

**WINCHESTER SCHOOL BOARD  
WINCHESTER SCHOOL LIBRARY  
JULY 9, 2015**

Board Members Present: K. Bazan, J. Cardinale, T. Croteau

Administration Present: J. Lewis

The meeting was called to order by Vice-Chair Chair, K. Bazan at 5:01 pm.

R. Horton arrived at the meeting.

**CITIZENS' COMMENTS:**

None.

**MINUTES:**

**J. Cardinale MOVED to approve the public Minutes of 6/4/15, SECONDED by: K. Bazan, VOTED: 4-0, MOTION PASSED.**

**OLD BUSINESS:**

R. Horton read the letter he received from Keene in response to J. Lewis's letter to them when they requested a meeting with J. Lewis and R. Horton.

J. Lewis advised he responded to Ed Murdoch in Keene advising that Winchester wants to meet as a whole Board.

T. Croteau asked about the parking lot.

J. Lewis is not sure if they got another bid or it is scheduled yet. Advised he needs to check with D. Chamberlain.

J. Cardinale asked about bathrooms; they are sticky. Someone he knows came to take a look. He advised the issue is probably in the grout.

J. Lewis advised D. Chamberlain had his people clean the bathrooms. They need to be scraped and bleached.

J. Cardinale advised the person who came in is going to do the grout on August 3<sup>rd</sup>, but we need to be sure the bathrooms are scraped down, cleaned well and repainted before then.

J. Cardinale – The bathrooms need to be wiped down every day. Some things need to change.

T. Croteau asked about duct work; thought there was a couple of people interested in the job.

J. Cardinale – Thought we had the second guy booked.

J. Lewis – Yes, maybe D. Chamberlain has scheduled it. Not sure how long it will take.

J. Lewis – They are going to do it this Summer.

J. Cardinale – Would do it by sections, by the sounds of it. If we need to do a quarter or third of the school per year, at least we will have a plan.

R. Horton asked about copiers. Looked into Ricoh as requested; copiers were very, very expensive and copiers not as durable.

R. Horton asked J. Lewis to stay on the Maintenance team about fixing lockers.

J. Lewis has some contact info for old lockers.

Barrett Christina is looking to come in and sit in on a Board meeting. He will come to the meeting on August 6<sup>th</sup> at 6:30 pm.

**J. Cardinale MOVED to allow J. Lewis to go forward and sign the contract with Conway for copiers as long as Attorney Phillips is okay with the contract language; SECONDED by: T. Croteau, VOTED: 4-0, MOTION PASSED.**

Bambi Truesdell feels a couple of people should be trained to unjam the machines.

R. Horton – Even including Maintenance to keep them cleaner.

**FINANCIAL:**

**J. Cardinale MOVED to approve the Manifest dated 7/7/15 in the amount of \$152,527.43; SECONDED by: T. Croteau VOTED: 4-0, MOTION PASSED.**

J. Lewis advised Connie Merrifield has stepped up to the plate. She has gone above and beyond in her duties.

**SUPERINTENDENT'S REPORT:**

The Board received J. Lewis' report.

\*The auditors were in and began on June 30<sup>th</sup>; will be back on July 27<sup>th</sup>. Advised subsequent years should be a breeze once 2011-2012 is done.

\*Advised he called to inform Juan Romero that they cannot use the facility for the pipeline meeting. The Board advised it is against policy.

\*Lisa Louder will give a speech to the DOE next Friday. She is in the top five for NH Teacher of the Year.

\*J. Lewis has invited the Superintendent from Pioneer, Ruth Miller, to Winchester for coffee sometime.

R. Horton advised he would like to be there.

\*Discussed Science Lab for K-8; feels it would be an easy move.

The Board advised they can do it in stages.

J. Cardinale feels they can get a good jump on it this Summer.

R. Horton feels they should consider a Smart Board for that room.

J. Cardinale feels they should put the brakes on putting the other teacher in that room as discussed at the last meeting.

\*Discussed ISS.

R. Horton advised ISS was different when he went to school. Kids aren't upset about going to ISS. Feels ISS needs to be re-thought out.

