

**WINCHESTER SCHOOL BOARD MEETING  
SEPTEMBER 17, 2020  
WINCHESTER SCHOOL GYMNASIUM**

Board Members Present: L. Picard, T. Kilanski, J. Rokes, T. Perkins, E. Holmes  
Administration Present: K. Dassau, V. Carey, M. Henry, I. Spencer

The meeting was called to order at 6:34 pm. by Chair, L. Picard.

**MINUTES:**

**L. Picard MOVED to approve the Public minutes of 9/3/2020; SECONDED by: T. Perkins, VOTED 5-0, MOTION PASSED.**

**PRINCIPAL'S REPORT –V. Carey:**

School opened on Monday with Monday/Tuesday and Wednesday/Thursday sessions. Kindergarten and Pre-School will come in tomorrow and students needing additional services. The kids are excited to be here. They are following directions, maintaining distance and adhering to new guidelines.

Monday/Tuesday and Wednesday/Thursday sessions use small rooms for specialized services or parts of rooms for those services. V. Carey is proud of students and staff. The hardest part has been drop off and pick-ups. She is confident that next week will go much smoother for students and bus drivers. The staff has been very flexible and adaptable. They will work on things that are not going as well and make them better. Some students are working fully remote; will monitor and adjust as needed. The nurse is doing a great job. She has been proactive and supportive. There has been great collaboration between new staff and our current staff. A huge kudos to all staff, students and parents who have prepared kids for what they need to do.

V. Carey had to leave the meeting @ 6:50pm.

**BUSINESS MANAGER – M. Henry:**

- \*The audit will begin on Monday and will take three to four days.
- \*The Food Service waiver has been extended by the State for the Summer program. There is more money through the waiver than CEP. M. Henry reiterated that they need to stress that everyone needs to fill out the free lunch forms even if they don't think they qualify.

After questions by the Board, **L. Picard MOVED to approve the Accounts Payable Manifest in the amount of \$66,364.30; SECONDED by: T. Perkins, VOTED: 5-0, MOTION PASSED.**

**L. Picard MOVED to approve the Payroll Manifest dated 9/18/20 in the amount of \$200,384.66; SECONDED by: T. Perkins, VOTED: 5-0, MOTION PASSED.**

**FACILITIES – I. Spencer:**

- \*Most Summer projects have been wrapped up except for HVAC work, electrical and programming needs to be completed plus some work in four additional rooms.
- \*Final soil samples from removal of the oil tanks have been tested and came back clean.
- \*Plow bids – I. Spencer recommends going with Leonard W. Lawrence Excavating

After discussion, **T. Kilanski MOVED to accept the snow plow bid from Leonard Lawrence Excavating; SECONDED by: J. Rokes, VOTED: 5-0, MOTION PASSED.**

M. Henry explained she received an e-mail from FEMA. They changed their guidelines at the eleventh hour and the items we requested funds for won't be covered because we have Cares monies. The Town allowed us to put July/August expenses of \$19,000 in with theirs. It was very gracious of them. It needed to be done quickly.

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

\*Non-public session is needed tonight.

\*Administration has been working to address budget priority items received from the Board. After they go through those they will need agenda items and a revised calendar.

### **SCHOOL BOARD CHAIR COMMENT/REPORT:**

L. Picard explained the Board voted to allow the Boosters to use the facilities, etc. Will sign the contract; signed off on the insurance.

School Board Association – It is a hard time for training. L. Picard advised new members to reach out to her. She can put them in touch with the correct people if anyone has questions.

### **The Board began review of the budget at 7:00 pm.**

### **BUDGET REVIEW:**

M. Henry broke down five of the high priority lines in the list of priority items received from the Board, reviewed and answered questions.

K. Dassau advised they are trying to anticipate student participation through June, 2022.

M. Henry advised KHS enrollment is a rough estimate; it is now more in-line with the number budgeted, but higher in the number of Special Education students.

K. Dassau - In the monthly report from M. Henry we will see students moving in and out.

K. Dassau advised they are looking for some agreement tonight and with the Board's approval would start putting these numbers in the appropriate lines and building the budget with these items.

K. Dassau reviewed market adjustments for staff to keep the Winchester School District competitive. Administration is looking for some directive as to how to approach the 20 items on the list.

M. Henry reviewed the list of positions identified last year. The Board/Administration felt they should be more competitive. They now realize the School Nurse is a BA position often based on school size. They can look positions up on the State website.

The Board received a list of budget additions for 2021-2022 and M. Henry reviewed.

We are now paying a lot more for Psychologist services through an outside agency; would be a lot less if we could get a hire in that position. It was the second year that we were unable to hire a Psychologist. Administration's preference would be to hire someone.

Ian Spencer distributed a handout and reviewed the justification for additional Custodial staff with the Board. He has a complete breakdown if anyone wants to look at it. His recommendation is to bring back one full-time Custodian. All are full-time positions but one is a supervisor who is only getting four hours of cleaning a day and also does four hours of maintenance. Custodians are hitting a critical shortage area.

