

**WINCHESTER SCHOOL BOARD**  
**JUNE 18, 2020**  
**WINCHESTER SCHOOL GYMNASIUM**

Board Members Present: L. Picard, T. Perkins, J. Rokes, Todd Kilanski arrived at 7:24pm.

Board Members Absent: V. Cole

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

The meeting was called to order by L. Picard at 6:32pm.

L. Picard advised, with agreement of the Board, citizens comments would be held at the end of the meeting.

L. Picard advised there will be no live stream questions unless citizens expect to be answered at the next meeting; just streaming to stream it.

**MINUTES:**

**L. Picard MOVED to approve the 4/2/20 public and non-public minutes; SECONDED by: T. Perkins, VOTED: 3-0, MOTION PASSED.**

**L. Picard MOVED to approve the 5/21/20 public and non-public minutes and 6/4/20 public and non-public minutes; SECONDED by: J. Rokes, VOTED: 3-0, MOTION PASSED.**

K. Dassau explained the Winchester School will be partnering with the Winchester Learning Center who will provide services for morning and afternoon Kindergarten. We will be working together so the Winchester Learning Center can provide services for a temporary one-year period during the day care portion of the day.

In V. Carey's absence, Amanda Nordberg explained Kindergarten students are coming in on Monday and Tuesday; will get information to parents and do screenings early.

**BUSINESS MANAGER – M. Henry:**

\*Manifests approved during Zoom and the MS-22 now need signatures.

\*Distributed 2019-2020 year-to-date financials. M. Henry advised she can't stress enough that these numbers are not final; reviewed with the Board. She thinks we will end at a little under \$200,000 – pre-audit.

\*Explained COVID 19 monies are going into another Grant Fund like Title I and Title II funds. They are not in the budget bottom line. There were some places that they were able to save money, for example with electricity and oil. If we do see any savings it will be very small because we are still paying contractual obligations such as First Student. They are sending a return for the gas not used and the disposal company is giving us a return for the lack of dumpster use. If COVID monies are not exhausted they go back; can't be added to the bottom line. There are specific items that they can be used for. Grant money is accessible through September 30, 2021.

M. Henry needs to put in the request for the grant monthly.

L. Picard had questions on the financial information with regard to the Capital Reserve - Line 210.

M. Henry advised could go to the Regular Budget Line 209.

I. Spencer reviewed the fuel analysis spreadsheet with the Board. There would be a savings of over \$16,000. He is very excited to see what we do with the full swap to propane. We are extremely low on oil; about 3,000 gallons combined in all three tanks.

\*The Board received the Capital Asset Policy for review.

\*M. Henry picked up 54 more Chrome Books that were donated. Thanked Will for that. The donation puts Chrome Books in the hands of the lower grades. She will get a thank-you card to the Board to sign.

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

\*Need for non-public session – two resignations and one hire.

\*The Board reviewed the meeting schedule for July and August. After discussion, the Board agreed to meet once

in July on the 16<sup>th</sup> and on August 20<sup>th</sup> with a tentative meeting set for August 13<sup>th</sup>. L. Picard wants to have a conversation at the first August meeting about an outline for the budget.

\*K. Dassau and M. Henry met with members of the ACCESS Board. Set talking points regarding monies owed to the district. Their budget is already set for this year. They will meet next Wednesday to discuss further.

J. Rokes advised the Joint Loss Committee met and discussed projects; third floor, roof, boilers, etc.

I. Spencer explained they need to replace aging oil tanks; going over to propane. Need to be in compliance, which we are not currently, so when removing the oil tanks can then apply for waivers.

**J. Rokes MOVED to approve the removal of the oil tanks and apply for a waiver and remove the (dirty) dirt; SECONDED by: T. Perkins, VOTED: 3-0, MOTION PASSED.**

I. Spencer reviewed the Summer projects being done with the \$550,000 Warrant Article; replacement of the central boiler and Thayer boiler. It has been started while the kids are not at the school, but the company knows we can't be invoiced until the next fiscal year. The roof over the gym is scheduled for the second week of July. The third floor project is not really rolling yet, but is staged. There will be a few things done over the Summer, with some items left that can be done with the kids here. With the Capital Reserve funds will be doing four Univents in the Fifth grade classroom area; front sidewalk concrete in the second or third week in July. They have postponed having the gym floor done. With lack of sports teams there has been no blistering up of the floor. It will be okay to hold gym in there.

