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**WINCHESTER SCHOOL BOARD MEETING
FORD BUILDING
DECEMBER 20, 2012**

Board Members Present: T. Croteau, K. Whippie, R. Horton, J. Cardinale

Absent: E. Jackson (arrived late)

Administration Present: J. Lewis (arrived late), P. Bigelow, L. Schmidt, D. Chamberlain, S. Cooper

The meeting was called to order by Chair, T. Croteau at 6:06 pm.

MINUTES:

The Board reviewed the minutes in the packet and made changes.

The Secretary will review the non-public minutes of 11/28/12 and 11/29/12, make necessary changes and include them again for the next packet.

K. Whippie MOVED to approve the public minutes of December 4, 2012; SECONDED by: R. Horton, VOTED: 3-1, (K. Whippie – abstained), MOTION PASSED.

R. Horton MOVED to approve the public minutes of December 6, 2012; adding (due to illness) as a reason for K. Whippie’s absence, SECONDED by: J. Cardinale, VOTED: 3-1, (K. Whippie – abstained), MOTION PASSED.

BOARD BUSINESS:

FINANCIAL REPORT:

L. Schmidt explained that the town delivered the December payment tonight; she made a partial payment to Keene High School today for regular tuition. Once the State aid and January payment are received from the town, we will pay the rest.

L. Schmidt closed out the 2010/2011 Drug Free grant and the 2009 - 2011 Title IIA grant. Funds requested to close the grants out were \$5,038 and \$10,716.70. She thinks they are the last of those grants.

PRINCIPAL’S REPORT: P. Bigelow

*School is reeling from events in Connecticut. The delay of school on Monday allowed the teachers to meet with the school psychiatrist. Some changes will be made for added security; all doors will be locked at all times.

SUPERINTENDENT’S REPORT:

*Business as usual; pretty average day in spite of end-of-the-world rumors.

*Received a phone call from both Monadnock and Brattleboro who advised they are eager to meet and discuss the possibility of sending Winchester kids to their schools.

*Working on budget and paraprofessional contracts.

E. Jackson advised negotiations are going well.

D. Chamberlain advised he is working on quotes for the faucets; will have something for the next meeting.

D. Chamberlain advised he has received a possible buyer for the ovens for \$100.00 each.

SPECIAL ED DIRECTOR – S. COOPER:

*Met regarding Focus Monitoring; the team would like to meet. They are very impressed with how Special Ed works with Regular Ed in Winchester.

*Assimilating new Special Ed student; things are going well.

*Approached Keene to see about combining Special Ed routes.

L. Schmidt advised she has received a contract from P&E Energy Supply. She brought it to the meeting to see if it needs approval. It would save the school about \$10,000 per year. She just received it and hasn't had time to really review it.

K. Whippie feels L. Schmidt should review the contract and bring the information back to the Board to present it.

COMMITTEE REP. REPORTS:

Joint Loss Committee:

The Committee met tonight. T. Croteau advised the Selectmen decided not to put the generator on as a Warrant Article. T. Croteau advised he will keep it on the front of his plate so it doesn't get dropped. It is something that needs to be done by the Town rather than the School because the school would be used as an emergency shelter.

The new fence around the pre-school playground is up and the dome is down.

It has been discovered that there are no sprinklers in the two stories of the fifth grade section of the building. D. Chamberlain has gotten quotes for the past few years, but nothing has been done. He feels it should be done.

D. Chamberlain will get quotes; the last ones he received were around \$100,000.

Instead of keys locks, they are looking into a card system. The card system can be shut off if someone leaves the school's employ, etc. The Access Program would pay for a monitor for a period of time in the morning and the afternoon.

E. Jackson asked if there would be a procedure for the doors being opened.

P. Bigelow advised students should not open the doors at all. Adult ID's will be checked; the problem would be at public events.

Budget Committee:

R. Horton advised hopefully they should wrap things up tonight; need to go over the warrant articles.

MANIFEST:

E. Jackson MOVED to approve the LGC Accounts Payable Manifest in the amount of \$79, 322.31; SECONDED by: R. Horton, VOTED: 5-0, MOTION PASSED.

E. Jackson MOVED to approve the Accounts Payable Manifest in the amount of \$1,040,614.38, SECONDED by: J. Cardinale, VOTED: 5-0, MOTION PASSED.

E. Jackson MOVED to approve the Payroll Manifest in the amount of \$219,786.15, SECONDED by: K. Whippie, VOTED: 5-0, MOTION PASSED.

L. Schmidt explained that she amended areas of the budget, reviewed them with the Board and answered questions.

E. Jackson MOVED to increase the Board Recognition and Awards line to \$2,000.00, SECONDED by: R. Horton, VOTED: 5-0, MOTION PASSED.

Schmidt explained the increase in Workers' Comp – LGC calculates the premium on a five year average; there was a large claim from 2009 so that is why the cost is high. There are open claims from 2011 and 2012, which could get larger.

R. Horton MOVED to change the electricity line to \$80,000, after discussion, there was NO SECOND.

After discussion, T. Croteau feels if they leave the electricity line at \$90,000, they could add a caveat that it could be reduced to \$80,000, if possible.

E. Jackson appreciates L. Schmidt's work on this.

R. Horton MOVED to change the Repairs and Maintenance Tech line to \$500.00; SECONDED by: E. Jackson, VOTED: 5-0, MOTION PASSED.

L. Schmidt explained she reduced the budget by \$30,500 to be allocated to Food Service, reducing the bottom line to \$11,058,913.

K. Whippie feels the Board needs to be clear on that in order to present it to the people.

K. Whippie MOVED to approve Article 4 adding the sentence, *The school board does recommend this appropriation*; SECONDED by: R. Horton, VOTED: 5-0, MOTION PASSED.

R. Horton MOVED to approve Article 5, adding the sentence; *The school board does recommend this appropriation*; SECONDED by: K. Whippie, VOTED: 5-0, MOTION PASSED.

K. Whippie asked J. Lewis to check with counsel on the legality of the wording for Article 5.

K. Whippie MOVED to go into non-public session at 6:55 pm. to discuss Employee Compensation; SECONDED by: R. Horton, J. Cardinale – yes, E. Jackson – yes, R. Horton – yes, T. Croteau – yes, K. Whippie – yes, MOTION PASSED.

K. Whippie MOVED to leave non-public session at 7:16 pm.; SECONDED by: R. Horton, J. Cardinale – yes, E. Jackson – yes, R. Horton – yes, T. Croteau – yes, K. Whippie – yes, MOTION PASSED.

K. Whippie MOVED TO seal the non-public minutes until the contract is ratified by both parties; SECONDED by: J. Cardinale, J. Cardinale – yes, E. Jackson – yes, R. Horton – yes, T. Croteau – yes, K. Whippie – yes, MOTION PASSED.

CITIZENS COMMENTS:

None.

T. Croteau MOVED to adjourn the meeting at 7:17 pm; SECONDED by: R. Horton, VOTED: 5-0, MOTION PASSED.

Respectfully submitted,

Peggy Higgins
School Board Secretary