K. Dassau explained he could give a percentage increase for the non-CBU persons discussed. Some are in a good place competitively. Could do percentage and/or market adjustment. The Board would set K. Dassau's percentage/adjustment and then he would do the others. Administration would do research to bring information regarding all other staff with regard to competitive wages; what other schools are paying, etc.

L. Picard advised knowing what the market adjustment looks like for the list of positions would be very helpful; Superintendent, Business Manager, etc.

M. Henry will pull information from surrounding and similar size districts to bring to the Board.

T. Kilanski feels both staff and residents would like to see that the Board is looking at this.

L. Picard advised there are still a handful of positions to look at including Out-of-District Coordinator, Special Ed position, IT, Guidance, Nurse, Speech, Assistance Principal and OT.

M. Henry feels they should also look at what those other positions are paying in other districts.

K. Dassau would also like to see a percentage from the Board.

After discussion, the Board agreed on a two to three percent increase.

L. Picard feels they should look at what three percent looks like and if that number looks a little scary or not relevant, they can relook at it.

**T. Kilanski MOVED to calculate the numbers at three percent for studying information; SECONDED by: E. Holmes;**

**J. Rokes made a friendly Amendment and E. Holmes SECONDED, to also calculate the numbers at two-and-a half percent, VOTED: 5-0, MOTION PASSED.**

K. Dassau thanked the Board for having the conversation. Administration will have data for them in their packets. He feels at the next meeting if they can get through positions and the rest of items on the list; that will be huge.

K. Dassau advised the Crossing Guard position will be put in for conversation along with the Board stipends. The Board can discuss and take a position on it.

T. Perkins would like to see what the numbers would look like when Paraprofessionals are added in.

K. Dassau – Could have conversations with a recommendation from V. Carey and Jen Heise.

K. Dassau will restructure the budget calendar and bring it back to the Board meeting. In the next packet will be an updated list of what will be discussed on 10/1/20.

L. Picard attended the Budget Meeting. She invited the Budget Committee to come to Board meetings. The target date to have the budget ready for the Board book and voted on by the Board is November 19<sup>th</sup>.

The Budget Committee will meet with the School on 12/1 and 12/8. The Selectboard has been advised of the dates several times. The Board meets afterward; The Budget Committee members could attend.

After discussion, the Board agreed to add an additional, tentative budget meeting, to discuss the budget only, on 10/22 at 6:30pm.

K. Dassau advised no non-meeting is needed tonight.

L. Picard reminded everyone we do have students through the Sports Boosters on our trails. The Facilities Manager has reached out to individuals to be sure students are safe using the trails.

Brendan Hubbard asked if all snow plow bids could be made public.

M. Henry advised there are only two bids.

Brendan Hubbard asked about non-CBU raises – are they based on merit.

M. Henry advised in most districts they are not based on merit, there is a percentage.

K. Dassau explained they have reduced staff by over 20%; clearly evaluations are done. We have staff and non-CBU; if merit or not and not satisfactory, wouldn't get an increase. They are based on performance and competitiveness.

Brendan Hubbard - How many districts did you reach out to for comparisons?

L. Picard - Jaffrey/Rindge, Hinsdale, Peterborough and Keene.

M. Henry – Also have to look at the size of the schools.

Brendan Hubbard wants to be sure there is enough of a comparison.

Natalie Quevedo – Talking about non-CBU - Why not give raises to teachers?

L. Picard explained teachers are part of the bargaining unit; that will be on the ballot in March.  
K. Dassau explained we are in the middle of negotiations. They are the ones that negotiate the rate; we are close. It is up to the public to accept or reject it.  
K. Dassau – Paraprofessionals are in a two-year agreement.  
L. Picard explained, we are talking about reinstating nine or so paraprofessionals positions. Because they are in the middle of a contract there was no change to their salary.  
K. Dassau – Discussing positions, not people. Where they come in is where they go on the scale. That is verified with the Union.  
K. Dassau – Negotiations are not public until there is an agreement and it is approved.  
Natalie Quevedo - Is the public able to advocate at all for staff and the teachers union?  
K. Dassau advised the Teachers Union have members that do that.  
Natalie Quevedo – Teaching positions here are not necessarily competitive; they make less salary and then are let go. What is to keep teachers staying here if they can find more competitive salaries elsewhere?  
L. Picard – The Union and Board is well represented and all are working toward the same goal of being as competitive as possible.  
K. Dassau – You need to trust the Union reps to do their jobs. Our legal rep does nothing but school law. You should go on line and look at teacher and support staff contracts.

**T. Kilanski MOVED to go into non-public session at 8:38 pm. under RSA91-A:3III (c); SECONDED by: J. Rokes, VOTED: J. Rokes – yes, T. Kilanski – yes, E. Holmes – yes, T. Perkins – yes, L. Picard – yes, MOTION PASSED.**

**L. Picard MOVED to leave non-public session at 9:20 pm.; SECONDED by: T. Perkins, VOTED: 5-0, MOTION PASSED.**

While in non-public session, the Board reviewed three contracts.

**L. Picard MOVED to adjourn the meeting at 9:20pm; SECONDED by: T. Perkins, VOTED: 5-0, MOTION PASSED.**

Sincerely,

Peggy Higgins  
School Board Secretary