

**WINCHESTER SCHOOL BOARD  
WINCHESTER SCHOOL LIBRARY  
DECEMBER 20, 2018**

Board Members Present: L. Picard, V. Cole, K. Bazan, T. Perkins and D. Robarge

Administration Present: K. Dassau, V. Carey, M. Henry, I. Spencer

**CITIZENS' COMMENTS:**

None.

**MINUTES:**

**L. Picard MOVED to approve the Public Minutes of 11/29/18 as printed, the Public Minutes and Non-Public Minutes of 12/3/18 as printed and the Public and Non-Public Minutes of 12/6/18, *changing the 12/6/18 Public Minutes on Page 1, under Board Members Present, from S. Thompson to K. Bazan*; SECONDED by: V. Cole, VOTED: 3-0-2 (T. Perkins and D. Robarge – abstained), MOTION PASSED.**

L. Picard welcomed new Board members Tina Perkins and Deba Robarge.

**PRINCIPAL'S REPORT – V. Carey:**

\*The Board received information on the Parent/Teacher conferences from V. Carey and reviewed. Gary Tashjian will be at the January meeting and will bring a copy of the report card.

\*Two musical performances were held this week.

K. Bazan wondered if there would be an opportunity in the future for students to choose to do Chorus/Band without losing instructional time.

V. Carey advised in the past there were two Music Teachers and then one-and-a-half. Looking at the possibility of Seventh and Eighth graders opting in for one block, for example for Music. It would only be half the year as there is only one teacher. They have also considered before or after school Band, but transportation could be an issue. Advised they are always looking at options to try to make it work. They are now offering the Fourth and Fifth grade instruments. Will need to have Beginner and Intermediate Band in the future, but there is not time for that now.

K. Bazan asked about Power School. Are all grades using it? What age does it get going?

V. Carey – Yes they are using it, but it has gotten a little tricky with the standard-based grading.

The goal by the end of the school year is to have a grading protocol for grades Three and up; then a different one for Kindergarten through Grade Two. They will offer an information night for parents.

M. Henry reviewed information on time clocks. Explained some of the cost is a variable, i.e., training, installation, etc. The overall cost of everything is just around \$17,000 (did include a discount from both Tyler Tech and Time Clock Plus). This includes everything for start-up including training. With fees, etc. there will be an additional cost of \$2,200 a year after the initial installation.

K. Bazan suggested review of the policy on time clocks at the next Policy Meeting.

M. Henry explained once approved, she thinks they should have the system up and running in 30 days.

M. Henry reviewed Food Service – advised Hinsdale made \$10,000 on their Food Service. Many schools that do it make money. She is putting together the RFP.

M. Henry advised Winchester would not lose control. Menus need to be approved by us. We still have to report to the Federal Government. M. Henry suggested having a group come in and do a presentation.

K. Bazan would like that; wants to know what we are responsible for.

M. Henry will try to have the information pulled together by the January 3rd Meeting.

The Board received information from I. Spencer on Electricity Usage and reviewed. Advised we are definitely seeing a savings.

I. Spencer advised the Girls Locker Room sinks are not draining; believes it is deterioration of the pipes. He recommends closing the facilities in the locker room and using the locker rooms only for changing. Girls would use the bathroom across the hallway. He feels they should wait until they are ready to address all locker room issues before fixing the sinks. He explained it is really for Emergency Preparedness rather than for the school.

The Board did not have a problem with that.

#### **SUPERINTENDENT'S REPORT – K. Dassau**

\*The Board received the Student Count Report.

\*Tentatively setting a KHS Committee meeting for January 17<sup>th</sup> at 4:00 pm.

#### **SCHOOL BOARD CHAIR COMMENT/REPORT – L. Picard:**

\*L. Picard advised at the January 3<sup>rd</sup> meeting she will want to have a conversation about current positions on the ballot; who is running and for which term.

\*L. Picard advised at the last meeting the Board agreed to remove K. Dassau's Interim from his title. The Attorney advised if they are going to do it, they could change the contract term at the same time. K. Dassau has requested a two year contract.

The Board agreed to run K. Dassau's contract to June, 2020, add an addendum to the salary and remove the word Interim. After the March vote, with a Motion by the Board, they can amend his salary.

L. Picard advised the Board will address the amended contract by the end of January.

The Board received a draft copy of the Warrant.

K. Bazan advised a meeting has been requested from Steve Fucile, Budget Committee Chair, to go over the budget with K. Bazan, K. Dassau and M. Henry. After discussion, K. Bazan advised he will let Steve Fucile know they are available 12/27 at 4:00 pm.

\*A meeting will be held on 12/27 at 2:00 pm. in the Library to watch the video on Adequacy Aid. K. Bazan and L. Picard attended a similar session. Along with the Board, the Budget Committee and the public will be invited.

V. Cole hasn't heard any more about the Emergency Operations Plan.

V. Carey explained they are still working on it with the police department; they really need to have a Chief. It feels like they are close. She will report back when they are done.

The Board reviewed the list of subcommittees and assignments were made.

The School Board will meet one-half hour before the Deliberative Session on February 7, 2019 and one-half hour after.

M. Henry will bring the updated Warrant for the meeting on January 3<sup>rd</sup>. The Public Hearing will be held at 6:30 pm. and the Board will meet immediately after for their regular meeting. The Public Hearing will need to be posted by tomorrow.

#### **SUBCOMMITTEE REPORT:**

K. Bazan advised the Policy Committee met to review Policy ADB /GBEC-Drug Free Workplace & Drug Free Schools and Policy ADC/GBED/JICG-Tobacco Products Ban Use & Possession In& On School Facilities & Grounds with recommendations from the NHSBA. The policies have now been separated. There was some moving around of information and K. Bazan feels the policies are much more concise right now. Advised he would recommend the Board approve the changes.

K. Dassau, V. Carey and administration were working on the Staff Policy Handbook. The Student Handbook needs updating, too. Both handbooks are on-line.

**L. Picard MOVED to approve the Payroll Manifest dated 12/14/18 in the amount of \$237,659.30; SECONDED by: K. Bazan, VOTED: 5-0.**

**L. Picard MOVED to approve the Accounts Payable Manifest dated 12/20/18 in the amount of \$1,644,031.92; SECONDED by: V. Cole, VOTED: 5-0.**

**K. Bazan MOVED to approve Policy ADB/GBEC-Drug Free Workplace & Drug Free Schools; SECONDED by: L. Picard, VOTED: 5-0, MOTION PASSED.**

**K. Bazan MOVED to approve Policy ADB/GBED/JICG-Tobacco Products Ban Use & Possession In & On School Facilities & Grounds; SECONDED by: L. Picard, VOTED: 5-0, MOTION PASSED.**

**L. Picard MOVED to have M. Henry put under contract and purchase, time clock equipment and software up to \$18,000; SECONDED by: V. Cole**

**K. Bazan added a Friendly Amendment and V. Cole SECONDED it to add *with Tyler Tech and Time Clock Plus* to the Motion; SECONDED by: V. Cole, VOTED: 5-0, MOTION PASSED.**

K. Bazan advised a citizen is interested in making display cases from the old stage to display items from Thayer High School.

The Board was okay with the citizen using the wood from the stage.

**L. Picard MOVED to adjourn the meeting at 8:34pm; SECONDED by: K. Bazan, VOTED: 5-0, MOTION PASSED.**

Respectfully submitted,

Peggy Higgins  
School Board Secretary