

**WINCHESTER SCHOOL BOARD
WINCHESTER SCHOOL LIBRARY
OCTOBER 20, 2016**

Present: K. Bazan, T. Croteau, L. Picard, S. Thompson, H. Griffus

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

The meeting was called to order by Chair, K. Bazan at 6:34pm.

CITIZENS' COMMENTS:

None.

L. Picard MOVED to approve the public minutes of 9/15/16; SECONDED by: T. Croteau, VOTED: 5-0, MOTION PASSED.

OLD BUSINESS:

J. Lewis advised they were hoping to have Nature's Classroom here to give a presentation to the Board, but they are just not ready yet.

J. Lewis met with Robert Leustek. The cost is \$50.00 to join Cheshire TV and learn how to film. He can borrow equipment and could film meetings. They would then be shown through ComCast on Channel 8. Robert Leustek advised he would also put the meetings on YouTube.

Robert Leustek advised Channel 8 is gray right now.

J. Lewis advised Robert Leustek said he might then buy his own equipment. Maybe they could have a little studio here.

Robert Leustek wants people to be involved. Feels there are conflicts with jobs, age and people feeling the meetings are scary. This way people could watch the meetings at home. He would like to do all the town meetings, but would need a team of community members to help.

K. Bazan asked Robert Leustek to pass the message to Cheshire TV that the Board would like to see the Keene High School Board meetings on Channel 8. Is there a reason why they can't broadcast them?

Robert Leustek will ask.

Robert Leustek advised equipment they use at Cheshire TV is roughly \$2,700.00 to buy. He is planning to start a GoFundMe account to raise money to purchase equipment.

K. Bazan's understanding is if the Town has a contract with the company we are entitled to certain equipment, etc.

Robert Leustek – Yes and the meetings would be recorded and broadcast.

L. Picard – What if people don't want to be recorded?

Robert Leustek explained per the RSA, at any public meeting anyone can record the meeting if they choose. When anyone is in a public space, there is no expectation of privacy. Advised he won't do it without permission.

H. Griffus could it be voices and background? She understands L. Picard's issue.

L. Picard feels it deserves more discussion.

L. Picard feels part of a meeting is the interaction with other public members and the Board.

Robert Leustek hopes they will get more community involvement at meetings and hopes people won't think meetings are scary places.

L. Picard would like to discuss this with Barrett Christina and Attorney Phillips. He doesn't think they need a motion.

J. Lewis will contact the Attorney before giving the okay.

A member of the Selectboard advised he is hoping the School Board will okay the use of recording equipment and then the municipality could use it. He thinks it is quite possible that the Town could come up with funds. Thinks down the road there could be many possibilities to use the equipment.

K. Bazan asked if the Selectmen have been approached.

The Selectboard member advised, yes through the back door; not everyone was in favor of it.

Robert Leustek advised by law, the minutes are not all encompassing. They are working hard on getting cameras back in police cars. By recording and videoing, there is no he said/she said.

Focus II Chill Zone:

Administration wants to re-analyze where we want to go with Focus II.

M. Duprey is wondering if it is the best use of personnel and resources. He thinks some students' needs surpass what we can provide to students in Focus II. Not sure we want that model.

J. Lewis feels rather than dig in now, want to re-evaluate it.

L. Picard asked if there is any projected date.

M. Duprey thinks it will have to go hand-in-hand with the budget.

NEW BUSINESS:

Policy GBEAA and JRB – Confidential Student Information:

The Board reviewed the policy and made changes.

L. Picard asked if staff members are advised of policies.

J. Lewis – Yes.

K. Bazan advised since we have been approving policies, the staff has been notified.

J. Lewis will make changes and bring it back for a third and final reading.

Policy GBEBE – Employment of Relatives or Persons with Romantic Personal Relationships:

After review and discussion, K. Bazan had two suggestions; to contact Barrett Christina for other policy examples and have the administration team look at it again and come back with something that makes sense for Winchester.

