

**WINCHESTER SCHOOL BOARD MEETING  
WINCHESTER SCHOOL LIBRARY  
APRIL 5, 2012**

Board Members Present: K. Whippie, W. Hildreth, T. Croteau, A. Jackson, R. Horton

Administration Present: K. Dassau, P. Bigelow, C. Paulin, J. Lewis, D. Chamberlain,  
C. Boyle

The meeting was called to order by Superintendent K. Dassau at 6:30 pm.

**MINUTES:**

**K. Whippie MOVED to approve the minutes of the March 21, 2012 Board Meeting;  
SECONDED by: W. Hildreth, *changing the wording on page 4 from – the meeting  
will be in May to the meeting is usually in May*; VOTED: 5-0, MOTION PASSED.**

**R. Horton MOVED to approve the minutes of the March 26, 2012 Board Meeting;  
SECONDED by: T. Croteau, VOTED: 4-0-1 (K. Whippie abstained-as he was absent  
from the meeting).**

**W. Hildreth MOVED to approve the minutes of the March 28, 2012 Board Meeting;  
SECONDED by: R. Horton, VOTED: 3-0-2 (K. Whippie abstained as he was absent  
from the meeting, E. Jackson – abstained).**

**K. Whippie MOVED to approve the minutes of the March 30<sup>th</sup> Board Meeting;  
SECONDED by: R. Horton, VOTED: 4-0-1 (W. Hildreth abstained as he was absent  
from the meeting) MOTION PASSED.**

**BOARD COMMITTEE ASSIGNMENTS:**

Facilities/Joint Loss Committee – T. Croteau

Legislative Action Committee – E. Jackson

Finance Committee – W. Hildreth, T. Croteau

Budget Committee Rep. – R. Horton, E. Jackson

Staff Development Rep. – T. Croteau

Select Board Rep. – T. Croteau, R. Horton

Keene School Board – T. Croteau, K. Whippie

Scholarship Committee – K. Whippie, W. Hildreth

Negotiations Committee – W. Hildreth, E. Jackson

Community Relations – W. Hildreth, K. Whippie

NHSBA – K. Whippie

Keene Contract – R. Horton, E. Jackson

Sick Bank –K. Whippie

High School – Warrant Article – E. Jackson, R. Horton

**K. Whippie MOVED to approve the Committee Assignments as listed; SECONDED by: R. Horton, after discussion, VOTED: 5-0, MOTION PASSED.**

**INSURANCE RATES:**

After Board review, **K. Whippie MOVED to accept the LGC Medical Coverage rates as presented to the Board; SECONDED by: T. Croteau, VOTED: 5-0, MOTION PASSED.**

**BUDGET TRANSFERS:**

C. Paulin advised that the new Treasurer requires that the budget line be sufficient for expenses being paid. He explained.

C. Paulin advised that the Treasurer won't sign checks unless he shows him the lines are authorized to be spent at that level.

K. Whippie wants to be sure at the end of the year the budget reflects what has actually been spent from the particular line items.

T. Croteau advised they will need to meet with B. Moser as a Board so they are all on the same page.

After discussion, **K. Whippie MOVED to approve the budget transfers as presented; SECONDED by: T. Croteau, VOTED: 5-0, MOTION PASSED.**

**MS -22:**

C. Paulin advised that \$10,835,479 is the target number. New information is included; changes in health insurance, hiring of paraprofessionals, special ed transportation – he expects it to be between \$250,000-\$900,000. Advised the newest projection for next year is \$325,000 in transportation.

E. Jackson feels they should put music and school supplies back in that were originally cut.

R. Horton asked about encumbering salaries; how could they have \$120,000 left in teacher salaries this year?

C. Paulin explained they based it on who they thought they would have for teachers, retirements, etc.

R. Horton advised the SAU Budget is done in a one lump sum.

C. Paulin explained it was clearer to break those things out.

R. Horton advised the 2012-2013 budget is \$100,000 more than this year; an increase was voted and passed.

C. Paulin advised would need to go back and see who they were budgeting for when the budget was prepared.

R. Horton advised \$100,000 - \$120,000 is a big number when looking at this budget.

K. Dassau advised there were some personnel changes; people left and there were internal changes.

After discussion, **K. Whippie MOVED** that the Tech Director, along with their health insurance, etc. be returned to the 2012-2013 budget; **SECONDED** by: W. Hildreth, **VOTED: 2-3** K. Whippie - yes, W. Hildreth – yes, T. Croteau - no, E. Jackson - no, R. Horton – no, **MOTION FAILED.**

