

WINCHESTER SCHOOL BOARD
WINCHESTER SCHOOL LIBRARY
OCTOBER 3, 2013

Board Members Present: T. Croteau, R. Horton, J. Cardinale, E. Jackson, B. McGrath arrived at 6:40 pm.
Administration Present: J. Lewis, L. Schmidt, P. Bigelow, D. Chamberlain

The meeting was called to order at 6:33 pm.

CITIZENS' COMMENTS:

Jeremy Miller advised that 550 books were given out to children at the Pickle Festival. One book was given to each child with a parent or as long as an adult would read to them. They are making plans for the bookmobile and with Ashuelot Head Start.

J. Miller advised they had a meeting and addressed issues from the canoe trip. It seemed positive.

J. Lewis advised it was positive; there were three parents in attendance. J. Miller handled it pretty well.

J. Miller advised the paper was not there, but he received a call from Megan Foley and it was in the paper on Thursday or Friday. He felt while it was unfortunate and unacceptable, he will try to make sure it doesn't happen again. Megan Foley captured it pretty well.

J. Miller and J. Lewis advised they have not received any phone calls since the meeting.

J. Miller advised at the Pickle Festival they raffled off bicycles, adult/child combo, along with two free weeks of Access for students. They announced the winners today.

MINUTES:

R. Horton MOVED to approve the public minutes of September 19, 2013, amending the spelling of Ricky Bulsky to *Rikki Bolewski* under Citizens' Comments on Page 1 in three places; also on Page 1 under Lice Policy, changing the last line to read: *K. Haines advised she wants to be more restrictive than the handbook, but less restrictive than the Board policy* and amending Linda Ball to *Linda Balk* under Citizens' Comments in four places on Page 5; SECONDED by: J. Cardinale, VOTED: 4-0, MOTION PASSED.

L. Schmidt distributed the Payables Manifest and the Payroll Manifest for the Board's review. B. McGrath came to the SAU office for his packet.

B. McGrath arrived at the meeting at 6:40 pm.

L. Schmidt advised the final calculations under Senate Bill 401 won't be done until November 7th so the tax bills are not going out yet. Explained as far as adequacy aid, the district cannot receive less than 95% of what they received last year.

Impact of the shutdown – L. Schmidt explained the DOE sent out a bulletin/clarification advising there are funds available to pay claims until the end of October, but claims should still continue to be submitted. They won't get reimbursement until the shutdown is over.

R. Horton asked about monies in the Food Program.

L. Schmidt explained they did increase funds a little; pretty close to break-even; won't sustain many months. Does have a line-of-credit; will sustain it for a while.

R. Horton asked if they should work on some type of plan.

J. Lewis advised if the shutdown is not over by the next time they meet, will discuss.

J. Lewis advised the Drug Community Funding Grant is on hold; comes from the Government directly.

E. Jackson asked how much has been paid out that hasn't been reimbursed.

L. Schmidt will check. One Government Grant, Title I, has been approved so far.

J. Miller thought it was clear until November 4th. He will confirm with L. Schmidt tomorrow. No one is there, but they are still cutting checks.

*L. Schmidt advised all June Grants are closed and finalized. Working on finalizing and closing August and hope to have September Grants closed in two weeks.

*LGC Refund for 2011/2012 – L. Schmidt explained they need to discuss with the union the details of what they are proposing for distribution. Hope to get it approved soon.

B. McGrath asked how much they received in adequacy aid last year.

L. Schmidt advised she would have to check, thinks it was around \$4,000,000.

R. Horton MOVED to approve the Payable Manifest in the amount of \$166,974.06; SECONDED by: J. Cardinale, VOTED: 5-0, MOTION PASSED.

R. Horton MOVED to approve the Payroll Manifest in the amount of \$1,668.38; SECONDED by: J. Cardinale, VOTED: 5-0, MOTION PASSED.

SUPERINTENDENT'S REPORT:

The Board received J. Lewis' report.

*Reports, agenda, etc. are all on the SmartBoard at tonight's meeting so everyone can see them. Plan to do it that way at upcoming meetings.

*Work Order System – J. Lewis asked if the Board has a limit to spend.

J. Cardinale asked what the costs are.

L. Schmidt reviewed the three proposed plans with the Board: School Dude, eMaint and TA Track. To make it the most effective the work order system needs to include a technology component. They are all cloud-based. For now they are using Excel and DropBox.

The Board asked about demos for the systems.

J. Lewis advised they should be able to get those that they can try out.

B. McGrath thinks they should call other districts to see what they use and if they like it. He would also like to see sales literature.

J. Lewis – advised will do that.

R. Horton advised that D. Chamberlain and the SAU are the ones that need to use it. Ultimately it needs to work for them.

J. Cardinale would like them to get a demo.

*J. Lewis spoke to David Hughes, Pastor of the United Church of Christ; he will put a sandwich board up out front saying Good Luck on the NECAP. J. Lewis will approach other businesses about doing the same.

