

APPROVED Newport School Board

Regular and Joint Meeting

Lou Thompson Room -NMHS/CTE Building

243 North Main Street, Newport, New Hampshire 03773

September 8, 2022; 5 PM

School Board Members in Attendance: Jenna Darling, Chair; Steve Morris, Vice Chair; Bert Spaulding, Sr.; Tim Beard

School Board Members Absent: William Wilkinson

Administration and Staff Present: Donna Magoon, Interim Superintendent of Schools; Diane Mulholland, Finance Administer; Kerry Finnegan, Director of Student Services; Brynn Kane, Director of Curriculum, Instruction and Assessment; Lisa Ferrigno, Kelley Merritt, Melissa Small

Public Present: Herb Tellor

Videographer: Newport Community Television (NCTV)

Call to Order (for full meeting go to: www.nctv-nh.org)

Chairman Darling called the meeting of the Newport School Board (NSB) to order at 5:00 p.m. followed by a roll call of School Board members and the Pledge of Allegiance.

Adjustments to the Agenda: ADD to Informational: Snack Shack Update, ESSER Funding Update, Budget Revenue and Transportation (Magoon). Chairman Darling moved *to add the four items to the agenda*. It was seconded by Mr. Spaulding, Sr. *The motion passed by roll call vote 4-0-0.*

Public Comment (the School Board now allows six minutes for public comment):

Mr. Lunn informed the Board that he had joined the lawsuit with the School Funding Fairness Project as a plaintiff.

Lisa Ferrigno recognized the hard work of the dedicated Newport staff. She said that over the last three years with the staff and administration changes and the workload put on them; they are exhausted. She asked for change.

Approval of School Board Minutes: Public: August 15, 2022; August 25, 2022
August 15, 2022

Mr. Spaulding, Sr. made a motion *to approve the minutes of the August 15, 2022 School Board minutes as presented*. It was seconded by Mr. Beard. In discussion there were many points brought up illustrating the need for changes to the minutes. Among them were:

1. The header needs to be changed to title it to a School Board meeting.
2. There was not a motion to adjourn; the School Board couldn't because there wasn't a quorum.
3. The minutes are written as a joint meeting. The Board did not speak on an agenda item, they spoke in Open Forum.

He asked that the minutes be tabled to the September 22, 2022 meeting. Mr. Beard withdrew his second; Mr. Spaulding, Sr. withdrew his motion. Mr. Spaulding, Sr. made a motion *to table the minutes to the September 22, 2022 School Board meeting*. It was seconded by Mr. Beard. *The motion passed 3-0-1 (Morris abstained).*

Chairman Darling was asked if the Board would like to have the header changed (as was discussed in the meeting) before the September 22, 2022 meeting. Chairman Darling agreed to the change. The draft minutes will also be revised to end on page four where Chairman Darling left the meeting. The recording secretary agreed to Newport School Board Minutes of September 8, 2022

make those two changes before the September 22, 2022 meeting.

August 25, 2022

Mr. Spaulding, Sr. made a motion, seconded by Mr. Beard; ***to approve the minutes of the August 25, 2022 School Board meeting.*** In discussion, Mr. Spaulding, Sr. asked for the following corrections: Page 1, School Board members. Indicate that Steve Morris, Vice Chair arrived late. Page 3, eleventh line from the bottom, "...ending the changes." Should read "...pending the changes."

Mr. Beard withdrew his second; Mr. Spaulding, Sr. withdrew his motion.

On a motion by Mr. Spaulding, Sr.; ***the Board approved the minutes of the August 25, 2022 School Board minutes with the following amendments:***

- ❖ ***Page 1, School Board members. Indicate that Steve Morris, Vice Chair arrived late.***
- ❖ ***Page 3, eleventh line from the bottom, " ...ending the changes." Should read "...pending the changes."***

It was seconded by Mr. Beard. ***The minutes were approved as amended 3-0-1 (Morris abstained).***

Information/Action Items

School Handbook-Richards Elementary School (Action Needed)

Interim Superintendent Magoon stated the School Board members had been sent copies of the parent/student handbook (Elementary School version) along with a page with the changes proposed. Mr. Robert Clark, Richards School principal, was in attendance to answer any questions on the handbook or proposed changes. Mr. Spaulding, Sr. told Mr. Clark he approved of the cell phone policy. Chairman Darling requested a motion to approve the 2022-2023 Parent/Student Handbook. Mr. Spaulding, Sr. made the motion ***to approve the 2022-2023 Student Handbook for Richards Elementary School.*** It was seconded by Mr. Morris. ***The motion passed 4-0-0.*** Mr. Clark publicly thanked the Richards School team. He answered all questions from the Board.

