

**WINCHESTER SCHOOL BOARD
WINCHESTER SCHOOL LIBRARY
DECEMBER 15, 2016**

Present: K. Bazan, L. Picard, S. Thompson

Absent: T. Croteau, H. Griffus

Administration Present: J. Lewis, E. Jackson, M. Duprey

The meeting was called to order by Chair, K. Bazan at 6:09pm.

K. Bazan wanted the Board to know that Selectman Ray Williams passed away yesterday.

CITIZENS' COMMENTS:

Sue Rice advised there was an issue with tar dripping in a classroom again; it does not just happen in the Summer.

J. Lewis asked if she e-mailed administration and filled out the form.

Sue Rice didn't; wasn't sure if the teacher did.

E. Jackson advised there is a procedure that needs to be followed.

MINUTES:

K. Bazan MOVED to approve the Budget Meeting Minutes of 11/9/16 with corrections; on page 2 under Keene High School, add the word *tuition* after three percent increase; under Health and Wellness Supplies amend E. Jackson to *J. Lewis* and amend that sentence to read *Have a total of four AED's – certificates are \$25.00 each for training for 20 people;* under Line 19 – Teacher Retirement amend \$11.07 to *\$11.17;* on page 3 under Line 21 – Board Legal – add *J. Lewis reported* that Attorney Phillips confirmed... and under Revenues CAT Aid was \$12,000 last year; will probably be \$6,000, add the wording *for next year;* **SECONDED BY: L. Picard, VOTED: 2-0-1 (S. Thompson – abstained), MOTION PASSED.**

K. Bazan MOVED to approve the Budget Meeting Minutes of 11/15/16 with corrections; on page 5 under Teacher Salaries Regular Ed – add *\$19,412* after PT Language; amend last sentence in paragraph to *L. Picard is afraid that the Foreign Language position will get cut;* under Line 9 - Health Benefits Teachers amend 8.06% to 8.6% in both places; under Line 13- Keene HS Regular Tuitions at the end of the sentence add *for next year's Freshmen class;* **SECONDED by: L. Picard, VOTED: 2-0-1 (S. Thompson – abstained), MOTION PASSED.**

K. Bazan MOVED to approve the Board Meeting Minutes of 11/3/16 as printed; SECONDED by: L. Picard, VOTED: 3-0, MOTION PASSED.

K. Bazan MOVED to approve the 11/17/16 Board Meeting Minutes of 11/17 with corrections; amending Robert Leucik to *Leustek*, Brandon Bernard to *Burnor* and Shaun to *Shaun Favereau* throughout; on page 15 amend the first line, second paragraph to: *The Board could place a warrant article on the ballot regarding the unreserved fund balance and those monies could be used in case of an emergency;* after E. Jackson advised they received \$77,000 in grants and \$78,000 in Medicaid add the wording *over and above what was originally budgeted;* on page 16, under KHS Committee, add *regarding AREA* to the end of the first line; *on page 17,* amend Carey Miner to *Karey Miner;* **SECONDED by: S. Thompson, VOTED: 3-0, MOTION PASSED.**

J. Lewis advised he was asked by Selectmen last night if the Deliberative Session scheduled for Thursday, 2/9 is set in stone. He thought it was. Advised it has been advertised. The Selectmen feel they would get more people on a Saturday.

K. Bazan doesn't think the day is the issue as to why people don't come.

K. Bazan advised it is too late to change it now. Saturday would be a snow day.

J. Lewis advised there is a two hour delay scheduled for tomorrow due to the forecast of negative two temperatures. There was an issue with the system where people were calling the school back instead of listening to the message that was left. Diane Willis received over 100 calls from parents.

J. Lewis will be working on that and adding a texting capability to the system.

BUDGET:

Administration reviewed budget lines one through twenty-three with the Board.

Line 1 - Related Services SPED Admin:

E. Jackson advised this line is \$10,000 over last year; includes paras and out-of-district.

E. Jackson explained the total of the three lines - Related Services, Public Tuition Sped Admin and Private Tuitions Sped Admin combined has decreased over \$81,000.

E. Jackson advised NHIT will be a 12.84% maximum increase for 12-13 staff members (non-contract). We could switch to another health insurance provider if it would be cheaper.

