

**WINCHESTER SCHOOL BOARD**  
**AUGUST 20, 2020**  
**WINCHESTER SCHOOL GYMNASIUM**

Board Members Present: L. Picard, T. Perkins, J. Rokes, Todd Kilanski  
Administration Present: K. Dassau, V. Carey – via zoom, M. Henry, I. Spencer

The meeting was called to order by L. Picard at 5:05pm.

L. Picard advised the Board received six letters of interest from people interested in filling the open Board position: Kevin Bazan, Barbara Depew, Kevin Dunn, Emily Holmes, Matt Santonastaso and Dennis Murphy.

The Board asked questions of each candidate regarding experience, community involvement, whether or not they felt they had the time to commit fully to meetings, committees and the budget process and how they feel about the role of social media.

When the Board finished interviewing each of the candidates, **L. Picard MOVED to go into non-public at 5:36pm. to discuss the School Board Candidates; SECONDED by: T. Kilanski, T. Perkins – yes, J. Rokes – yes, T. Kilanski – yes, L. Picard – yes; VOTED: 4-0, MOTION PASSED.**

**L. Picard MOVED to leave non-public session at 6:16pm.; SECONDED by: J. Rokes, VOTED: 4-0, MOTION PASSED.**

L. Picard advised in non-public session the Board made a nomination for the vacant School Board seat. She thanked all candidates. She was pleased that the Board had really great options. Emily Holmes was elected to the open position and will need to be sworn in. Dennis Murphy advised he could swear Emily Holmes in tonight. She can advise the Town Clerk that Dennis Murphy swore her in.

The Board also discussed a nomination for a new school nurse for the upcoming school year.

**MINUTES:**

**L. Picard MOVED to approve the public minutes of 8/7/20; SECONDED by: T. Perkins, VOTED: 4-0-1 (E. Holmes – abstained), MOTION PASSED.**

Natalie Quevedo and Dan came to the meeting on behalf of the Sports Boosters. Explained they have raised upwards of \$18,000; planning to fundraise all year long until they reach their goal. They are here to foster the relationship with the Board and to ensure students can take part in Sports as in the past.

Explained they want to work with the Board to navigate Fall Sports. Many schools have not yet decided on Sports. The Booster Clubs' is planning to offer Boys Soccer, Girls Soccer and Cross Country – have 30 students interested. Plan to do competitive Fall sports using CDC guidelines. If not able to, will do skills training. Natalie Quevedo outlined the guidelines required by the CDC with the Board.

Right now they are looking at practice starting on September 8<sup>th</sup> and games on September 18<sup>th</sup> for Boys' and Girls' Soccer and Cross Country.

Natalie Quevedo explained these dates are very tentative as they are waiting to hear back from other schools.

Would need field five days per week, dumpster for trash, would like to borrow uniforms from school with policy and document to parents/guardians requiring their signature, borrow sports equipment and develop a policy with the school.

If the Board votes no on Fall sports, asking them to consider rental agreements

Use of shed for equipment storage – develop agreement with school.

No request for use of facilities for the Fall. Would like a vote on putting a port-a-potty on school property.

The Boosters Club is looking for a vote from the Board tonight regarding Fall Sports.

Dan advised they are here to invite the Board to a meeting with parents, community members, family, etc. Need new, fresh faces; they will take all the help they can get.

Natalie Quevedo feels it was horrible that the budget was cut 1.6 million and kids can't play Sports. Can cover Fall Sports and will continue to fundraise; definitely collaborating with the Board is in the best interest of kids.

L. Picard thanked the Club for coming to the meeting, for all of the work that went into the presentation and efforts in fundraising.

L. Picard advised the Board would need to go back and be sure we have proper policies and policies as part of COVID.

Natalie Quevedo advised they have a \$2,000,000 insurance policy; will send copy to M. Henry.

Ian Spencer advised his two biggest concerns were addressed tonight; the care/maintenance of the fields and a port-a-potty so they wouldn't have to have someone opening up the school.

Natalie Quevedo advised they are also looking for use of the limer; will provide the lime.

M. Henry needs to check on the equipment part of the plan. Will the insurance company allow it and what do we need to do to make it happen?