Primex, including history of % increase (Action Needed)

Interim Superintendent Magoon told the Board they have been provided with the historical information they requested. Diane Mulholland, Business Administrator; told the Board that they have seven years of prior information; not the ten requested. The school had a different insurance company year 8, 9 and 10. Ms. Mulholland said that Primex is a risk management insurance. She explained their proposal to the Board members. After a discussion between the Board and Ms. Mulholland on the proposed plan and if it was beneficial to Newport, Chairman Darling made a motion ***to sign the Primex plan for the Newport School District dated June 6, 2022.*** It was seconded by Mr. Morris. There was additional discussion. ***The motion passed 4-0-0.***

Committee Assignments (Action Needed)

Policy-Darling and Morris

Finance-Beard

Transportation-Wilkinson

BAC-Spaulding, Sr.; alternate Morris

Negotiations-Wilkinson and Darling

Legislative Watch- Superintendent

NCTV-4x a year (Mr. O)

CTE-Beard

Grant-Morris, administration

Volunteer not active

Communications not active

Mr. Spaulding, Sr. said he would do Transportation; but it has to be done by the books. He will be added with Mr. Wilkinson. There was a discussion on grants and the responsibilities that potentially went with them.

NCTV Sign (Action)

The Board members and Mr. Lunn discussed the proposed NCTV sign; its size, color and how the Board would like it made. Mr. Spaulding, Sr. made a motion *to approve the NCTV sign with the following changes:*

- 1. Move “NCTV” up and increase the size of ‘Newport Community Television’*
- 2. That the sign be as shown in the photo*

It was seconded by Mr. Beard. *The motion passed 4-0-0.*

Memorandum of Understanding (MOU) between Newport School District and the Town of Newport Safety Resource Officer (SRO) (Action Needed)

Interim Superintendent Magoon explained the process that has gone on with the MOU. She requested an approval to sign the contract. Mr. Spaulding, Sr. asked for a synopsis of the contract by Interim Superintendent Magoon for the viewing audience. She complied with his request.

Mr. Spaulding, Sr. asked if the agenda item could be moved to the joint meeting. Chairman Darling stated yes. Mr. Spaulding, Sr. listed proposed changes to the document:

Page three, 3.8 “...appraised of criminal,”... changed to “...appraised of criminal *new word*”

Page three, 3.11, second line down “...devices, instruments articles...” Change?

Page three, 3.11 line four; the meaning of the word ‘fruits’.

On a motion by Chairman Darling, seconded by Mr. Spaulding, Sr.; *the School Board recessed their meeting at 5:57 p.m. to go into a Joint meeting with the Selectboard. The motion passed 4-0-0.*

**Joint Meeting of
Newport School Board and Board of Selectmen
Meeting Minutes of September 8, 2022; 6 PM**

School Board Members in Attendance: Jenna Darling, Chair; Steve Morris, Vice Chair; Bert Spaulding, Sr. and Tim Beard

School Board Members Absent: Bill Wilkinson

School Administration in Attendance: Donna Magoon, Interim Superintendent of Schools

Selectboard Members in Attendance: Jeff Kessler, Chair; Barry Connell, Vice Chair; Herbert Teller, Jr.; James Burroughs and Keith Sayer

Town Administration in Attendance: Hunter Rieseberg, Town Manager; Paul Brown, Finance Director

Public Present: none

Videographer: Newport Community Television (NCTV)

Call to Order (for full joint meeting go to: www.nctv-nh.org)

Chairman Darling called the joint meeting of the School Board and Board of Selectmen to order at 6:04 p.m. followed by a roll call of both Boards members and the Pledge of Allegiance.

Adjustments to the Agenda: Chairman Darling made a motion *to ADD Continue Discussion on the Memorandum of Understanding for SRO*. She asked for additional adjustments. *ADD Capital Improvement Program, (Kessler)*. Chairman Darling asked for a roll call vote to approve the adjustments. *The motion passed 9-0-0.*

Public Comment: none.

Approval of Minutes: none

Information/Action:

Discussion on the Memorandum of Understanding for SRO

Mr. Spaulding, Sr. directed the Boards to page two, 3.1. He had no request for changes.

Page two, 3.3 “assigned school” There was discussion on the wording. Point of contact will be the high school. No changes were requested.

Page three, 3.8 “...appraised of criminal,”... changed to “...appraised of criminal situations” (changed to keep in line with the wording of the paragraph).

Page three, 3.11, second line down “...devices, instruments articles...” add comma “...devices, instruments, articles” the Boards agreed the first *instruments* was redundant and could be removed to read “...devices, articles, items, or instruments of destruction”.

Page three, 3.11 line four; the meaning of the word ‘fruits’. Mr. Burroughs explained the term was a legal term “to include”. There was no request for a change.

