

**WINCHESTER SCHOOL BOARD
WINCHESTER SCHOOL LIBRARY
SEPTEMBER 18, 2014**

Board Members Present: R. Horton, J. Cardinale, K. Bazan, T. Croteau arrived at 7:00pm.; E. Jackson arrived at 8:24

Administration Present: J. Lewis, L. Spencer

The meeting was called to order at 6:34 pm. by Chair, R. Horton.

CITIZENS COMMENTS:

Mel Harrison advised the Grants are totally up-to-date. All reports for the last year and the first report for this year are up-to-date. She is very appreciative of L. Schmidt's hard work. Wished she was here tonight to tell her. Hopes with things caught up they can continue this way.

Mel Harrison advised that she, Jim Lewis, Lisa Spencer, Val Carey, Bambi Truesdell and Ellen got together to plan events to get the community together. There are four planned for this school year including a Pancake and Literacy Night on October 15th for Pre-K to Fifth grade; Casino Night in January for grades Six through Eight; Read Across America Week in March and a plan to make up Kindergarten kits. They will be asking for donations. We no longer receive a Grant to purchase the kits. Mel Harrison advised they would be glad to have the Board's participation.

Mel Harrison advised Title I is missing a lot of non-scholar supplies. She e-mailed L. Schmidt twice but has not received them. They are still waiting for construction paper, easels, easel paper and dice. The items were approved, but not received.

R. Horton advised they will be sure to find them.

Val Carey advised she went to the freshman football game at KHS; nice game – 36-0.

J. Cardinale MOVED to approve the public minutes of 8/28/14 as printed; SECONDED by: K. Bazan, VOTED: 3-0, MOTION PASSED.

J. Cardinale MOVED to approve the public minutes of 9/4/14 as amended, SECONDED by: K. Bazan; on Page 1 under Old Business, in the third bullet, changing the word enrollment to *adjustment* and on Page 6 under Citizen's Comments first line, adding the word *morning* before Pre-School, VOTED: 3-0, MOTION PASSED.

J. Cardinale MOVED to approve the non-public minutes of 9/4/14 as printed; SECONDED by: K. Bazan, VOTED: 3-0, MOTION PASSED.

OLD BUSINESS:

J. Lewis advised we do have a company for the web page. It is going well. They will close down e-mail this weekend to work on it.

Technology:

R. Horton asked if there were any major issues discussed at the meeting.

J. Lewis advised just little things; concerned about smart Boards. The warranties are running out. Need to keep up on them.

J. Cardinale feels they may need to stock up on parts.

J. Lewis advised the Technology Committee may need to address that.

Val Carey advised some of the Smart Boards are five years old and some three years old. They are basically obsolete. For the older ones it is hard to find parts. Maybe looking at something different is the way to go. Julian Stanway will present information at the next Committee meeting.

Val Carey feels buying lots of parts is not good if the boards are obsolete.

R. Horton - As long as they have a plan. Feels they need to be thinking ahead.

PIPE DRAIN:

J. Lewis advised they have begun the trench. The homeowner feels they are not doing it completely the way they should. Feels it will need to be done again in a few years.

After discussion, J. Cardinale thinks they are good with the way it is being done. Feels the Highway Department knows what they are doing.

NEW BUSINESS:

J. Lewis discussed Kindergarten screening. Feels students are not at the level they should be. Need to do something; can't continue this way. He is asking the Board to think about free Pre-School to prepare students.

R. Horton asked J. Lewis to work on the numbers keeping in mind transportation if we need to provide it. Budget time is approaching.

J. Lewis advised L. Schmidt is out sick; there is no Manifest. The Board may get a call to sign checks at some point.

T. Croteau arrived at the meeting at 7:00 pm.**Negotiations:**

R. Horton advised they will probably still meet for Negotiations without L. Schmidt. They will check with E. Jackson to see if she agrees.

R. Horton asked about late busses to Keene. What is our plan? This is one piece he doesn't think we have tackled and committed to; feels it is huge.

J. Lewis advised they are crunching some numbers. The bus goes back too early for sports. They have talked about a 15 passenger van.

R. Horton advised it is \$70 a day for the bus; need to see what that will do to the budget line.

J. Lewis advised when he and Jen go to KHS they can get information on that.

R. Horton asked why some days, students arrive at school at 7:05 pm. and other days at 7:18 pm. when they are leaving their house at the same time each day. Feels they need to be there earlier. They are looking at all outside factors that make it challenging at Keene. Is that the missing piece? R. Horton's feels they should put a late bus in the budget for four days per week.

L. Spencer feels they need to be sure it is time well spent. Asked J. Lewis to check with Jim Logan at Keene to see what would be the best days. She thinks three days a week is best. Explained on Fridays teachers don't stay late and one day during the week there are after school commitments.