FINANCIAL REPORT – E. Jackson:

*The Board asked J. Lewis to remind Attorney Phillips to send legal bills.

*E. Jackson brought electricity quotes to the Board. Quotes change every day. Explained Winchester would receive a separate bill, but we would go in with a larger contract group so we would receive a lesser rate. The longer we wait, the higher the rates. Could be seasonality.

After discussion, **K. Bazan MOVED to sign a twelve month contract with NextEra Energy Services for \$6.75 cents per hour; SECONDED by: L. Picard, VOTED: 5-0, MOTION PASSED.**

J. Lewis signed the contract.

*Waiting for materials for railings for Thayer steps – no ETA on installation.

*Thayer Roof Assessment – Marvin Smart did an assessment. E. Jackson received a \$7,500 verbal quote, but need hip cap and two downspouts, for a total cost of \$7,800.00. He will also do any repairs, etc. for \$65.00 per hour. We need to get the roof done before Winter.

*Thayer Masonry Work – It will be a Spring project. They will get three quotes in the Spring.

L. Picard MOVED to have Marvin Smart perform the noted activities of replacing tiles and any additional work up to \$10,000 on the Thayer Building; SECONDED by: H. Griffus, VOTED: 5-0, MOTION PASSED.

L. Picard – If concerned with whether to snow blow the roof, etc. could bring in the insurance company.

K. Bazan would like to continue researching the issue with the tiles on this side.

E. Jackson – Need to go after the insurance company; most likely had a bond.

K. Bazan asked that the research continues.

*DOL Second Re-Inspection - J. Lewis requested an extension to 11/10/16. He can always extend that date if he has to. Eye wash stations have been ordered. Others came in, but didn't fit. Curtains on the bookshelves need to come down.

K. Bazan MOVED to approve the Accounts Payable Manifest of 10/21/16 in the amount \$226,077.25; SECONDED by: L. Picard, VOTED: 5-0, MOTION PASSED.

K. Bazan MOVED to approve the Payroll Manifest of 10/21/16 in the amount of \$210,526.42; SECONDED by: T. Croteau, VOTED: 5-0, MOTION PASSED.

*Audit – Sent responses today for the 18 findings. Next visit by the auditor will be 10/26/16 to complete the rollover.

E. Jackson thinks it may take two weeks for final reports.

*Inventory and Equipment Management Policy - E. Jackson will bring a preliminary policy to the Board at the next meeting.

BUILDING ADMINISTRATOR REPORT – M. Duprey:

*Next week is Red Ribbon Week. Tuesday and Thursday there will be presentations from 5:00pm to 7:00pm on bullying Prevention, Internet Safety, etc.

*Bus evacuation drills today Pre-K – Grade 8. It went very well.

*Tuesday they put together a homecoming day with the boys and girls Soccer teams. They started with a pep rally and the 6th Grade sang the National Anthem. The Cross Country team had a meet away, so they had to leave before the pep rally.

*Survived Nature's Classroom. Feels it will be a benefit to him participating/making connections.

*Working with parents on what expectations are regarding their child's behavior. He is working closely on trying to be consistent with expectations for students.

*M. Duprey advised he continues to be impressed with faculty and staff here. The dedication to families and students is amazing. Feels they go above and beyond. They helped in the kitchen wiping tables, etc. when the custodian was out.

Feels the Winchester community should be very proud.

*Seeing improvement in individual student behavior. From M. Duprey's expectation they have a long way to go, but he is seeing parent involvement; willing to work with him.

SUPERINTENDENT'S REPORT – J. Lewis:

*J. Lewis and Board members attended training on budget prep at the NHSBA in Concord.

*Still looking for paraprofessionals. Will be meeting with Keene, Monadnock and Winchester in collaboration regarding staffing; could share resources.

*Alt Ed has six students. That is good news. Would like to see it expanded.

*J. Lewis gave a presentation on the Smart Board regarding App update. Advised they are on schedule. They will start putting in teacher information soon. Believes it will be up and running by December.