T. Croteau requested to vote on the budget line-by-line.

**W. Hildreth MOVED** that each vote be a roll call vote; **SECONDED** by: K. Whippie, **VOTED: 5-0, MOTION PASSED.**

**R. Horton MOVED** to amend the 1100 account to \$1,510,005; which puts back monies in the GED account; **VOTED: 3-2**, R. Horton - yes, E. Jackson - yes, T. Croteau – yes K. Whippie - no, W. Hildreth – no, **MOTION PASSED.**

**R. Horton MOVED** to amend the 1200 account, Special Ed Programs to \$2,442,996.28; **VOTED: 3-2**, R. Horton- yes, E. Jackson – yes, T. Croteau – yes K. Whippie - no W. Hildreth – no, **MOTION PASSED.**

**R. Horton MOVED** to amend the 2310 account to \$30,473.80; **SECONDED** by: E. Jackson, **VOTED: 4-1**, R. Horton – yes, E. Jackson – yes, K. Whippie – yes, T. Croteau – yes, W. Hildreth – no, **MOTION PASSED.**

**K. Whippie MOVED** to amend the 2320 account to \$229,141.05, restoring \$9,000 under Superintendent salaries; **SECONDED** by: W. Hildreth amending the Motion to add \$900.00 back in for background checks; K. Whippie agreed to the Amendment; **VOTED: 2-3**; K. Whippie – yes, W. Hildreth – yes, T. Croteau – no, R. Horton – no, E. Jackson – no, **MOTION FAILED.**

**R. Horton MOVED** to amend the 2320 account to \$197,097.48, **SECONDED** by: E. Jackson, **VOTED: 3-2**, T. Croteau – yes, R. Horton – yes, E. Jackson – yes, K. Whippie – no, W. Hildreth – no, **MOTION PASSED.**

**K. Whippie MOVED** that \$105,339.90 be added back as a budget figure under 2500.30; **SECONDED** by: W. Hildreth, after discussion, **VOTED: K. Whippie – yes, W. Hildreth – yes, T. Croteau – no, R. Horton – no, E. Jackson – no, MOTION FAILED.**

**R. Horton MOVED** to amend the figure in account 2500.30 to \$78,538; **SECONDED** by: E. Jackson , **VOTED: T. Croteau – yes, E. Jackson – yes, R. Horton – yes, K. Whippie – no, W. Hildreth – no, MOTION PASSED.**

**R. Horton MOVED** to amend the figure in the 2700.30 account to \$555,000; **SECONDED** by: E. Jackson, after discussion, R. Horton amended the Motion to read \$566,875.40; **SECONDED** by: E. Jackson, **VOTED: 5-0, MOTION PASSED.**

**K. Whippie MOVED to amend account 1100.31 under Aids, Regular Ed and associated Social Security., etc. for a total of \$2,050.050.59 (Rev. 2 line); SECONDED by: W. Hildreth, after discussion, VOTED: T. Croteau – yes, W. Hildreth – yes, K. Whippie – yes, E. Jackson – no, R. Horton – no, MOTION PASSED.**

**K. Whippie MOVED to restore \$1,920 to line item 1102 in supplies under Art; SECONDED by: R. Horton, VOTED: 5-0 MOTION PASSED.**

**R. Horton MOVED to restore \$3,577.33 to line item 1105 in Language Arts; SECONDED by: T. Croteau, VOTED: 5-0, MOTION PASSED.**

**E. Jackson MOVED to add \$940 back in line item 1108.31 for supplies; SECONDED by: R. Horton, VOTED: 4-0-1, E. Jackson – yes, R. Horton – yes, T. Croteau – yes, W. Hildreth – yes, K. Whippie – abstained, MOTION PASSED.**

