

**WINCHESTER SCHOOL BOARD
WINCHESTER SCHOOL LIBRARY
SEPTEMBER 21, 2017**

Board Present: L. Picard, V. Cole, K. Bazan, S. Thompson arrived at 7:00pm.

Absent: B. Kilanski

Administration Present: A. Genovese, M. Duprey, E. Jackson

The meeting was called to order by Chair, K. Bazan at 6:39pm.

CITIZENS' COMMENTS:

None.

MOTION TO APPROVE MINUTES:

**L. Picard MOVED to approve the public minutes of the 9/7/17 Board Meeting; SECONDED by: V. Cole, VOTED: 3-0
MOTION PASSED.**

**L. Picard MOVED to approve the 9/20/17 meeting minutes of the School Board/Superintendent Workshop; SECONDED by:
V. Cole, VOTED: 3-0, MOTION PASSED.**

PRINCIPAL'S REPORT – M. Duprey:

***TAB Presentation:**

Four students from the TAB Program, (Training Active Bystanders) Soleil and Steven from Grade 7 and Anthony and Ryan from Grade 8, came to the meeting to give a presentation to the Board. There are 11 students in the program.

Soleil explained that the big picture of the TAB program is to get bystanders in harmful situations to step in and help calm down the situation so it doesn't get worse. There are different activities to help students get confident with that.

Ryan advised that the group is now working with the 5th grade; will be working with 6th grade also.

The Board, administration and the public took part in a game called the Magic Shoes. Soleil and Ryan reviewed the rules and explained it is a fun activity to allow the students to have fun and enjoy learning.

M. Duprey advised all 5th graders will be trained by tomorrow. The students who are *teaching* gave up three days in the Summer to be part of this.

M. Duprey – The 5th grade has been receiving this quite well.

A parent asked why the younger grades are not participating.

M. Duprey advised he didn't have the answer. Explained it is really high school curriculum. This is the age group the company does.

M. Duprey will bring Certificates of Achievement for the participants.

*Professional Development Days - Paras, will be working with V. Carey and Jen Heise and teachers will be listening to a presentation from Health Trust about insurance benefits. Then V. Carey will update everyone on the State Assessments.

*CAST – It was a good meeting. A gentleman from Keene, who is a recovering addict, shared some of his struggles. CAST members wanted to know how to better handle these struggles. There needs to be education in the community.

*Emergency Planning Meeting – The group has spent the last several months preparing an emergency plan. The final plan will be drawn up and distributed to the Town. The school is designated as a primary shelter. There was good discussion around grants for generators. People at the State will work with Dick Lapointe

Dr. Genovese advised it is a matching grant. We will also work on showers.

K. Bazan advised that is a major priority.

The Board discussed the possibility of a Warrant Article.

L. Picard – Maybe the Town would share the cost with us?

K. Bazan – Probably need to talk with the selectmen. Need to work together on a generator and getting showers working.

*PTA – There is a fundraiser in progress. They approved a contribution of \$1,000 for TAB. There will be a booth at the Pumpkin Festival coming up on Saturday with popcorn, cotton candy and dill pickle soup.

*Barbeque – There is a lot of work going on in preparation. September 28th will be for 4th through 8th grades and on September 29th for Pre-K through grade 3. Nancy Dziedzic is helping with ordering the food. Senator Kahn will be there on Thursday. The Board is invited.

BUSINESS MANAGER REPORT – E. Jackson:

*Working with auditors to finalize data; will have the final numbers at the next meeting. E. Jackson advised there will be approximately \$500,000 to \$550,000 left after money goes into the Special Ed Trust Fund.

*M. Duprey wanted the Board to know that there are two students having difficulty managing here at the School. Next week they will have two out-of-district placement meetings.

E. Jackson thinks there is about \$200,000 in the Special Ed Trust Fund.

*Arlington Paving updated their quote and it dropped by only \$80.00 by using the Town's asphalt. E. Jackson asked everyone to re-quote. She received a verbal quote from M&M Asphalt; they were one of the highest previously and now verbally, their quote is \$34,410.