\*Literacy Night is set for October 14<sup>th</sup> and September 17<sup>th</sup> is Constitution Day; supports behavior reinforcement.

\*Has tried to reach Mark Joyce, but hasn't heard back from him.

\*Can try to meet with Winchester Support Staff; could put some dates together and hopefully can meet by August.

R. Horton asked if they can do an e-mail discussion.

The Board and J. Lewis agreed will do that.

Sue Rice advised the WSSA is meeting Tuesday. If they have the dates to bounce off each other by then, it would be good.

R. Horton asked about projects for outside. There is a lot that needs to be done; vegetation has grown up, etc.

J. Lewis advised they were going to compare the Maintenance Worker position with the Facilities Manager and then see where the projects fall.

R. Horton would like to see if they can schedule something with our Budget Committee. Feels they should notify everyone that they are on the committee.

J. Lewis will ask the committee to attend the meeting on August 20<sup>th</sup>.

**CITIZENS COMMENTS:**

Sue Rice asked about the logistics of putting the nurse in the front office; boxes, etc. get piled in there and there would be a separate bathroom. It seems like a distance and potential catastrophe with a sick child running down the hall to the bathroom.

J. Lewis advised there would be someone there all the time. If the nurse needs to leave, Diane will be there. They will get more walkie-talkies.

**J. Cardinale MOVED to go into Non-Public session at 5:40 pm; under RSA91-A:3(c) SECONDED by: K. Bazan, T. Croteau – yes, K. Bazan – yes, R. Horton – yes, J. Cardinale – yes, MOTION PASSED.**

**E. Jackson arrived at 6:00 pm.**

**J. Cardinale MOVED to leave Non-Public session at 6:23 pm; SECONDED by: T. Croteau, VOTED: T. Croteau – yes, K. Bazan – yes, R. Horton – yes, J. Cardinale – yes, E. Jackson – yes, MOTION PASSED.**

**J. Cardinale MOVED to go into Non-Public session at 6:23 pm; under RSA91-A:3(b) SECONDED by: T. Croteau, T. Croteau – yes, K. Bazan – yes, R. Horton – yes, J. Cardinale – yes, E. Jackson – yes, MOTION PASSED.**

**J. Cardinale MOVED to leave Non-Public session at 6:28 pm; SECONDED by: E. Jackson, T. Croteau – yes, K. Bazan – yes, R. Horton – yes, J. Cardinale – yes, E. Jackson – yes, MOTION PASSED.**

**J. Cardinale MOVED to go into Non-Public session at 6:28 pm; under RSA91-A:3(a) SECONDED by: K. Bazan, T. Croteau – yes, K. Bazan – yes, R. Horton – yes, J. Cardinale – yes, E. Jackson – yes, MOTION PASSED.**

**T. Croteau MOVED to leave Non-Public session at 6:36pm; SECONDED by: J. Cardinale, T. Croteau – yes, K. Bazan – yes, R. Horton – yes, J. Cardinale – yes, E. Jackson – yes, MOTION PASSED.**

While in Non-Public Session, the Board discussed Personnel matters, a new hire and a legal matter.

**E. Jackson MOVED to seal all the minutes of the Non-Public sessions; SECONDED by: K. Bazan, VOTED: 5-0, MOTION PASSED.**

Sue Rice asked about sealed minutes. The Board had discussed reviewing them.

The Board and J. Lewis advised they will start going through the sealed minutes at the second meeting in August.

J. Lewis advised they need a set in the office.

R. Horton feels one Board member should have a key to the building.

J. Lewis advised no one in the building was able to lock it so D. Chamberlain came down to do it. Since it was about 1:00 am, he stayed and worked.

E. Jackson – Everyone who has a key or access to the code, needs to sign it out.

J. Lewis advised D. Chamberlain has the master list.

**J. Cardinale MOVED to adjourn the meeting at 6:43pm; SECONDED by: E. Jackson, VOTED: 5-0, MOTION PASSED.**

Respectfully submitted,

Peggy Higgins  
School Board Secretary