Natalie Quevedo will send a COI to M. Henry tonight.

L. Picard advised this only gives us a couple of weeks to come up with policies before the kids go to the field.

**L. Picard MOVED to approve Fall Sports contingent upon following up with insurance and developing and having policies in place by September 8, 2020; VOTED: 5-0, MOTION PASSED.**

L. Picard advised the Board will want the legal department to review the policies/agreement. Natalie Quevedo will forward policies to L. Picard and she will forward them to M. Henry, K. Dassau and E. Holmes for review.

The Board took a brief recess at 6:50pm.

The meeting reconvened at 6:59pm.

#### **PRINCIPAL'S REPORT – V. Carey:**

\*Received surveys back from parents. Administration now knows 25% of students will be doing remote learning and 75%, the hybrid plan. Only 41% need transportation. With these numbers, we can offer at least two days of instruction to all students in the hybrid plan, some will have up to four days. Most identified students will have three to four days of in person instruction. Those students without internet access can do remote learning here with assistance from the staff.

\*Hope to get schedules done as soon as possible so they can get them out by Monday. A lot of people have been putting in a lot of time on this.

\*Continuing to work on the reopening plan. V. Carey explained we are using information from the NH School Nurses Association plan; to supplement our plan. She is anxious for the nurse to start next week. She will have her plan for the Board for the next meeting.

L. Picard asked with students who are doing full remote learning, will you be benchmarking to see if it makes sense for kids to come back.

V. Carey explained the School needed a commitment for the first trimester; asking them to continue with the plan students' chose. Staff will deal with issues that come up and get a plan to bring students in. Also, it is always a possibility that students could go to remote learning. Hoping for minimal changes.

V. Carey thanked the Winchester Police for doing welfare checks to those families the School couldn't reach and for everyone who helped with the surveys. Looking forward to seeing a final plan and glad they could take this through a step-by-step process.

T. Perkins asked about a procedure for students in hybrid and remote learning plans? Will they be taught the same stuff? Does the teacher need to teach it twice?

V. Care explained it would be dependent upon the grade level and how many students are out remotely. In some cases, a teacher could support a small number of remote students and then they would participate with the class on remote days. If the teacher is interested, they could set up zoom and do it with their in-person class.

L. Picard asked if it would be new learning every day.

V. Carey – Yes; won't just be practice and worksheets.

L. Picard – So they will be engaged with regular curriculum.

V. Carey advised the school has hired a new Receptionist, Sheena Bushee. She has started in the main office. She appreciates staff showing her support.

#### **FACILITIES MANAGER'S REPORT – I. Spencer:**

\*I. Spencer explained there is a lot going on; a lot being worked on. Have finished projects including the gym roof, front

side walk repair, chimney work, removal of oil tanks and the mechanical portion of the HVAC system is 90-95% done. Still need to finish up HVAC, more chimney work and the Fire Chief needs to test the new propane tanks, Next week they expect clear guidelines from FEMA regarding Grants. Will be doing it at the State level; they are very glad to work with the Winchester School District.  
Ian Spencer will e-mail J. Rokes and T. Kilanski when he has information to share.

**BUSINESS MANAGER'S REPORT – M. Henry:**

After a question on the Manifest by T. Kilanski, **L. Picard MOVED to approve the Accounts Payable Manifest of 8/21/20 in the amount of \$307,057.13; SECONDED by: T. Perkins, VOTED: 4-0, MOTION PASSED.**

**L. Picard MOVED to approve the Accounts Payable Manifest of 8/20/20 in the amount of \$7,026.50; SECONDED by: T. Perkins, VOTED: 4-0, MOTION PASSED.**

**L. Picard MOVED to approve the Accounts Payable Manifest for the final Keene tuition bill for school year 2019-2020 in the amount of \$788,541.37; SECONDED by: T. Perkins, VOTED: 4-0, MOTION PASSED.**

**L. Picard MOVED to approve the Payroll Manifest of 8/21/20 in the amount of \$117,632.18; SECONDED by: J. Rokes, VOTED: 4-0, MOTION PASSED.**

**Budget Development Update:**

M. Henry reviewed where we are in the budget – 77% has been spent out of the budget. In school year 2019-2020 – 99% was spent. That can change based on the audit. We have a deficit of \$385,000 plus an \$88,000 deficit; monies left will go back to fund the general deficit. The deficit occurred by over returning funds as explained by the auditor. There are still some invoices and a few bills trickling in. These are not final numbers. M. Henry will update the Board each month.

