

**WINCHESTER SCHOOL BOARD
WINCHESTER SCHOOL LIBRARY
MARCH 19, 2015**

Board Members Present: E. Jackson, K. Bazan, J. Cardinale, R. Horton, T. Croteau

Administration Present: J. Lewis, L. Schmidt

Absent: L. Spencer

The meeting was called to order by Superintendent, J. Lewis at 6:30pm.

J. Lewis opened the vote up to nominations for School Board Chair.

T. Croteau MOVED to nominate R. Horton as School Board Chair; SECONDED by: J. Cardinale, VOTED: 5-0, MOTION PASSED.

R. Horton took over the meeting and accepted nominations for Vice-Chair.

T. Croteau MOVED to nominate K. Bazan as Vice-Chair; SECONDED by: E. Jackson, VOTED: 5-0, MOTION PASSED.

Committee Assignments:

The Board will review the Committees, e-mail any they are interested in and come back to the next meeting to review.

School Treasurer:

Angel Jackson was sick; will come to the next scheduled meeting.

CITIZENS' COMMENTS:

J. Lewis advised the Board that Mr. and Mrs. Brideau were here to request that their two children be able to continue to attend Winchester school until the end of the school year. The family is moving to Swanzey at the end of March.

Mr. Brideau advised his oldest son has autism. This is the only school he has been to. Feels the bigger problem is with him, as he would have to move from the only school he has known to one school for two months and then move again to another school. He has an extended school year. He has a full day para; so he would have to shift everything three times.

E. Jackson – Is there a policy?

J. Lewis advised yes; it says it is up to the Board.

Jason Brideau advised his son is prone to regression. His other son could adapt easier if he had to go to Swanzey now. Their Mother advised she would bring one or both of them here they would not need transportation.

R. Horton feels they should speak with Monadnock. Feels it is also their decision.

Jason Brideau advised they discussed it with Cutler and they are fine with Joshua transferring now, but advised waiting would benefit their special needs child.

R. Horton feels J. Lewis needs to discuss this with Monadnock/Cutler.

E. Jackson feels it is not just a financial issue, could set a precedent.

J. Lewis will contact Cutler and e-mail the Board and get in touch with the family.

Sue Rice advised when her Step-Children moved in, they moved from Swanzey to Winchester. Swanzey let them stay as long as they had their own transportation.

Dennis Murphy, Town Moderator advised he had come to the meeting with a heavy heart; it was disturbing for him. Feels there needs to be a line between the anti-pipe line people and School Board members. Advised he was asked to bring questions to the Board regarding the following:

*Use of Robo Call for Pipe Line issue.

J. Lewis advised it was used to remind people to vote, not for the pipe line.

*Use of school postage and mailing supplies. The Board signed the letter that when out to Town Committees regarding the pipe line.

E. Jackson advised it was School Board business.

**"Illegal meeting" – Some people construed there to be a meeting as there were three School Board members outside the polls. Dennis Murphy feels the lines are blurred between what is anti-pipe line and what is School Board. Advised he

talked to the Deputy Secretary of State who advised there was nothing illegal. Wants people to perceive everything as positive.

E. Jackson feels those are pretty serious allegations. Asked Dennis Murphy how many people came to him?

Dennis Murphy advised eight.

E. Jackson and there were 651 there?

E. Jackson – Is it not my legal right to campaign for what I believe in? They came to you after the vote was over.

E. Jackson doesn't remember having three Board members there.

Dennis Murphy advised he is only hearing it after the fact; wishes he heard before. Advised he didn't see three Board members.

Dennis Murphy read from a print out.

E. Jackson asked for a copy.

Dennis Murphy advised it is not a letter, just his notes.

R. Horton advised the Board is very aware of what a quorum is. Three Board members live on the same street; their kids are in school together. It would make sense that they could be together. Advised he is upset that Dennis Murphy is here with allegations.

Dennis Murphy advised he is not here with allegations. Others didn't want to come in; didn't know why.

E. Jackson asked if the other issue that was brought to your attention, was that brought to the attention of public officials?

Dennis Murphy – Yes.

E. Jackson – Was it in the minutes?

Dennis Murphy – No. Advised it wasn't just Bill McGrath who said it.

Dennis Murphy advised people were unhappy with the van, the tent and the amount of space taken up. It would have been a lot easier for him if he heard before that there were three Board members out there.

E. Jackson feels in the future Dennis Murphy should direct the individuals to handle the situation themselves or advise them to put something in writing.

E. Jackson advised at least three members were anti-pipeline and the letter sent to Committees was signed by the whole Board.

Dennis Murphy feels the perception is cloudy.

R. Horton advised it will be taken under advisement.

E. Jackson advised Dennis Murphy to let people know if they have a problem, to come to the Board.

E. Jackson her personal opinion is that they wouldn't have said something if they didn't have an issue with the outcome of the vote.