I. Spencer explained through the State of Emergency funding they are applying for, he is hopeful that they can do an upgrade project for proper air flow. It won't be done until next Summer. but needs to be done in the Elementary school and a few other areas. Adding a lot of equipment that will be put into our current control system and would add ERU's to each of the 22 classrooms and four rooms in the specials areas. The system swaps air and brings in fresh air. Won't blow 50 degree air, would be 68 degrees. The project would be 100% funded. It would be a huge savings to taxpayers that if not approved and done next year, would still need to be done later on.

M. Henry explained they applied in April. Not sure what the timeline is.

L. Picard looks forward to an update. Encourages the Board to come to the Budget Meeting and sit in the audience. The first meeting is July 7<sup>th</sup>.

### **COMMITTEE REP. REPORTS:**

#### **Policy Committee:**

L. Picard advised she and T. Perkins need to do some Policy work.

#### **Negotiations:**

The Board will receive an update on Negotiations in a non-meeting tonight.

M. Henry advised they are getting supplies from the State for masks, sanitizer, gloves and shields for free. She can apply every two weeks.

### **BOARD CHAIR REPORT – L. Picard:**

L. Picard entered into the record the Accounts Payable Manifest from 5/21/20 in the amount of \$278,207.10.

L. Picard entered into the record the Accounts Payable Manifest in the amount of \$150,000.

T. Kilanski arrived at the meeting at 7:24 pm.

**L. Picard MOVED to approve the Accounts Payable Manifest dated 6/18/20 in the amount of \$254,328.53; SECONDED by: T. Perkins, VOTED: 4-0, MOTION PASSED.**

**L. Picard MOVED to approve the Payroll Manifest in the amount of 6/22/20 in the amount of \$59,909.29; SECONDED by: T. Perkins, VOTED: 4-0, MOTION PASSED.**

L. Picard entered into the record the Payroll Manifest dated 6/12/20 in the amount of \$235,907.09.

**L. Picard MOVED to add the Capital Asset Policy DCA to the Winchester School District policies; SECONDED by: T. Perkins, VOTED: 3-0-1 (T. Kilanski – abstained), MOTION PASSED.**

**CITIZENS COMMENTS:**

Emily Henderson advised she is ending as a Kindergarten teacher and starting as a Fourth grade teacher and is president of the Winchester Teacher's Association. She asked if the air flow work will help with the smells in the building.

Ian Spencer advised it would; it helps in many ways.

Emily Henderson explained remote learning was an event. It was a different, brand new experience. She has a lot of concerns if they need to restart remote learning. It is very worrisome that there were kids she didn't hear from after 3/26. Kids she needed to see weren't logged in. She spent hours upon hours researching and planning a way to reach kids and then they didn't show up. Understands families are dealing with other issues too, but she is concerned going forward. She learned how important it is to have a team; felt she wasn't alone. She feels it is not the best educational environment for a lot of students. She is very saddened; have lost a lot of caring staff members. It came down to salaries and leaves a lot of staff here thinking are we foolish for staying? There is not one team that was not impacted by resignations and RIFs. She worries about the newness factor in remote learning. Given the variables coming back, it will be a real challenge. Morale is low; worries if we don't see a turnaround it will only get worse. Feels everyone deserves better.

Ben Kilanski thinks I. Spencer did awesome work on the fuel analysis. When pulling tanks, are you working with DES so it is done properly?

Ian Spencer – Yes.

Ben Kilanski asked about COVID 19 reimbursement money.

M. Henry advised the monies are sitting in a separate fund. It's a Grant that is spent and put into another fund; not the general fund. It is coming from the same pot, but never hitting the general fund. When spent, it is expensed in the Grant fund.

B. Kilanski feels it doesn't make sense that it wouldn't be in the operating budget.

M. Henry advised the Grant doesn't cover Zoom for example and not employees unless they are specifically hired for dealing with COVID 19.