T. Croteau advised he has some information from Student Transportation of America out of New Jersey. They do the transportation for ConVal. Advised they will tailor what we are looking for; could be all new busses or they could supply drivers for our busses. Advised he has the information at home.

J. Lewis will be at a meeting with the Superintendent from ConVal. He will ask him about it.

SUPERINTENDENT'S REPORT:

The Board received J. Lewis's report in their packets.

*Met with Attorney Phillips. He is glad to represent Winchester. He is investigating our contract with Keene.

*Met with Jim Logan at KHS. He and Jen will be going to Keene within the next couple of weeks to meet with Winchester students.

*Will be attending the monthly Southwesterns meeting on Friday. He will check with Barrett Christina on the status of the policy review.

*J. Lewis and J. Cardinale met with the Selectboard on Wednesday. They discussed the pipe drain, DOE25 and the Pickle Fest.

*J. Lewis would like to expand the sports program. Feels Cross Country would be an easy transition; discussed with the Board.

*Looking for Board members to read during Read Across America in March, 2015. He asked if members had grade preferences to let him know.

PRINCIPAL'S REPORT:

The Board received L. Spencer's reports in their packets.

*L. Spencer reviewed Pre-School scholarship with the Board; distributed information. Feels we should charge at least \$10.00 a week so there is an incentive for parents to keep their children in their spot. The teacher is willing to take more kids.

L. Spencer will work with Katie.

Val Carey advised 15 students is the absolute max in the class; better at 12 with six identified and six not.

The Board was in favor of the scholarship program for Pre-school.

Val Carey advised they have to serve identified three year olds; can't fill up to 15 spots without leaving room.

R. Horton asked if we went above that number, would we require another teacher.

J. Lewis – Yes; that would be a good problem to have.

Val Carey advised if they really fill the room up with kids who are identified, they would need additional equipment and adults and that fills up the classroom. Need to keep that in mind.

*Hired Kindergarten teacher Alison Caouette.

J. Cardinale asked how many paras are still needed.

V. Carey advised they need more than six now; have had two more students move in.

J. Lewis advised it is hard to get paras; the issue is benefits/wages.

Val Carey advised everyone around offers benefits; that's what she sees as the issue when they do interviews.

J. Cardinale advised they run the risk of being out-of-compliance.

J. Lewis advised they currently have other staff doing those jobs.

J. Cardinale asked what the dollar figure is to add benefits.

J. Lewis advised it is pricey. He and L. Schmidt just started looking at it.

J. Cardinale feels they need to look at it.

R. Horton advised looking easily at half a million dollars.

Val Carey feels they could look at contributing different amounts than they do with the teachers if the costs are too high.

R. Horton advised it would be part of Negotiations.

Val Carey – Lots of people are making it work, but students are not getting what they need. It is not a good situation.

J. Cardinale wondered if maybe they could offer more money and no benefits.

R. Horton doesn't think they would solve the problem that way. Health care costs are substantial.

R. Horton advised they will continue to talk about it.

*Trying to be proactive with discipline and talk to kids. Advised bus incidents are high. Danielle Milde can help L. Spencer compile an Incident Report for the Board.

L. Spencer will meet with Paula and Heather from the bus company about the busses for next year.

Danielle Milde advised the bus is available to kindergarten students who live half a mile or more away from the school; first grade and higher is one-and-a half miles and two miles for high school students.

J. Cardinale asked if there is a policy that says after so many write-ups/kick-offs the parents are responsible for transportation.

Danielle Milde advised yes; eight incidents for elementary students and six for older students.

Danielle Milde advised she makes phone calls and explains to parents what the next steps will be.

R. Horton feels the expectation should be included in the beginning-of-the-year packet.

L. Spencer advised it can be; doesn't think it has been.

R. Horton was told that students smelled marijuana in the halls at Keene and there was paraphernalia found on a bus.

R. Horton asked about staggering lunches; how is it working?

J. Lewis advised fifth and sixth grade is going well. They have switched things around a little in eighth grade.

J. Lewis was on lunch duty today. Advised a vast amount of kids were finished and waiting for the bell.

Sue Rice feels a lot of time that it takes to eat depends on the meal. By sending them to recess first, they are just sitting there waiting after they eat.

K. Bazan asked if there is a policy about riding bikes on school grounds. Is it enforced?

J. Lewis advised absolutely; they are supposed to walk their bikes off the property. They also see students without helmets.

Danielle Milde advised she has four helmets in her office if students need one.

K. Bazan advised if the students ride on the sidewalk it is an issue because little kids are walking there.

J. Lewis advised maybe they could move the bike rack.

COMMITTEE REPORTS:

Budget Committee:

Not started yet. J. Lewis will check with Jim to see when the budget needs to be ready.

