

**WINCHESTER SCHOOL BOARD
WINCHESTER SCHOOL LIBRARY
JANUARY 7, 2016**

Board Members Present: R. Horton, K. Bazan, J. Cardinale, S. Thompson, T. Croteau.

Administration Present: J. Lewis, E. Jackson, B. Stevenson

The meeting was called to order by Chair, R. Horton at 6:30 pm.

CITIZENS COMMENTS:

None.

MINUTES:

J. Cardinale MOVED to approve the Minutes of the 12/3/15 Board meeting; SECONDED by: T. Croteau, VOTED: 5-0, MOTION PASSED.

GUEST SPEAKER:

Angel Jackson, School Treasurer, came to discuss the checks and balances procedure.

The Board has requested that she come in and do a quarterly report; is good for audits, too.

She will work with E. Jackson.

R. Horton advised we haven't done this before so it is a work-in-progress.

Angel Jackson offered to help with reconciliation. Once they have a starting figure she can work with E. Jackson.

E. Jackson – The auditors advised even if she does a review of the manifest that is a check and balance.

FINANCIAL:

*E. Jackson met with a representative from Primex regarding replacing three lines of insurance previously with another company. They are going out of business. It will take four to six weeks to get a quote after the applications are submitted.

E. Jackson feels those lines in the budget will probably be level-funded between the three coverages.

*Heard from M. Davey today; he e-mailed an updated warrant article to enter into an Energy Performance Contract of up to \$1,026,000 with \$94,500 in rebates and grants. Otherwise, he suggested moving ahead with a control re-commissioning of the existing system for a cost of not over \$20,000. It could yield up to \$7,000 in annual savings and potential rebates of \$5,000.

*The auditors will be here on January 13th and 14th.

. E. Jackson thinks they are halfway through the 2013 audit. They are also working on documents E. Jackson sends them when they are not in the building.

The Board reviewed the Manifest and asked questions.

K. Bazan MOVED to approve the Accounts Payable Manifest in the amount of \$1,638,871.97; SECONDED by: J. Cardinale, VOTED: 5-0, MOTION PASSED.

E. Jackson advised this is the for the tuition bill to Keene.

T. Croteau advised it is his understanding that Keene is working on checking residency.

Distributed revenue information for this year and reviewed with the Board.

E. Jackson advised they need to get free/reduced lunch applications back; otherwise we will receive less funding.

T. Croteau – Could do RoboCall.

E. Jackson reviewed Adequacy Aid:
Expecting SWEPT at \$2.345 for a total of \$605,359
Expecting Adequacy Aid at 96% for \$4,070,193.63.

E. Jackson distributed a five-year revenue history to the Board and reviewed this year's revenues.

*Catastrophic Aid – Don't have any students that really qualify. We will be receiving \$12,000 which is \$18,000 less than anticipated.

*Statewide Education Tax – Could be short this year.

*Building Aid - \$61,000.

*E. Jackson advised they have done really well with Medicaid reimbursement.

*Health Trust Refund this year; will not be receiving that next year.

*E. Jackson reviewed revenues for next year. She expects a 60% increase in Medicaid.

*E. Jackson expects a little less from Food Service due to the CEP grant.

E. Jackson discussed what will need to be raised from taxation each year. Advised the year after next will be a \$2.13 increase on the tax rate.

E. Jackson advised she didn't budget any extra for additional Special Education students. If students move in, we don't have it covered.

E. Jackson advised the biggest increases to the budget are an 8.65% increase in Health Insurance and a huge increase to Teachers' Salaries - \$1.2 million. With raises and track changes it comes to \$1,312,000.

E. Jackson advised they have \$20,000+ more in expenses this year than last year and a \$300,000 reduction in revenues.

The Board will hold another Budget meeting on Monday, January 11, 2016.

E. Jackson advised the last day for petitioned warrant articles is January 12th.

ASSISTANT PRINCIPAL'S REPORT – Beth Stevenson:

*Excited to start the second half of the year. Held a back-to-school staff meeting last week; discussed Technology and Science Lab; nurse gave refresher on Epipen; reviewed survey with staff; continuing with book study on positive school climate and culture, etc.

*Professional Development Committee put together a survey.

*Technology Committee will finalize comprehensive survey.

*Counseling two grades at a time.

*Working with MCVP – will be scheduling crisis and prevention for parents.

*Nurse will be attending training on Narcan. We will receive free equipment.

*Discipline is no worse, but no better; looking at how to reform it. They have put out some changes.

R. Horton is curious; imagines the bulk of problems come from certain classrooms – child engagement, girls vs. boys, teacher control. If you are finding it mostly in young boys, are we building programs to focus on that?