K. Dassau advised this is the template of the document the Board will receive monthly and use for comparison.

M. Henry explained the 2020-2021 budget does include the estimated Keene tuition for the new school year. They expect about 10 additional students attending Keene from Winchester than what was budgeted for. M. Henry will re-adjust the budget number when we get the bill.

L. Picard explained the number we know now is never a guarantee  
The Board can review and come back with questions.

The Board received the list of reductions made to the budget so they can review and decide what they want to put in when they are building the new budget.

Administration asked the Board to come back with a list as to what is important and then will have a conversation and start the budget on 9/17/20.

T. Perkins asked about the school bus contract.

M. Henry advised they are close; waiting to see how many kids will be taking the bus and looking to work out the clauses.  
Will send the Board the contract to read.

L. Picard asked Natalie Quevedo, when looking at the list of what's important for the budget, is the Booster Club's plan to fundraise and support Sports or to supplement it.

Natalie Quevedo advised they are hoping not to need to do fundraising next year.

L. Picard – So if the school is able to do Sports, the Booster's Club would do things we are not able to do.  
Natalie Quevedo – yes.

L. Picard explained we have used 77% of our budget and we don't have kids in the door yet.

M. Henry – Need to be fiscally responsible when building a budget. It will be a tough year.

L. Picard explained it is not fiscally responsible to be overspent in the budget so that we can't adequately support it.

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

K. Dassau advised will discuss the Nurse in non-public.

K. Dassau shared with the Board that his wife was chosen as Hometown Hero by WMUR for the Feeding Tiny Tummies Backpack Program. There was a parade starting at the school and going to Applewood Nursing home. Feeding Tiny Tummies currently distributes between 45 and 60 backpacks of food and learning materials to Winchester residents each week. Before COVID the number was up to 80.

T. Kilanski took part in the parade and rode with Ribby from the Swampbats. The residents of Applewood and parents were surprised; they didn't know it was happening. Everyone helped to handout goods.

L. Picard spoke about NHDI. She went to the end-of-the-year performance. Winchester was thanked many times. V. Carey and I. Spencer helped keep the building clean, opened up the school, etc.

L. Picard thanked V. Carey and I. Spencer and everyone involved for putting out their best efforts. They were very attentive to COVID guidelines at the end of the year performance as well. Directors and staff said very positive things about our school.

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

L. Picard asked if we had any feedback from the Attorney handling the lawsuit.

K. Dassau advised the lawsuit has had many extensions. Believes the first hearing is in September.

L. Picard explained a new property tax formula was unveiled. Richer towns in the State pay less taxes than other towns. With the new formula, 74% of towns would pay less.

L. Picard encouraged members to read up on the proposal. They have been saying it for years; we are doing the best we can to educate students and have been burdened by high taxes.

Selectboard meeting is next Wednesday. Emily Holmes will join L. Picard at the meeting.

Will advised the Selectboard about:

Budget planning

Return to School Plan

Facilities project update

L. Picard will send a thank you for the Town's payment. She will let Karey Miner know there will be a meeting on 9/17/20 to begin budget discussions.

K. Dassau advised there will be a non-meeting after the Board meeting is adjourned.

L. Picard reminded the Board that their homework is to review the list of reductions and give feedback. What is the member's priority to add back as part of the new budget? Board members can reach out to M. Henry for a copy of the budget.

The budget is also available on the website under documents. The budget is in the annual report.

**CITIZENS' COMMENTS:**

Amy asked the name of the new nurse.

K. Dassau advised Donna McConnell.

Joan Franklin asked about transportation for the hybrid model.

L. Picard explained all transportation is likely.

**J. Rokes MOVED to adjourn the meeting at 8:00pm; SECONDED by: T. Kilanski, VOTED: 5-0, MOTION PASSED.**

Respectfully submitted,

Peggy Higgins  
School Board Secretary