S. Thompson warned J. Lewis to be careful with clever animation names; if it is not obvious to people, they won't click around.

J. Lewis advised they will have access to Blackboard Connect until this is in place.

*Head checks were done by Applewood. They are willing to help us out.

T. Croteau asked if there were any cases of lice.

E. Jackson heard of one.

T. Croteau – The nurse should let you know.

J. Lewis will follow up with the nurse.

*Have access to student emails for Winchester high school students; can contact them anytime now.

*At the Selectmen's meeting asked for sand, but didn't get the right kind.

E. Jackson advised the town will put the sandbox together, if we buy the materials.

*CAST is looking for a night meeting to try to get more people involved. Mornings are hard for people. They want to have the meeting at the school.

COMMITTEE REPORTS:

Budget Committee:

K. Bazan advised the Board went to the first meeting with the Town. The feeling of other committee members is they should take one Saturday and go through all the information.

L. Picard advised they were already talking about a second Saturday.

K. Bazan advised they will be meeting on November 19th from 8-12. The budget is \$100,000 less than what was passed last year for the Town. Most budget lines were flat.

K. Bazan reviewed budget meeting from October 18th; will continue on the 24th.

L. Picard reviewed the training Board members attended with Barrett Christina. L. Picard and H. Griffus felt it was very helpful. Felt they had a basis and would be educated on what they need to know for the budget meeting so they can be prepared. There was information on understanding forms, what people are doing about revenues, etc.

L. Picard felt there was a definite apprehension in the air; members thinking this will be another difficult budget year.

L. Picard - Barrett Christina will send the Board some forms electronically.

K. Bazan would like the Deliberative Session before the Town's this year.

K. Bazan thinks Thanksgiving is a good goal for having the budget done.

The next Budget meeting will be on Monday, 10/24 at 6:30 pm.

T. Croteau asked about the defibrillator.

J. Lewis advised we got two.

E. Jackson – It took forever.

Joint Loss:

The next meeting is November 15th at 3:30 pm.

Keene High School Committee:

The Committee will be meeting on 11/1 at 4:30 pm.

J. Lewis advised the Committee met with Winchester students at Keene. Kids are very enlightening. Discussed what they like and don't like.

L. Picard – Still waiting to hear from Keene regarding AREA.

Selectboard Meeting:

J. Lewis and S. Thompson attended the meeting. The Selectboard asked about the audits.

K. Bazan asked that E. Jackson go with copies of the audits to the next meeting.

Negotiations:

They are in the middle of negotiations. The next meeting is next Thursday.

Sick Bank:

T. Croteau explained to H. Griffus that she will only need to do something when someone asks to use time. There will be follow-up.

Professional Development:

K. Bazan asked if there is a committee meeting coming up.

J. Lewis advised 10 people signed up for a workshop on Dyslexia.

Technology:

SymQuest is looking to extend their contract with Winchester.

J. Lewis agreed to three months.

E. Jackson and V. Carey will come to the next meeting with information about the server project.

K. Bazan would imagine the Technology Committee should be scheduling a meeting as they are coming to budget season.

T. Croteau asked about a teacher's comment that the old computers are not working.

J. Lewis advised it is an ongoing issue.

E. Jackson advised carts are being used every day; sometimes in the library, sometimes in the classrooms.

K. Bazan would like to be getting information from the Committee.

M. Duprey – Can talk about it tomorrow. There is an early release day.

E. Jackson explained there are a lot of projects; a lot of catch up. She is not surprised they have not had Technology meetings.

K. Bazan doesn't want to be in a position where the Board doesn't know what is needed.

T. Croteau asked about the phone system.

M. Duprey explained there is still a glitch.

T. Croteau asked if they could review it at the next meeting. Feels they should do whatever they need to do to get the system to work.

J. Lewis agreed.

L. Picard asked J. Lewis to remind the staff that it is budget season. If there are any committees they want to be on, let the Board know.