E. Jackson – Would think people with decision-making ability should have come to us.

R. Horton – This Board feels confident that they absolutely worked within the guidelines they have in place as a Board.

Dennis Murphy advised he was sorry to bring it up.

MINUTES:

J. Cardinale MOVED to approve the Minutes of the 1/31/15 Board meeting as amended; adding as the first topic, *E. Jackson advised there was discussion regarding what the Board thought about holding the Deliberative Session on a Saturday. T. Croteau thought maybe it should go back to Thursday*; SECONDED by: T. Croteau, VOTED: 5-0, MOTION PASSED.

T. Croteau MOVED to approve the Minutes of the February 19, 2015 Board Meeting as amended; on Page 1, correcting the spelling of Karlos Baez and adding Grace's last name of Wiegand, SECONDED by: J. Cardinale, VOTED: 5-0, MOTION PASSED.

OLD BUSINESS:

J. Lewis reviewed three calendar options with the Board as a Second Reading.

T. Croteau feels they should keep two school vacations in for now and at some point could change it if they decide to.

R. Horton feels a future conversation would be to see how it would look to add five more days of education. It would need to be part of negotiations.

J. Lewis advised the cost would be more than \$71,000. Believes they need more school days.

K. Bazan advised his concern is with the snow; for many weeks the kids did not have a full week of school. He would like to continue to push for the March vacation only.

E. Jackson agrees with T. Croteau; Winchester would not be on the same schedule with Keene.

R. Horton would like to know how many kids it would effect.

J. Lewis suggests starting on September 1st and start data collection right away.

K. Bazan would like to hear from teachers as to how snow days affected kids' learning.

R. Horton – Do need to look at options.

J. Lewis advised they can survey options.

J. Cardinale MOVED to approve a September 1st start date for the 2015-2016 school year and include a February and April vacation; SECONDED by: E. Jackson, after discussion, VOTED: 5-0, MOTION PASSED.

Budget:

L. Schmidt asked the Board about \$70,000 in allocations in the budget.

Transportation - L. Schmidt advised she has been requesting a meeting with First Student since the beginning of February; they finally responded with a date. They will be meeting with Mr. Loeb also, on Monday.

E. Jackson wants J. Lewis to be copied on e-mails.

She explained if they are not satisfied with the information received, she will get an RFP.

T. Croteau is sick of First Student. Advised they have put out an RFP before, but only get the one quote. Explained he would like to see the cost of five busses, drivers, insurance, etc. What does it look like?

T. Croteau also wants to see how much it would cost for vans for Special Ed.

J. Cardinale advised when he looked at just busses it was three big and two little for \$200,000.

L. Schmidt advised she has asked for preliminary figures to be brought to Monday's meeting.

R. Horton asked the Finance Committee to come to the Board with recommendations as to where the \$70,000 will come from in the budget.

After discussion, the Board agreed to meet at 6:00 pm. on 3/26/15 for a budget work session.

Policy

T. Croteau advised he and K. Bazan met to discuss policies. They asked for clarification on Policy GFOA.

E. Jackson explained briefly, but feels they should get a copy of the complete description so the Board knows what they are voting on.

POLICY DFA AND POLICY DFA-R – SECOND READING:

The Board reviewed Policy DFA.

T. Croteau advised they found DFA-R hard to understand; feels maybe a financial planner could look at it.

L. Schmidt can look at a policy from other districts.

J. Lewis will be seeing Barrett Christina tomorrow. He will ask him for his understanding of the policy.

OLD BUSINESS:

Audit:

L. Schmidt advised she has been checking with Jared regularly. He was out last week due to health reasons. He hasn't looked at the information yet; will call Monday or Tuesday.

K. Bazan advised when they get this audit done he feels that should be it with these auditors.

E. Jackson wants to hear the other side of that. Feels maybe they could invite the auditors to a meeting.

Medicaid Billing Update:

The State has assured L. Schmidt that the billing will be processed with the highest priority once they receive the signature pages.

FINANCIAL REPORT:

The Board received L. Schmidt's report in their packet.

The Board received the February Report of Revenues and Expenditures and L. Schmidt reviewed.

J. Cardinale asked that the Board receive the Report of Revenues and Expenditures as part of the Board packet so they will have time to look at it before Board meetings.

L. Schmidt advised at this point, there is \$5,100 unspent for oil from the budgeted amount. Advised she spoke to the Town three or four weeks ago about oil.

T. Croteau – Advised they have a new Board; probably should check again.

T. Croteau was told it is foolish to get pre-pay; due to the quantity we buy, we would only pay a few cents over.

R. Horton – Could let the Town know we could pre-buy with them for the Ford Building, but not on the rest.

L. Schmidt advised the salad bar was implemented on Monday in the Middle School. They are now on both the Elementary and Middle School sides.

Nancy Dziedzic advised they have had a good response; it depends on what they are serving as to how many get the salad bar. The staff use it.