**R. Horton MOVED to add \$7,641.46 back to the 1111 account in Math (rev. 2); SECONDED by: E. Jackson, VOTED: 5-0, MOTION PASSED.**

**R. Horton MOVED to add \$4,457.96 back to the music account; SECONDED by: K. Whippie, VOTED: 5-0, MOTION PASSED.**

**K. Whippie MOVED to amend account 1113.31 to read \$1164.34; NO SECOND – MOTION FAILED.**

**R. Horton MOVED to amend account 1113.31 to \$9,164.34, SECONDED by: E. Jackson, after discussion, VOTED: 5-0, MOTION PASSED.**

**R. Horton MOVED to amend account 1115.31 to \$1,505.16 (Rev. 2); SECONDED by: E. Jackson, VOTED: 5-0, MOTION PASSED.**

**R. Horton MOVED to amend account 1125.31 to \$6,324.68 (Rev. 2), SECONDED by: E. Jackson, VOTED: 5-0, MOTION PASSED.**

**R. Horton MOVED to amend account 1126.31 to \$20,000; SECONDED by: T. Croteau, VOTED: 3-2, T. Croteau – yes, R. Horton – yes, E. Jackson – yes, K. Whippie – no, W. Hildreth-no, MOTION PASSED.**

**R. Horton MOVED under the 1200.31 account to amend the amount to \$1,175,103.60, SECONDED by: W. Hildreth, after discussion, R. Horton Amended the motion to read \$1,174,192.12, SECONDED by: E. Jackson, VOTED: R. Horton – yes, E. Jackson – yes, T. Croteau – yes, K. Whippie – yes, W. Hildreth – no, MOTION PASSED.**

**W. Hildreth Moved to add \$15,332.51 back into the 1400.31 account, SECONDED by: T. Croteau, after discussion, VOTED: T. Croteau – yes, w. Hildreth – yes, E. Jackson – yes, K. whippie – yes, R. Horton – no, MOTION PASSED.**

**R. Horton MOVED to leave account 1430.31 at zero, SECONDED by: K. Whippie, VOTED: 4-1, T. Croteau – yes, K. Whippie – yes, E. Jackson – yes, R. Horton – yes, W. Hildreth – no, MOTION PASSED.**

**R. Horton MOVED to amend account 2120.31 to \$140,991.19; SECONDED by: K. Whippie, VOTED: 5-0, MOTION PASSED.**

**R. Horton MOVED to amend account 2130.31 to \$51,885.06; NO SECOND, MOTION FAILED.**

**E. Jackson MOVED to amend account 2130.31 to \$53,385.06; SECONDED by: R. Horton, VOTED: 5-0, MOTION PASSED.**

**R. Horton MOVED to amend account 2140.31 to \$51,641.81; SECONDED by: K. Whippie, VOTED: 5-0, MOTION PASSED.**

**The Board took a 10 minute break at 8:09 pm.**

**R. Horton MOVED to amend account 2150.31 to \$91,403.80; SECONDED by: E. Jackson, VOTED: 5-0, MOTION PASSED.**

**R. Horton MOVED to amend account 2160.31 to \$89,710.02; SECONDED by: E. Jackson, VOTED: 5-0, MOTION PASSED.**

**K. Whippie MOVED to amend account 2210.31 to \$24,500.00 for contracts; SECONDED by: W. Hildreth, VOTED: 5-0, MOTION PASSED.**

**R. Horton MOVED to amend account 2211.31 to \$4,784.25; SECONDED by: K. Whippie, after discussion, VOTED: 5-0, MOTION PASSED.**

**R. Horton MOVED to amend account 2222.31 to \$73,638.08; SECONDED by: E. Jackson, VOTED: 4-1, R. Horton – yes, K. Whippie – yes, E. Jackson – yes, T. Croteau – yes, W. Hildreth - no, MOTION PASSED.**

**R. Horton MOVED to amend account 2400.31 to \$272,585.18 – (Rev. 3); SECONDED by: T. Croteau, VOTED: 5-0, MOTION PASSED.**

**R. Horton MOVED to amend line account 2600.31 to \$576,176.62, adding back \$1,500.00; SECONDED by: E. Jackson, after discussion, VOTED: 2-3, K. Whippie – yes, w. Hildreth – yes, R. Horton – no, E. Jackson – no, T. Croteau – no, MOTION FAILED.**

R. Horton **MOVED** to amend account 2840.31 to \$137.480 – (Rev. 3); **SECONDED** by: E. Jackson, after discussion, **VOTED**: R. Horton – yes, E. Jackson – yes, T. Croteau – yes, W. Hildreth – no, K. Whippie – would not acknowledge with a vote, **MOTION PASSED**.