L. Picard feels information on items for budget season, coming out of a specific committee, is helpful to the Board.

Energy Conservation/Facilities:

T. Croteau feels they should be doing something with the recommendations the company gave the Board.

L. Picard feels they should set up committee meetings and then ask people to come.

S. Thompson, H. Griffus and E. Jackson will meet and e-mail information and maybe establish a meeting date.

T. Croteau advised they should add more sensor lights as a budget item.

K. Bazan asked if we have received any snowplow bids.

E. Jackson advised no; the ad is in the Reformer.

E. Jackson advised the Town received a quote from SUR. She is going to ask the Town if they will plow this big lot and then we could take care of the emergency exits.

K. Bazan would like an ad for snow plow bids to go in the Greenfield paper.

E. Jackson can do that.

Sue Rice advised it is on Facebook and has been shared. Need to keep sharing.

T. Croteau asked about doing our own busses. He asked J. Lewis to get hard numbers on how many busses we would need, what it would cost to use those busses and what we would pay bus drivers.

John Picard advised First Student pays \$14.26.

T. Croteau asked J. Lewis to call Porter's Diesel to see what it would cost to service/inspect busses. Would they store them for us and for how much?

J. Lewis will be bringing this information to the Board.

K. Bazan feels they should start with smaller size busses; got to start somewhere.

T. Croteau – If we could do this for \$450,000, should we?

Sue Rice advised Fall Mountain runs their own busses.

T. Croteau – Westmoreland does their own.

K. Bazan will discuss more on Monday's meeting for 15-20 minutes.

CITIZENS COMMENTS:

Sue Rice advised her grandchildren are bringing home their Chrome Books.

L. Picard thinks the Technology Committee should look at getting more.

Sue Rice advised the Music teacher is getting kids ready for the holiday concert. The words to the songs are on the Teacher pages. One-quarter to one-half of parents go on to that site.

Sue Rice feels the Board could talk to Monadnock and Keene about a foreign language teacher. Maybe they are not using theirs 100%.

Sue Rice asked if we are actively looking at ways to hire people. Can't just say we can't find anyone.

J. Lewis – Absolutely; not sitting by and saying that.

Sue Rice feels we need something fresh to get people in.

Sue Rice advised negotiations for support staff is coming up next year. She gets the feeling the Association/Union is what is holding us back from hiring people, but feels we are further ahead due to the Union.

Sue Rice advised they are talking about paying \$16.00 for a bus driver and fighting for \$11.00 to help kids. It is pretty sad.

E. Jackson thanked Sue Rice for putting together training for tomorrow and inviting everyone.

Sue Rice advised the attorney will be coming and giving information and answering questions. Interns are welcome and anybody who may benefit is welcome to come.

Sue Rice – This room and the computer room are both heated and air conditioned. There is cold air blowing. She thinks the thermostats must be set low. She feels someone should probably come up with a standard temperature, set it and don't touch it. It is the same in the computer room.

E. Jackson advised it is an ongoing issue. It should be a set temperature.

E. Jackson advised they have had weird weather.

L. Picard MOVED to go into non-public session under RSA91-A:3(c) at 9:05 pm; SECONDED by: K. Bazan, T. Croteau – yes, K. Bazan – yes, S. Thompson – yes, L. Picard – yes, H. Griffus – yes, MOTION PASSED.

L. Picard MOVED to come out of non-public session at 9:12pm; SECONDED by: T. Croteau, K. Bazan – yes, S. Thompson – yes, T. Croteau – yes, L. Picard – yes, H. Griffus – yes, MOTION PASSED.

K. Bazan advised while in non-public session the Board accepted two resignations.

K. Bazan MOVED to adjourn the meeting at 9:14pm; SECONDED by: L. Picard, MOTION PASSED, VOTED: 5-0, MOTION PASSED.

Respectfully submitted,

Peggy Higgins
School Board Secretary