K. Bazan asked if there could be a buy-out for those who don't need the insurance.

E. Jackson advised they have done that before, but it can't be an incentive due to the Affordable Care Act. It would be different if it was part of the Collective Bargaining Agreement.

K. Bazan feels they should keep it in mind.

E. Jackson had said the buy-out is \$2,000.

K. Bazan thinks it might be worth our while.

Line 14 – Travel and Conference - School Admin:

J. Lewis would like M. Duprey to be able to attend conferences. The line has been increased by \$500.00.

Line 17 – Misc. – Staff Appreciation

J. Lewis advised they originally proposed \$250.00 without speaking to Mike Duprey. He has increased the line to \$1,000. M. Duprey would like to do coffee and donuts at staff meetings and have money for teacher appreciation week. He explained with 120 staff members, it doesn't take much to go through that money.

E. Jackson advised she is still waiting to hear back from First Student so she can budget for transportation. She has budgeted a three percent increase. If anything, it would be Special Ed that would increase more than that.

K. Bazan advised the Board had talked about purchasing a bus.

J. Lewis advised he has found them at a cost of anywhere from \$3,695 to \$44,000

E. Jackson advised she is looking at going in with Monadnock on a joint RFP for a bussing bid. It wouldn't be until January.

K. Bazan asked what the number would be if we leased four busses and did our own transportation here. Believes T. Croteau wants to have that figure in mind for the meetings with the Budget Committee.

The Board wants to also look at having a small bus.

L. Picard wants to see five busses and what that would cost and the cost for two small busses. Feels they may have to drill down. She would rather start small, but need to know what the whole cost would be.

K. Bazan – Need to look at the whole picture. The School would receive calls if busses were getting to the bus stops late, etc.

L. Picard- Might need a Transportation Coordinator.

E. Jackson - If we had a whole fleet.

K. Bazan thinks T. Croteau was hinting that Fall Mountain does its own busses. Maybe we should call them and check on the price.

L. Picard doesn't think it would be a consideration for this next budget, but feels they should have the information if we want to look at it in the 2018-2019 budget.

K. Bazan thinks they should look at a small bus to transport sports teams, for field trips, etc. That's the way he wants to start.

J. Lewis agreed.

K. Bazan would like information for Tuesday's meeting.

K. Bazan wants to be upfront with the Budget Committee and let them know that we are looking at doing our own transportation.

J. Lewis will bring a number and information regarding a small bus, for the next meeting.

Line 23 – Field Trips – Co-curricular:

E. Jackson anticipates more than double the year-to-date figure will be needed next year. Most trips are in the Spring.

E. Jackson advised the total budget is roughly \$11,300,000, give or take \$100,000.

The current budget is \$10,956,291.

E. Jackson advised Health Insurance, Transportation and the Technology lines still need to be adjusted.

E. Jackson will have the final budget for next week.

FINANCIAL:

The Board reviewed the Manifest and asked questions.

FINANCIAL – E. Jackson:

*J. Lewis asked for another extension for the DOL inspection. We still need to know if the eye wash stations need to have

tempered water. He has not heard back yet.

*Had a great fire inspection. The Fire Chief did say yes, that the eye wash stations need tempered water, but we need to hear that from the person doing the inspection. There are a couple of outlets that need to be updated/added. The electrician will come during Christmas break; he has a list. Also need motion sensors to the locker rooms.

*According to the DOL, direct deposit cannot be mandated. E. Jackson advised only 17 people actually get checks.

*E. Jackson read an e-mail from J. Tetreault regarding the proposed Contingency Fund. The Town is concerned taxes would go up by two-and-a-half percent if the Board put that money into a separate account. E. Jackson advised it doesn't have to be two-and-a-half percent. She explained if we didn't return money that would be true. We could use the account to stabilize the tax rate. Then it would not be a lower amount one year and a lot higher the next as it has been in the past. It would only be for emergency situations or to offset taxation, that the fund would be used.

K. Bazan advised he would like a warrant article for an Out-of-District Tuition Fund on the ballot.

K. Bazan advised he wants a warrant article for a Contingency Fund.

There was concern that there would be too many questions on the ballot for voters.

