve Junior Class visiting Salem Monument seconded by Jeff Levesque.

Vote 6-0-0-1 Bristol absent.

***Motion Passed***

Don Franklin moved to approve the French Club visit to Paris, France with James LeBaron and also to allow a special exemption for a former NRHS student to attend seconded by Christine Davol.

Vote 6-0-0-1 Bristol absent.

***Motion Passed***

Vincent Paul Migliore made a motion to retain \$100,000 in the Retained Fund Balance. No second. Motion did not move forward due to no second.

Sue Cheney moved to retain two hundred and fifty thousand in the Retained Fund Balance. Seconded by Christine Davol.

Vote 4-2-0-1

Bridgewater and Hebron voted No. Bristol was absent.

***Motion Passed***

Don Franklin moved to set sixty thousand dollars aside for the Building Maintenance Trust Fund. Sharon Klapyk seconded. Michael Limanni says there is one hundred twenty thousand in the current trust fund.

Vote 6-0-0-1 Bristol absent.

***Motion Passed***

XV. Financial

- a. Approval of Manifest(s)  
none

XVI. Other Business

none

XVII. Adjournment

Jeff Levesque made a motion to adjourn the meeting at 10:10 pm. Christine Davol seconded.

Vote 6-0-0-1 Bristol absent.

***Motion Passed***

Respectfully submitted by Ruth Whittier

**Staff Members Present:** Stacy Buckley, Superintendent; Michael Limanni, Business Administrator; Therese Wetherington, Curriculum Coordinator; James LeBaron, French Teacher; Dana Andrews, Principal B-HVS; Ann Holloran, Principal NHCS and DES; Sarah Rollins, Principal BES; Eric Chase, Principal NMMS; Paul Hoiriis, Principal NRHS; Fred Robinson, Videographer.

**Public Present:** Terry Murphy-Bridgewater; Paul Simard-Bristol; Henry Woolner-Bridgewater; Neil Irvine-New Hampton; Steven Favorite-Bristol; Paul Manganiell-Bristol; Janet Cote- Bristol; Carol Huber-Bristol; John Sellers-Bristol; Barbara Greenwood-Bristol; Lorraine Bohmiller-Bristol; Jessica Hatch-Danbury; James LeBaron-NRHS; Sarah Rollins- BES Principal; Dana Andrews-BHVS Principal; Tom Caldwell-Bristol; Becca Bouda-Bristol; Betsy Schneider-Bristol; Janna Phelps-Danbury.