*Heating Oil – Today the price is \$1.84 a gallon; still high due to flooding in Texas. E. Jackson wanted to wait; Bob's said should probably wait. She would like Dr. Genovese to have Board approval to authorize locking in.

K. Bazan advised the Board had given approval to the Business Manager to lock in a price, but he is fine including Dr. Genovese.

*Electricity – Same thing as oil, the price is fluctuating; now better for a two year contract than a one year contract. She will work with Dr. Genovese regarding locking in.

L. Picard asked if students are still fundraising for Nature's Classroom.

M. Duprey – Yes.

A parent advised the cake walk is coming up. Will take place at the Pickle Festival. She advised kids also get to volunteer and that goes towards the kitty.

Dr. Genovese advised he will help with the cake walk.

SUPERINTENDENT'S REPORT – A. Genovese:

*School Bus Transportation Service Agreement – Dr. Genovese hopes the Board is ready to act on it tonight.

*Negotiation Team Appointment – Dr. Genovese is asking the Board to appoint him to the Negotiations team. It was previously J. Lewis.

*The fire chief inspected the bleachers; gave the green light. The Board received a copy of protocols for opening and closing the bleachers. Dr. Genovese advised they could create a policy to appoint the Superintendent to provide protocol. It would be a School Board Policy.

Dr. Genovese advised there are risers that can be put in to create aisles and they have railings. He feels that is a potential budget item. Thinks they should look at that seriously.

K. Bazan advised they need to get rid of the stage.

The Board discussed possibly taking the boards apart and perhaps school alumni would like to buy pieces to have as a memento. E. Jackson feels first they should look at the stage in the elementary school to see if any of the boards need replacing.

Dr. Genovese reviewed a letter from the fire chief regarding items that need to be done in the buildings. The original letter was dated 12/12/16, but it hadn't been shared with the Board.

*Dr. Genovese is working on the contract with Monadnock Family Services. He will send it to the Board when it is completed.

*Attended the Selectboard meeting with L. Picard; interviewed Jack Marsh. He will meet with other Selectmen.

K. Bazan is scheduled to attend that meeting and will bring up generators and showers.

*Update Policy ACE – The Board received the policy in their packet. It is tied with a grant so they need to vote to reaffirm

*Need inspection on the underground storage tank facility every three years. There is a repair that needs to be made; it has been tested.

*Dr. Genovese is looking at Law Firm's as Attorney Phillips has now accepted a position with the NHSBA. One law firm recommended was Wadleigh, Starr and Peters. However, they represent Keene. The Attorney has said it is difficult to find in this small area, someone who doesn't represent Keene or one of the surrounding schools.

Dr. Genovese advised if there was a conflict of interest, the law firm would give us options of other attorneys to use.

L. Picard advised if there was a conflict of interest, they could not represent either school.

Dr. Genovese advised some do it that way and some do not.

L. Picard is not comfortable unless the attorney backs away from both districts if a conflict of interest arises.

K. Bazan directed the Superintendent to have two to three other legal firms ready to go for the Board. He asked that it go under New Business for the next meeting. He knows it is a tough task.

Dr. Genovese is not so sure there would be many conflicts, but understands the Board's concerns.

S. Thompson feels it is best if they didn't represent Keene, but could get someone else if there was a conflict of interest.
V. Cole – They have been representing Keene for many years; can't expect the Attorney to push Keene aside. If they are willing to go with us, she thinks that is a good thing.

SUB-COMMITTEE REPORTS:

Policy Committee Meeting:

K Bazan advised they met last week; it was an excellent meeting. They made great progress addressing policies that need to be changed soon. At the next Board meeting they will be looking to change wording.

Dr. Genovese explained the process for making changes and what the Board can expect. He will bring minor changes made to policies to the Board for approval.

Upcoming Meetings:

K. Bazan advised he hasn't heard anything about a Technology meeting. He asked that the Board and the Technology Committee receive an update.

Joint Loss/Wellness – K. Bazan advised once dates for a meeting have been decided, should add under Subcommittee/Committee Reports. Will be meeting with Richmond on the 26th, KHS Committee will meet on the 27th and the School Board Meeting is on 10/5.