K. Bazan advised he wants to have the warrant articles done by the second budget meeting with the Budget Committee. The School's public hearing will be on January 12th. All meetings will be held at the school.

MANIFEST:

The Board reviewed the manifests and asked questions,

K. Bazan MOVED to the Payroll Manifest of 12/16/16 in the amount of \$215,067.35; SECONDED by: L. Picard, VOTED: 3-0, MOTION PASSED.

K. Bazan MOVED to approve the Accounts Payable Manifest of 12/16/16 in the amount of \$92,865.15; SECONDED by: L. Picard, VOTED: 3-0, MOTION PASSED.

COMMITTEE REPORTS:

KHS Committee:

K. Bazan advised last Tuesday the Committee met with the Keene SAU to have a conversation about Winchester students going to Keene. He advised it was a good conversation.

K. Bazan wants to be sure our students have the best education possible at Keene. Feels the way that gets better is with communication with Keene getting better.

L. Picard – The committee is definitely making progress.

K. Bazan advised they are making progress. They ask questions and look for responses; not waiting. He explained AREA is not exactly available for us for March; it may be available next year. If we join; only Keene and the Winchester School District vote on it. He doesn't know if it would negate our existing contract. K. Bazan advised we are in year nine of a twenty year contract.

L. Picard explained based on the RSA it would become a new term. We would be in line with other districts and we would all renew at the same time.

K. Bazan discussed how they can make the transition easier for our kids. Advised he would like to schedule the next meeting with Keene in March. Advised Board members are welcome to attend Keene's Committee meetings. They have a very active Education Committee. Our Committee is making progress; they are hitting goals they set out to attain.

J. Lewis advised they toured the Cheshire Career Center and met with their administration. Winchester staff will be meeting with juniors and seniors from the high school next week. The Cheshire Career Center is willing to come here and do aptitude tests for the kids.

L. Picard explained Keene Schools underwent a Special Ed audit; self-imposed. They took the steps to analyze efficiency of their Special Ed programs. Now they can answer the question of where are they using those services?

L. Picard wanted to note that 48% of Keene High School students are not residents of Keene; they are sending schools. That is almost half of their students. L. Picard was surprised by that number. Fifty-two percent of students are represented by nine Board members; 48% are really not represented.

K. Bazan feels the Keene Board is the one they need to be concerned with. Feels they still need to continue to look at options in addition to Keene.

L. Picard was told Keene is not following Common Core; why not and at what detriment to the students?

J. Lewis – They are big and it will take them more time to do it. They are in the process; hard for them to change. Keene does not yet have standard-based report cards.

E. Jackson thinks Keene is two years behind us in starting Common Core.

CITIZENS' COMMENTS:

None.

K. Bazan MOVED to go into non-public session under RSA91-A:3(c) at 7:55pm; SECONDED by: L. Picard, S. Thompson – yes, K. Bazan – yes, L. Picard – yes, MOTION PASSED.

K. Bazan MOVED to leave non-public session at 8:27 pm; SECONDED by: L. Picard, S. Thompson – yes, K. Bazan – yes, L. Picard – yes, MOTION PASSED.

K. Bazan advised while in non-public session the Board discussed two separate personnel issues.

K. Bazan MOVED to seal the first non-public issue for one year and the second until notification is given on Friday morning; SECONDED by: L. Picard, VOTED: 3-0, MOTION PASSED.

K. Bazan advised he had a request from T. Croteau asking if they can get all the nets replaced on the basketball hoops in the gym.

E. Jackson advised she just needs a request. She asked M. Duprey to have Brooke Sharra or Ashlee Nicholson write-up a requisition.

M. Duprey advised he will write it up.

K. Bazan asked about the Science Lab.

J. Lewis advised there are connectivity issues; the 5th grade and 2nd grade have used it as well as other grades. Will see more use as the year goes on.

J. Lewis would love an electronic telescope.

J. Lewis explained the first half of the school year is setting a foundation for students.

K. Bazan MOVED to adjourn the meeting at 8:35pm; SECONDED by: L. Picard, VOTED: 3-0, MOTION PASSED.

Respectfully submitted,

Peggy Higgins
School Board Secretary