E. Jackson – A little over 10% are using it? What's on it?

Nancy Dziedzic – It changes daily; could be hummus, carrots, olives, croutons, cheese. Feels the Board should come in and have it. She thinks it is a good choice.

Nancy Dziedzic advised there are three options for lunch daily; the regular meal, alternate meal and salad bar.

MANIFEST:

K. Bazan MOVED to approve the Accounts Payable Manifest in the amount of \$241,824.39; SECONDED by: J. Cardinale, VOTED: 5-0, MOTION PASSED.

R. Horton asked D. Chamberlain to put sweeping of the parking lot on his radar.

D. Chamberlain advised they will try to schedule it for April vacation.

T. Croteau MOVED to add the Payroll Manifest of \$200,009.33 and Payroll Manifest of \$1,229.74 approved on 3/13/15 and a Manifest in the amount of \$5,229.44 for the credit card payment approved on 3/10/15, to the Minutes; SECONDED by: E. Jackson, VOTED: 5-0, MOTION PASSED.

E. Jackson thought the Board would only sign the Manifests outside of a Board meeting if it was for Payroll.

K. Bazan advised it was to avoid a late payment on the credit card.

L. Schmidt explained the bill came in during vacation, was with a bunch of other mail and it got overlooked.

The Board recessed the meeting at 8:12pm for a phone consultation with the attorney.

R. Horton advised the public that if it was okay with them the Board would go into non-public session after the phone consultation with the attorney and then go back into public session.

The public had no objection.

J. Cardinale MOVED to go into non-public session under RSA91-A:3 II(b) at 8:35 pm.; SECONDED by: K. Bazan, VOTED: E. Jackson – yes, T. Croteau – yes, R. Horton – K. Bazan – yes, J. Cardinale – yes, MOTION PASSED.

J. Cardinale MOVED to leave non-public session at 8:51pm; SECONDED by: E. Jackson, VOTED: K. Bazan – yes, T. Croteau – yes, R. Horton – yes, E. Jackson – yes, J. Cardinale – yes, MOTION PASSED.

R. Horton advised while in non-public session the Board discussed Personnel.

E. Jackson MOVED to seal the minutes of non-public session; SECONDED by: J. Cardinale, VOTED: 5-0, MOTION PASSED.

SUPERINTENDENT'S REPORT:

The Board received J. Lewis' report in their packet.

*J. Lewis advised he will be bringing a Student Attendance Policy proposal to the Board. It is at the beginning stages. Will be looking for Board support at some point.

*J. Lewis advised the water fountain is a hit; would like to put one on the Elementary side.

J. Cardinale MOVED to approve a new water fountain for the Elementary side; SECONDED by: E. Jackson, VOTED: 5-0, MOTION PASSED.

*Will be meeting with Keene High School on Monday. J. Lewis will push for the Tutoring Program.

*Luke Stauder is moving out West. They have someone they like for the position; don't know if they are interested.

*Spring Sports will go ahead – fence, field, etc. need work.

*Need to update the web page; have taken some steps on it. Will take new pictures; will add slide show.

T. Croteau advised they should do that when the parking lot is clean. Maybe they could wet it down in April.

J. Cardinale asked if they can add something to the contracts to protect the Board if a staff member decides two days before school not to come back.

R. Horton asked is that a contract item, policy item, etc?

J. Lewis will look into it.

COMMITTEE REPORTS:

Facilities/Joint Loss:

J. Lewis advised the Joint Loss Committee met; discussed accident reports and swipe cards. They have received a prescription from Dr. Walters to get EpiPens. They will get containers for them.

Duct work – J. Lewis doesn't think it has ever been cleaned. Don Chamberlain's team has done what they can do. Doesn't think his team can do the whole thing. Advised it is pricey. There have been three cases of lung cancer in the building. Did have air quality test; air was good.

J. Lewis advised they couldn't do all of the duct work at once, but thinks maybe a little at a time.
T. Croteau thinks could come out of the building fund.

Finance:

L. Schmidt advised she would appreciate a more active Finance Policy.

Legislative Action/Policy:

E. Jackson saw Henry Parkhurst; he advised laws are changing regarding education. Feels the Board should keep in mind to ask him here.

R. Horton asked about the stop sign that broke off.

J. Lewis called the Town Hall; waiting to hear back.

Negotiations:

Two contracts were passed. They both received lots of support.

Technology Committee:

E. Jackson advised Tech Meeting was on the 11th.

K. Bazan advised the following was discussed:

*Julian Stanway mentioned concern about documents and where they are stored on line; will contact Iron Mountain.

*Child Internet Act – Not in compliance.

*Power School is being sold.

CITIZENS' COMMENTS:

Sue Rice asked before the Board finalizes the calendar that they print it in black and white so they can adjust the color.

J. Cardinale MOVED to adjourn the meeting at 9:10 pm; SECONDED by: K. Bazan, VOTED: 5-0, MOTION PASSED.

Respectfully submitted,

Peggy Higgins
School Board Secretary