*Commissioner's Conference is tomorrow; will be attending. During MAP testing computers didn't work; having server issues.

R. Horton would like a report from W. Vaughan on the server; thought it should last longer.

*J. Lewis asked if they could pin down one extra day to meet to work on the budget.

After discussion, the Board agreed to meet on Monday, October 21st at 5:00 pm. Will meet either in the Library or another room in the building.

L. Schmidt will have last year's numbers, year-to-date numbers and some forecast numbers.

*J. Lewis advised need to look at Health and Speech. There are many who need Speech services; can't keep up.

*Pre-School is pretty full. Need to be prepared with the number of students coming in. Explained other districts' numbers are going down.

*Requested non-public session.

PRINCIPAL'S REPORT:

The Board received P. Bigelow's Report, Classroom Counts and Discipline Report.

*Discipline report - P. Bigelow advised that there are already specific punishments for specific incidents.

*The biggest class numbers are in Kindergarten and Grades one and two.

*NECAP testing seems to be going well. Even those not testing have been very good to be quiet when going through the halls, etc.

*First Early Release Day and Workshop Day will be held on October 16th and 17th.

*P. Bigelow distributed a letter from a parent regarding the "no nits" policy. Advised the nurse and some parents are not thrilled with the policy.

*The Board received a copy of the Kindergarten team's proposal regarding the Kindergarten camp and Kindergarten screening.

R. Horton asked if there were any Grant monies.

P. Bigelow advised in the past, the Board agreed that they didn't want to rely on Grant funding so they put it in the regular budget. Ready for Kindergarten money from Title I Grant is a possibility.

*The Board received a calendar of upcoming events. A pep rally will be held at 2:15pm., followed by a home soccer game on Wednesday, October 9th.

*Musical Performance by Ms. Tommila's homeroom starts at 6:30pm. on Thursday, October 17th.

J. Lewis advised in the past the Board has wished the students well as they go in. He welcomed the Board to do that.

FACILITIES REPORT – D. Chamberlain:

*Shades are back up; painting and everyday operations are being worked on.

*Oil guys are coming in to check the oil burners.

R. Horton asked if there is anything they need to move to the top of the list for Winter. Some rooms are hot and some are cold. Need to evaluate the energy plan.

D. Chamberlain advised new windows have been ordered to replace any broken ones. Weather stripping, etc. will all be checked. Looking to get all inefficient lighting replaced. All the lights in parking lot have been fixed.

FMLA - Policy GCCBC:

Board reviewed the policy as a first reading and discussed.

Emily Henderson feels it is interesting that her husband would receive a longer leave than she would, if she were having a child.

P. Bigelow explained the policy was different a few years ago and also the FMLA rules changed.

The Board will review the policy at the next meeting.

J. Lewis advised he received a request in writing from B. Moser to receive the MS27, Balance of all accounts for end-of –month and checkbook registry.

L. Schmidt wants to meet with him so she knows exactly what he wants. Advised she has had monthly reports at the second meeting of the month. She was going to send the information to B. Moser’s school e-mail, but he doesn’t have the password.

L. Schmidt will ask W. Vaughan to reset it.

L. Schmidt advised her intention is to have the reports ready for B. Moser and the Board. Explained she needs to incorporate a copy for him in her routine.

COMMITTEE REP. REPORTS:

Budget Meeting:

E. Jackson advised a Motion was made that documents need to be handed out prior to the Budget meeting in order to be discussed at the meeting. Meetings will be held on Tuesdays at 6:30 and Thursdays at 7:00 in October. The first and third weeks they will meet at the town hall and the other weeks at the school. Two new members were appointed, Rikki Bowleski and Hubie Crowell.

Keene Withdrawal Study Committee:

E. Jackson advised the Committee now has all members. They will meet next Wednesday with Hinsdale at 6:30 pm. E. Jackson would like to meet with the Committee first on Monday at the school at 6:00 pm. E. Jackson will confirm the meeting with Hinsdale.

CITIZENS’ COMMENTS:

None.

R. Horton MOVED to go into non-public session at 7:43 pm.; SECONDED by: E. Jackson, E. Jackson – yes, J. Cardinale – yes, B. McGrath – yes, R. Horton – yes, T. Croteau – yes, MOTION PASSED.

E. Jackson left the meeting at 9:16 pm.

R. Horton MOVED to leave non-public session at 8:09 pm.; SECONDED by: J. Cardinale; E. Jackson – yes, J. Cardinale – yes, B. McGrath – yes, R. Horton – yes, T. Croteau – yes, MOTION PASSED.

R. Horton MOVED to seal the non-public minutes indefinitely; SECONDED by: E. Jackson, VOTED: 5-0, MOTION PASSED.

R. Horton MOVED to adjourn the meeting at 8:09 pm; SECONDED by: J. Cardinale, VOTED: 5-0, MOTION PASSED.

Respectfully submitted,

Peggy Higgins