There was a brief discussion as to the appropriate time to take action by the School Board (in Joint Meeting or in School Board meeting to follow the Joint Meeting). Chairman Darling thanked the administrators and Selectboard for their work on the revised MOU.

The Selectboard asked that the new financial arrangements for the school resource officer (SRO) be given at the Joint Meeting. Interim Superintendent Magoon stated the new MOU was on the School Administrative Unit (SAU) 43 website. She gave the financial information:

The school is paying the officer’s hourly wage as well as benefits when he is acting as a SRO for the school. The school will be paying the officer’s wages and benefits just for the school year (not additional months). The School will pay the Town of Newport monthly for the SRO’s services.

Mr. Burroughs addressed the Selectboard and stated the SRO contract is not new, they have had one for twelve years; the 49/51 cost sharing has been in place all that time. The method of payment previously has been done annually, now it is being requested monthly.

Capital Improvement Plan

Mr. Kessler addressed the School Board, gave the history and explanation of the Capital Improvement Plan (CIP), how Newport has been using it and the town’s benefits in having the school participate in the CIP (long term planning). He showed a copy of the CIP the town developed.

Mr. Connell said he felt it was important that the school and town have a joint CIP. The school will know the town’s plans; the town will know the school’s plans. It will be important from a budgetary standpoint. The School Board members agreed with Mr. Connell’s statement. There was a brief discussion on the commitment of members for the CIP meetings.

Mr. Rieseberg told the School Board members about the development of the CIP by the Town Finance Director. He stated the School Finance Administrator would need to develop one for the School; it could then be merged with the Town’s. The town and school could time bonds and payments to have a smaller impact on the tax rate. He gave additional information on the creation of a CIP and its value.

Chairman Darling gave tentative plans for the school and its participation in a town wide CIP. Mr. Beard said if the town and school worked as a team, they could save the taxpayers money. He volunteered to join the joint CIP.

School Grounds and Facilities Fees

Mr. Kessler stated the Town had been sent a spreadsheet concerning:

1) The Rec Center Transportation. In years past the Rec Center would go to the School Board, request the use of a bus and work out the details. He stated that the Rec Center has a budget for Summer Camp transportation. The Town should pay what they owe for transportation.

2) If there is use of school fields for Rec Programs the Town should pay for that.

Mrs. Magoon stated the spreadsheet the Town was sent was for budgetary purposes for the next year. There was a brief discussion on a Rec representative, the procedure for requests, and payment of costs incurred by the town using school facilities.

Mr. Connell stated that what Mr. Rieseberg said was true for anything (that cost the school), like the voting. If the School incurs costs for that, the Town should be paying for it.

- 1) Mrs. Magoon said she did not know the process or responsibility for the (school) staff on voting day. Her understanding from the past was the Town brings in the stuff, sets it all up and they (election officials) prepare it. From her understanding, (now) the stuff is brought to the high school, and the school staff is sets it up.
- 2) Mr. Connell said it should not be that way. Mrs. Magoon said that her stated procedure was incorrect (staff setting it up); that was what she was told by school facilities staff.
- 3) Mr. Kessler stated he believed the school staff may assist and should be overseeing what the election staff is doing (it is your building). There may be chairs, etc. that the officials need to use and the school staff gets them out. Mr. Kessler said that he believed that Professional Development days have been scheduled on voting days. So if staff is in the (opposite side of the) building working, the election is not disrupting their day.
- 4) Mr. Rieseberg stated that an exception to the setup may be the floor. When the polls have been at the school, the school staff prefers their flooring; they put it down because they know how to do it. Mr. Rieseberg said that the town sets up and takes down. The exception is for the staff to put down their special flooring (the town does not know how it is put down). Chairman Darling said that that sounded reasonable.

Weekly School Updates

Chairman Darling brought up the weekly update that is put out by the school. She asked if the Selectboard would like a copy to keep up to date with what is happening in the school district. The Selectboard members stated they would like to receive a copy of the weekly update. Mr. Kessler informed the School Board that they did not have anything similar they put out.

Mr. Burroughs asked if action on the SRO would be taken separately or jointly. After discussion, Mr. Burroughs made a motion that ***the Selectboard accept the 2022 Memorandum of Understanding for SRO as amended and to authorize the Town Manager to sign the document.*** It was seconded by Mr. Connell. There was no discussion. ***The motion passed 5-0-0.***

Mr. Beard made a motion to accept the ***2022 Memorandum of Understanding for SRO as amended.*** It was seconded by Chairman Darling. ***The motion passed 4-0-0.***

Board Communication:

Mr. Kessler informed the viewing public that there will be voting in the high school gym on September 13, 2022 from 8 a.m. to 7 p.m. He explained it is the Primary Day for statewide and regional positions. Information is on the town website: www.newportnh.gov and the NH Secretary of State website: www.sosnh.gov. He encouraged

all eligible residents to vote.