*Working on standards-based report cards.

*Will be attending Keene High School with Sped personnel to address Alt Ed reforms.

T. Croteau asked about Committee meetings and revamping discipline matrix. What changes can we implement now to improve behavior?

J. Cardinale asked about Alt Ed.

J. Lewis advised had a little hiccup; the main person handling it is having some family issues.

J. Cardinale asked how many students there are in the program.

J. Lewis advised three; one high school student.

J. Cardinale asked about the number with tutors.

J. Lewis advised two to six plus three adults.

B. Stevenson advised the changes they have seen in the two students is like day and night.

B. Stevenson – Could we have more small groups for Alt Ed? If we could help kids be more successful, perhaps they could take classes and go out into businesses to work in the afternoon.

SUPERINTENDENT’S REPORT:

*J. Lewis ordered a couple of signs stating no dogs on school property.

Sue Rice advised there should be a no smoking sign, too.

J. Lewis advised there is a no smoking sign there.

*MAP testing begins Monday; should be done by the first week of February.

*Lice checks were done after vacation. One child was sent home.

*J. Lewis can’t make the Selectmen’s meeting this week. After discussion, J. Lewis will let them know no one from the Board will attend.

*Observations are underway. J. Lewis brought a book for the Board to look at that includes a rubric on how teachers are evaluated

*Jersey barriers are in place and look okay.

*Spoke with Pinney Plumbing; they feel the tank is the way to go.

R. Horton and J. Cardinale advised that they want a quote with on-demand heaters, too.

J. Cardinale advised the benefit of a tankless water heater is when you don’t turn on the shower, you don’t use gas.

*Discussed discipline; need to handle in a fair, firm and friendly manner; if there is an issue need to address it.

R. Horton thinks they should get rid of ISS and figure out a different way of handling the issues.

K. Bazan advised he did research today on a possible Recycling Policy. Jaffrey-Rindge has a policy that goes along with their Community Involvement Plan; they also have a club. They will have a rough draft for the next Board meeting.

E. Jackson advised they used to compost everything, but that created a problem. Would like to start in the lunch room and do an educational piece. They recycle cardboard, paper, plastic bottles, now. Need to expand it and have a person in charge.

R. Horton asked E. Jackson to reach out to Marie Vaine.

K. Bazan read the proposed policy to the Board.

The Board discussed having a Recycling club or committee.

B. Stevenson advised it is a lot for one person to handle; big time commitment. Maybe people could share the responsibility.

Committee Reps:

KHS Committee:

Will discuss in non-public session.

R. Horton asked about negotiations.

Sue Rice advised the support staff received the draft; ratified the big issues.

J. Lewis asked if they are set to go.

Sue Rice – Yes.

Scholarship:

T. Croteau advised Saturday the Committee will meet here at 11:00 am. Will try to freshen things up.

Professional Development:

Survey went out to staff; anticipate results next week.

Technology:

J. Lewis thinks J. Stanway will be back on Monday. J. Stanway, S. Thompson and R. Pymm want to start the website discussions now.

R. Horton advised tomorrow night is the first of the home game series for Girls and Boys Basketball.

CITIZENS' COMMENTS:

Sue Rice asked about the difference between the Budget Committee and the Finance Committee.

R. Horton advised the Budget Committee is elected and they set the budget. The Finance Committee is advisory; they do checks and balances.

Sue Rice asked where we are with the Trust funds.

J. Cardinale advised they need to stay on top of Ken Cole until he does something about it.

J. Cardinale MOVED to go into non-public session at 7:56 pm; under RSA91-A:3(c) SECONDED by: S. Thompson, VOTED: S. Thompson – yes, K. Bazan – yes, R. Horton – yes, J. Cardinale – yes, T. Croteau – yes, MOTION PASSED.

J. Cardinale MOVED to leave non-public session at 8:13pm; SECONDED by: K. Bazan VOTED: K. Bazan – yes, R. Horton – yes, J. Cardinale – yes, S. Thompson – yes, T. Croteau – yes, MOTION PASSED.

R. Horton advised while in non-public session the Board discussed a personnel matter.

J. Cardinale MOVED to seal the minutes of the non-public session; SECONDED by: T. Croteau, VOTED: 5-0, MOTION PASSED.

E. Jackson advised the State is coming to do an inspection of the Food Program.

J. Cardinale MOVED to adjourn the meeting at 8:15 pm; SECONDED by: K. Bazan, VOTED: 5-0, MOTION PASSED.

Respectfully submitted,

Peggy Higgins
School Board Secretary