R. Horton feels they need to think about work sessions.

J. Lewis will touch base with L. Schmidt to come up with dates.

Community Relations:

J. Cardinale spoke with Roberta about the Pickle Festival. There was only three weeks left to plan. Thought maybe the whole school could do one big section next year.

R. Horton – As part of the Community Relations Committee they should plan something for next year.

T. Croteau thinks Board members should be present to help out.

Facilities Committee:

J. Lewis advised flu shots will be given to the staff on October 9th. The Committee talked about EpiPens. They have some, but they are not in convenient places. They want to do something better. Need more and some for outside, too.

The Committee also talked about AED's. We have a couple; they should be outside, too. Feel they should move the one out of the nurse's office into the glass hallway area. The Committee feels they could use some more.

T. Croteau asked if that would be a Capital Improvement.

J. Lewis – Maybe.

T. Croteau advised the USDA does a Grant for defibrillators.

J. Lewis will look into it. Advised they will also need training

J. Lewis advised they need more key codes. Now there are three; at the end of the glass hallway, by the gym near the music room and at the end of the sixth grade hallway.

D. Chamberlain will look at prices. Advised there are no problems with the ones we have; they work great. Do have a battery back-up in case we lose power.

The next meeting will be December 18th.

Facilities/Joint Loss:

R. Horton advised the gym floor looks fantastic! Asked D. Chamberlain how long it took to do.

D. Chamberlain advised one full day and three hours for each of three days.

R. Horton – Should budget for half way through the year.

D. Chamberlain advised time is the issue. Need to keep boots off the floor.

R. Horton advised the ACCESS Program is doing Friday Night Hoops. Hope to get some kids ready for basketball tryouts.

Mel Harrison thinks it is a wonderful idea, but feels it might be at a time the gym is being used for dances, etc.

J. Lewis advised they had talked about that before; they know things will come up.

R. Horton asked about having a basketball tournament during Christmas break here. Thinks that would be great.

L. Spencer advised we were just invited to one in Keene.

Legislative Action/Policy:

K. Bazan advised Representative Molly Kelly apologizes that she was not able to be here tonight as the guest speaker. She does want to come.

After discussion, K. Bazan will ask her about November 20th to see if she is available then.

Negotiations:

Negotiations Committee met with the Support Staff. Things are going well. Friday's meeting was cancelled. R. Horton is concerned as it was one hour before it was scheduled to start. They have a meeting tomorrow.

T. Croteau advised an Alumni Dinner-Dance will be held on October 11th at the VFW.

CITIZENS' COMMENTS:

Sue Rice asked if we are contracted with First Student or could we go with someone else like Tucker.

R. Horton advised we are looking at other options.

Sue Rice asked if cheering is looking to be a school supported sport.

R. Horton advised the feedback he received is that they didn't want to be a school function because the pay wouldn't be there.

Sue Rice asked about the Special Ed Medicaid Specialist working 6.92 hours per day. She was curious about that; thought the new software would cut the time.

J. Lewis advised that person will make sure all the forms are filled out. Explained there is more to it than that; he can get information on it.

R. Horton feels the Board needs information too, doesn't think they talked about it.

J. Lewis thought they did; embarrassed if they didn't. This person will make sure they file for Medicaid; we are losing money by not filing. Paras and case workers are doing it now. The concern is we are not getting all we can. He will get more details. He feels the money we will get will more than make up for the position cost.

T. Croteau thought the Special Ed Director was doing it.

J. Lewis advised now there are more responsibilities; won't have time.

Sue Rice advised on the first day she was told how to do the paperwork, but needed help with questions. Maybe a temp position or consultant could do it; someone with the training.

R. Horton is concerned because it wasn't in the budget process.

T. Croteau asked for more information for the next meeting.

T. Croteau MOVED to go into non-public session under RSA91-A:3 (c) Personnel, at 8:09 pm; SECONDED by: J. Cardinale, VOTED: R. Horton – yes, T. Croteau – yes, K. Bazan – yes, J. Cardinale – yes, MOTION PASSED.

E. Jackson arrived at the meeting at 8:24 pm.

J. Cardinale MOVED to leave non-public session at 8:54 pm; SECONDED by: T. Croteau, VOTED: E. Jackson – yes, R. Horton – yes, T. Croteau – yes, K. Bazan – yes, J. Cardinale – yes, MOTION PASSED.

J. Cardinale MOVED to seal the non-public minutes; SECONDED by; T. Croteau, VOTED: 5-0, MOTION PASSED.

J. Cardinale MOVED to adjourn the meeting at 8:55 pm; SECONDED by: T. Croteau, VOTED: 5-0, MOTION PASSED.

Respectfully submitted,

Peggy Higgins
School Board Secretary