L. Picard advised the Town is different.

M. Henry – Monies are being pulled out of the regular bank account, but expenses go through the Grant.

K. Dassau – There are no appropriations.

L. Picard – If looking for an accounting for COVID expenses, M. Henry is updating it every month. There is a different balance sheet then the regular operating budget.

B. Kilanski – COVID 19 money – Is it possible with the school's money to purchase recording equipment?

M. Henry – Yes, would need to look at the \$312,000, but there are students that need extra help now, who are behind with remote learning.

L. Picard reminded Administration that if there is a quorum at the Budget Committee Meeting, it would need to be posted.

Ben Kilanski – With regard to the financials, are you confident you can get a closer number?

L. Picard - No, will never say it is a final number until the audit is done. Thinks that is a conversation for the Budget Committee.

L. Picard advised this is probably the document that will be presented.

Ben Kilanski asked for information regarding the negative unreserved balance.

L. Picard advised she explained it at the Selectboard meeting and Tim Green presented information at one of the School Board meetings.

M. Henry explained 2.5% lapses each year if not voted on. There was no money in there. That is why the fund balance was negative.

Amanda Nordberg advised a parent had heard that there is a plan in place to get busses for the high school.

L. Picard explained the plan is parents of Ninth to Twelfth grade students should make a plan to get their students to school. There is no money in the budget for busses.

Barbara Depew strongly suggests we put money in the budget for transportation. Feels that is the time for kids to socialize with other students.

Barbara Depew advised she has received comments and questions from citizens. A lot is not positive, communication-wise. There has not been a lot going out after the vote. She feels it leaves a lot of angry, disappointed people trying to find answers. People aren't coming to the Board meetings. How do we communicate better? There are quite a few saying they are searching for other schools. Feels we have the best staff/administration. Best learned teachers in the State. She is afraid we will have to close the school.

L. Picard explained the budget was passed by the voters; was not the budget put forward by the Board. There is absolutely a void with things missing from the budget. Advised she will personally continue to fight for what was cut, but the voters need to vote.

L. Picard explained except for this month, have been zooming/live streaming the meetings since the Deliberative Session. Anyone saying they are not informed is not doing their due diligence to get information. There are many opportunities to get information. Need to do their part as well.

Emily Henderson has also heard people say there is a plan for bussing.

L. Picard advised there are about 154 students at the Junior High.

Emily Henderson advised she logged into the live stream. There were 15 people logged on (including her and six people in the audience).

Budget Committee Meeting dialogue starts on 7/7/20. It is a Public Meeting.

Ben Kilanski advised the Budget Committee has never met this early. Had quite a few conversations with the Chair of the Budget Committee and the Town. This year the intention of the Budget Committee is to start right after the fiscal year-end and meet once a month and then twice a month, if needed.

Amanda Nordberg asked if it is possible that the Budget Committee members could come to a Board Meeting.

Ben Kilanski advised yes; he will be here as the Selectboard rep.

T. Kilanski asked if the State sent out surveys regarding COVID and remote learning.

Emily Henderson – Yes, three.

T. Kilanski – That is the time to express input.

K. Dassau advised the State survey was deemed invalid.

J. Rokes asked about the minutes and why the last ones on the website are from March.

L. Picard explained they could not go up until they were approved and there were delays. They have now been approved and will go on the website.

**L. Picard MOVED to go into non-public session at 8:05pm under RSA91-3 ( c ); SECONDED by: T. Perkins, VOTED: T. Kilanski – yes, J. Rokes – yes, T. Perkins – yes, L. Picard – yes., MOTION PASSED.**

**L. Picard MOVED to leave non-public session at 8:22pm; SECONDED by: J. Rokes, VOTED: T. Kilanski – yes, J. Rokes – yes, T. Perkins – yes, L. Picard – yes, MOTION PASSED.**

**L. Picard MOVED to seal the minutes of non-public session for two weeks - until the individual hired accepts the position and the two resignations have announced it; SECONDED by: J. Rokes, VOTED: 4-0, MOTION PASSED.**

The Board discussed the impact of the budget.

**L. Picard MOVED to adjourn the meeting at 8:39 pm; SECONDED by: T. Perkins, VOTED: 4-0, MOTION PASSED.**

Respectfully submitted: Peggy Higgins, School Board Secretary