Chairman Darling thanked the Selectboard members for attending the meeting.

On a motion by Mr. Kessler, seconded by Mr. Teller; ***the School Board and Selectboard voted by roll call to adjourn at 6:42 p.m. The motion passed 9-0-0.***

To reconvene, Chairman Darling called the School Board meeting to order at 6:47 p.m. The Board continued with the business on the September 8, 2022 agenda.

Memorandum of Understanding (MOU) between Newport School District and the Town of Newport Safety Resource Officer (SRO) (Action Needed)

Chairman Darling stated the MOU action was completed in the Joint Board meeting.

Non-Public Meeting Time Change (Action Needed)

Mr. Spaulding, Sr. moved ***the nonpublic sessions under 91-A:3 II (a) and (c).*** Chairman Darling asked for clarification. She had believed Mr. Spaulding, Sr. wanted to discuss changing the nonpublic meeting to before the public meeting. Mr. Spaulding, Sr. gave reasons to have the nonpublic meeting before the public meeting; among them to shorten the ending time of the School Board meeting (end earlier). He said a motion was not needed; he asked if the Board members concurred. After a brief discussion, Chairman Darling stated that one Board member was not in attendance for his input. Mr. Spaulding, Sr. stated that the next time Chairman Darling wrote an agenda with a nonpublic, she could ask Board members if they could attend the nonpublic at 4 p.m. Chairman Darling seconded the motion. ***The motion passed 4-0-0.***

Student Representative Timeline (Informational)

Interim Superintendent Magoon stated that the high school principal was putting out an “ad” for a student rep. If more than two candidates applied, there would be an election. If not, the two that applied would be student representatives on the School Board. This will be completed by September 27, 2022.

Snack Shack Update

Interim Superintendent Magoon stated that the snack shack will be ready for the first football game. The only thing that will not be completed will be the tower on the top. Electricity and the speaker system will be in and running.

ESSER Funds Update

The school is required (by federal law) to update their in school instruction plan every 6 months. She said several previous cycles have not been done; she has started to complete them (it hasn't been done since June 2021). She explained the process and the work she has done to update Newport's plan. She answered all questions from the Board.

Budget Revenue

Diane Mulholland, Finance Administer; gave information on the financial documents the Board had received. The 2022 MS-24 and 2022 MS-22-R documents the School Board members will sign. They will then go to the Department of Revenue Administration (DRA). She answered all Board questions.

Transportation

Interim Superintendent Magoon stated she would like Transportation put on the September 22, 2022 School Board agenda. She explained that currently students are dropped off at their homes. Due to the bus driver shortage they are looking into returning to having bus stops to reduce bus run times. The same thing will go for the Goshen tuition students. All Board members questions were answered.

New Hires

Chairman Darling moved ***to hire Middle School Physical Education and Health Education teacher Ms. Jenny***
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Smith, BA, Step 1at \$36,467.00. It was seconded by Mr. Morris. ***The motion passed 4-0-0.***

Resignation none

Policies First Reads (None)

Communication:

Administration:

Interim Superintendent Magoon stated there were great opening days. She reiterated the additional jobs that Newport teachers were doing at this time. She also informed the Board of backpacks and school supply donations Newport received for students of all levels. Donations will be saved for the next Apple Pie Crafts Fair give away. Interim Superintendent Magoon stated her desire to have the school participate in all community activities. She shared information on the free/reduced lunch program in Newport. So far 49% of students who applied are eligible for the program. Any parents in need of assistance should call their child's building for help.

Board

Mr. Spaulding, Sr. had nothing to share at this time.

Mr. Beard stated fall sports have begun. He asked people to go out and support the Newport teams. Newport needs teachers; we don't want to lose the ones we have due to burnout.

Mr. Morris said he said when he was running that people had to be held to account. In the high school handbook the District allows students to fail one class and still play sports. That policy concerns him. His philosophy is that it is a privilege to play; not a right (no pass, no play). Education is the most important part of a student's career. Next year he will be looking forward to having this discussion.

Chairman Darling thanked Mr. Rieseberg and the Selectboard for attending the meeting. She looked forward to planning their next joint meeting.

Non-Public meeting RSA 91-A:3 II (c) and RSA 91-A: II (a)

Chairman Darling moved that the Board to go into nonpublic ***under RSA 91-A:II (c)Matters which may affect the reputation of another and RSA 91-A: II (a) the dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.*** It was seconded by Mr. Beard. ***The motion passed by roll call 4-0-0.***

The public meeting adjourned at 7:18 p.m.

Respectfully submitted,

Maura Stetson, Recording Secretary
Approved on: September 22, 2022

The next regular School Board meeting will be September 22, 2022