R. Horton **MOVED** to reduce line item 1290 to zero; **SECONDED** by: E. Jackson, **VOTED**: T. Croteau – yes, Horton – yes, E. Jackson – yes, W. Hildreth – yes, K. Whippie – would not acknowledge with a vote, **MOTION PASSED**.

R. Horton **MOVED** to reduce the 2700 account, Regular Student Transportation, to \$546,856.33; **SECONDED** by: T. Croteau, after discussion, K. Whippie advised the MS 22 is a legal, negotiated contract; costs shouldn't be filled out in incorrect lines or it would be fraud. T. Croteau advised they need the form filled out; can move money around later. W. Hildreth advised she did not agree or vote for the \$650,000 and won't be part of this. C. Paulin advised would move \$5,000 from heating oil; **VOTED**: R. Horton – yes, E. Jackson – yes, T. Croteau – yes, K. Whippie – no, W. Hildreth – did not vote, **MOTION PASSED**.

#### **FINANCIAL:**

C. Paulin advised there were no big surprises in his report.

W. Hildreth **MOVED** to approve the manifest in the amount of \$1,478,216.20; **SECONDED** by: K. Whippie, after discussion, **VOTED**: 4-1, T. Croteau – yes, R. Horton – yes, W. Hildreth – yes, K. Whippie – yes, E. Jackson – no, **MOTION PASSED**.

#### **PRINCIPAL'S REPORT:**

The Board received J. Lewis' report.

- \*Staff attended a two day workshop
- \*Did not make AYP in Math/Reading – very frustrating
- \*Will be discussing retention issue
- \*Will be holding parent/teacher conferences next week.
- \*Liz from the Village Beauty Salon donated anti-lice spray.

#### **SUPERINTENDENT'S REPORT:** The Board received K. Dassau's report.

- \*For next packet will add consideration to unfreeze budget.
- \*Board received Grant info – could discuss at next meeting.
- \*Awarded grant for Get Ready for Kindergarten; scheduled for training 4/30.
- \*Included copy of report from October 6<sup>th</sup> for Surry information.
- \*Will need Non-Public session to discuss litigation.

C. Paulin looked had discussed the need for a new oven at a previous Board meeting.

After discussion **K. Whippie MOVED** to authorize C. Paulin to purchase the oven for food service; **SECONDED** by: W. Hildreth, after discussion, **VOTED**: 5-0, **MOTION PASSED**.

C. Paulin advised that the serving line counter on the Elementary side is having problem holding heat; don't have a price on that yet. Need to find items that need to be fixed;

R. Horton asked if the money from food service could be used for an organic garden.

C. Paulin advised can only use for the purchase of food. Would need to meet sanitary requirements. Must be for the students.

W. Hildreth asked if a Maintenance/Janitorial position could be paid for through Food Service.

C. Paulin is looking into that.

T. Croteau received a request from the Budget Committee Chair. Once the MS22 is complete, will get the information to them. As R. Horton is the Board rep., he will deliver the quarterly report to the Budget Committee Meeting.

Joint Loss Committee met tonight. Would like the Board to consider the following items:

\*Replacement of lighting in gym with fluorescent lights at a cost of \$9,150.

\*Purchase of window screens in the elementary section that don't have them.

\*Replacing blue foam chairs; in two recent instances they have broken.

K. Whippie feels the Board needs to establish a policy to clarify what the Capital Improvement fund is for. Feels it is better to use the monies if we have them this year and let the Capital funds grow.

Don Chamberlain advised they have received three bids for lights; feels Gene Coburn is the best and least expensive; he will do the leg work for rebates, too.