K. Bazan advised should schedule a Transportation Committee meeting before the next School Board meeting.

ACTION ITEMS:

K. Bazan MOVED to approve the Payroll Manifest in the amount of \$228,784.26; SECONDED by: S. Thompson, VOTED: 4-0, MOTION PASSED.

K. Bazan MOVED to approve the Payroll Manifest in the amount of \$432.44; SECONDED by: L. Picard, VOTED: 4-0, MOTION PASSED.

K. Bazan MOVED to approve the Accounts Payable Manifest in the amount of \$126,190.07; SECONDED by: L. Picard, VOTED: 4-0, MOTION PASSED.

L. Picard MOVED to substitute Dr. Genovese for Mr. Lewis on the negotiation team; SECONDED by: V. Cole, VOTED: 4-0, MOTION PASSED.

L. Picard MOVED to authorize the Superintendent to lock in #2 heating oil and electricity; SECONDED by: S. Thompson, VOTED: 4-0, MOTION PASSED.

L Picard MOVED to approve the Transportation Contract with First Student for a two year contract with an option for a third year; SECONDED by: S. Thompson, VOTED: 4-0, MOTION PASSED.

L. Picard MOVED to reaffirm Policy ACE; SECONDED by: V. Cole, VOTED: 4-0, MOTION PASSED.

K. Bazan MOVED to authorize the Superintendent to use the Law firm of Wadleigh, Starr and Peters for our legal counsel; SECONDED by: L Picard, VOTED: 4-0, MOTION PASSED.

K. Bazan MOVED to rescind paving quote that was previously awarded to Arlington Paving on 8/17/17 in the amount of \$49,896; SECONDED by: L. Picard, VOTED: 4-0, MOTION PASSED.

K. Bazan MOVED to award the paving contract to M&L Paving Services, LLC in the amount of \$34,400 based on a verbal quote updated on 9/21/17, SECONDED by: L. Picard, VOTED: 4-0,

SCHOOL BOARD CHAIR COMMENT/REPORT:

K. Bazan met with Dr. Genovese; reported on interviews and where he sees the school district going. They discussed goals for this year.

Dr. Genovese distributed a handout of potential School Board goals and reviewed with the Board.

K. Bazan thanked Dr. Genovese for putting it together.

K. Bazan would like to add to this document that the School Board see updated job descriptions. He would entertain that the Board review all administration job descriptions, i.e., Superintendent, Principal, Business Manager, Vice-Principal/Curriculum Coordinator. Feels a job description should be updated before presenting for ex., to the Budget Committee.

Dr. Genovese advised he will do it as part of the budget process.

K. Bazan MOVED to have the proposal from Dr. Genovese as potential School Board Goals to be accepted, to include job descriptions; SECONDED by: L. Picard, VOTED: 4-0, MOTION PASSED.

L. Picard would also like to see it on the website.

K. Bazan would like to see it written up with additions and e-mailed to Board Members.

L. Picard asked the Board to stay for five minutes after the meeting so she can provide an update on negotiations.

K. Bazan wants administration to know the Board has a Bike Helmet Policy; many students are not abiding by it.

M. Duprey advised a few students have been stopped.

K. Bazan will ask at the Selectboard meeting if the police can drive down Parker Street.

Sue Rice asked what the status is of Smart Board operations. In the classroom she is in, they can't use the touch screen feature. Wondering how the school is doing widespread.

K. Bazan will ask at the Technology Meeting.

The Board received a class count. K. Bazan advised the number of students at the school is pretty much where it was at the end of last year.

V. Cole advised a resident mentioned to her that two people had issues with the bus to Keene. Their students won't take the bus because of the behavior on it. She feels they should ask the Winchester bus drivers about it.

K. Bazan can bring it up at the KHS Committee Meeting, too.

K. Bazan MOVED to adjourn the meeting at 8:28 pm; SECONDED by: L. Picard, VOTED: 4-0, MOTION PASSED.

Respectfully submitted,

Peggy Higgins
School Board Secretary