**K. Whippie MOVED to approve a cost of \$9,390 for fluorescent lighting before rebates; SECONDED by: T.Croteau, after discussion, D. Chamberlain advised he would like the Board to make a decision as to who would decide on what the funds in the Capital Reserve Account are used for; VOTED: 5-0, MOTION PASSED.**

**K. Whippie MOVED that the Capital Reserve Committee establish a policy; SECONDED by: W. Hildreth, VOTED: 5-0, MOTION PASSED.**

The Board received a proposal for re-routing of traffic when dropping off/picking up students;

**K. Whippie MOVED to accept the proposal rerouting of the parking lot to prevent kids going back and forth between busses, after discussion, VOTED: 5-0, MOTION PASSED.**

Scholarship Night will be held on Thursday, May 31<sup>st</sup> at 6:00pm for seniors in the Winchester School Gym.

K. Whippie advised it is a program to acknowledge students in a smaller group instead of being included with the 400+ other students. W. Hildreth explained some town businesses, etc. gave out scholarships in the past, but they fell by the wayside; they wanted to reinstate the scholarships.

**CITIZENS COMMENTS:**

C. Duquette advised the Capital Improvement fund was not intended to be used for day-to-day expenses; it would be used for things such as the fire system, major improvements.

C. Duquette advised with regard to Nature's Classroom, the School Board historically supports it fully; she feels it should be supported.

C. Duquette asked if the roll call votes will be in the minutes.  
The Board advised they will.

C. Duquette asked R. Horton how he could go to a Select Board meeting as a School Board Rep. if the Committee Assignments were just made.

R. Horton advised it was voted on at a previous meeting.

C. Duquette asked if anything had been confirmed regarding negotiations.

T. Croteau not yet, will discuss in non-public; the Board is aware of the deadline.

Sue Rice asked if the Board would consider holding School Board meetings in the Ford Building; it is easier to hear.

T. Croteau advised the Board will discuss it.

Keith Whippie asked for information on cuts and tuitions. Do they differ from the numbers presented by K. Dassau?

R. Horton – yes.

E. Jackson explained it was based on a drop in tuitions.

C. Duquette objected to E. Jackson's comment; feels she can't say the Board over-budgeted; they went by the information they had at the time. C. Duquette feels it is very short-sighted on the Board's part to reduce the tuition accounts.

P. Bigelow advised the Board that the school does have a vegetable garden.

**K. Whippie MOVED to go into non-public session under RSA91A:3 II(e) at 9:19 pm; SECONDED by: W. Hildreth, VOTED: 5-0, T. Croteau – yes, K. whippie – yes, R. Horton – yes, E. Jackson – yes, W. Hildreth - yes, MOTION PASSED.**

**K. Whippie MOVED to return to public session at 9:25; SECONDED by: T. Croteau, VOTED: 5-0, T. Croteau – yes, K. Whippie – yes, R. Horton – yes, E. Jackson – yes, W. Hildreth – yes, MOTION PASSED.**



T. Croteau advised in non-public session the Board discussed litigation; it is still pending.

**K. Whippie MOVED to seal the non-public minutes until the outcome of litigation is final; VOTED: 5-0, MOTION PASSED.**

**K. Whippie MOVED to go into non-public session at 9:30 pm. under RSA 91A:3 II(b), Hiring of Public Employees: SECONDED by: E. Jackson, T. Croteau – yes, K. Whippie – yes, R. Horton – yes, E. Jackson – yes, W. Hildreth – yes, MOTION PASSED.**

**K. Whippie MOVED to leave non-public session at 9:47pm; SECONDED by: W. Hildreth, VOTED: T. Croteau – yes, K. whippie – yes, R. Horton – yes, E. Jackson – yes, W. Hildreth – yes, MOTION PASSED.**

K. Dassau explained the Board went into Non-public session to discuss SAU personnel and certified staff; they would need to be notified if being non-renewed, by 4/15/12. K. Dassau advised all certified staff will be returning for the following year. There are no plans to make reductions.

**K. Whippie MOVED to adjourn the meeting at 9:50 pm; SECONDED by: W. Hildreth, VOTED: 5-0, MOTION PASSED.**

Respectfully submitted,

Peggy Higgins  
School Board Secretary