

**WINCHESTER SCHOOL BOARD
WINCHESTER SCHOOL LIBRARY
NOVEMBER 17, 2016**

Board Members Present: K. Bazan, L. Picard, T. Croteau, S. Thompson, H. Griffus
Administration Present: J. Lewis, E. Jackson, M. Duprey

The Meeting was called to order at 6:31pm.

CITIZENS' COMMENTS:

Robert Leustek spoke with Cheshire TV; advised it is grayed out because there is no server feeding the content; would cost \$3,000. No one can find the Comcast contract; coming up for renewal next year. We could renegotiate it.

Advised would film for YouTube at first. When he gets the equipment; need to house it somewhere, perhaps at the school. Then they will need someone to feed the information to the server. Robert Leustek will get footage of the Keene School Board and Committee meetings from Cheshire TV.

Robert Leustek advised when filming, he won't zoom in on people. He won't film the audience or the end of the table. Advised there will be no recording during non-public session. He has offered the same thing to the Historical Society and they were very receptive.

J. Lewis advised they will see how many students in Keene are in the video class; maybe they could use it for community service. He will definitely need help.

K. Bazan was encouraged that Robert Leustek is filming meetings. He is relatively sure with Comcast that it shouldn't cost the Town anything. It should be just volunteer hours and no funding whatsoever.

Robert Leustek advised that Roberta Frazier at the Town said emphatically that it is not in the contract.

Robert Leustek would like to see the money go to public access. He will only film if he has a camera and will not allow comments on the YouTube Channel.

Heather Griffus is okay with Cheshire TV, but not comfortable with being on the Internet. Feels they need more information. She feels all questions need to be answered before the meetings are filmed.

Robert Leustek will get information and answer any questions the Board has. Advised he is a novice at this;

learning as he goes along.

L. Picard MOVED to approve the minutes of the 10/18/16 Budget Meeting; SECONDED by: H. Griffus, VOTED: 3-2 (T. Croteau and S. Thompson – abstained), MOTION PASSED.

L. Picard MOVED to approve the minutes of the 10/20/16 Board Meeting with corrections as noted, under second paragraph of Old Business, amend L. Picard to J. Lewis; under Financial Report - second bullet, change rate to *bill*; at the end of the last sentence add *could be based on seasonality*; under the Motion on the NextEra Contract, amend \$6.75 to 6.75 cents and under Superintendent's report amend clever animation to *navigation*; SECONDED by: T. Croteau, VOTED: 5-0, MOTION PASSED.

Nature's Classroom Presentation:

Brandon Burnor, Student Council President and Shaun Favereau gave a Power Point presentation.

Brandon Burnor advised everyone had a blast; there was no arguing, no problems. Explained he is not someone who goes away from home, but he had fun.

Sean Favereau advised it was education mixed with fun; tricked into learning something.

Brandon Burnor explained there was a lot of talking/collaborating during free time. That is what he liked the best.

Sean Favereau advised they built a geo dome.

Brandon Burnor explained the most dreadful time was bedtime; kids didn't want to go to bed, but then it was the most relaxing time.

Brandon Burnor advised when out at the water, the waves were three times taller than him; amazing to see the sunrise. It was very relaxing. The kids played games, including gaga, tag and different sports; did dissections on snakes, squid, etc. Advised it was interesting to learn about what they ate. They learned about building trenches, tepees, etc. They learned to build a fire without paper, gas, etc. Brandon Bernard advised that was one of his favorite classes.

Sean Favereau advised they built shelters with resources they had; built a tepee. Did a study on marshes; what animals are there, birds, crabs, etc.

Sean Favereau and Brandon Burnor thanked those who allowed them to go and for the great experience.

M. Duprey asked what advice they had for the 7th graders.

Brandon Bernard advised they need to listen to advisors and have fun; leave drama at school or home. Highly recommend they do it again; feel it is a lifetime experience.

Brandon Burnor explained at meal times kids served as waitrons. They would go in 15 minutes early to set tables and get ready for mealtime for their own group. It was fun. He thought the food was great. Between all three schools that attended, one day they had less than two pounds of waste.

The Board asked Brandon Burnor as President of the Student Council, if he thought of implementing something similar here?

Brandon Burnor explained he was going to talk with J. Lewis and M. Duprey. Feels they could possibly do something with the woods out back. It is something he has thought about.

T. Croteau feels specifically could do weighing of food waste.

Brandon Burnor – Yes, would do that.

J. Lewis advised the kids were reaping Mrs. Miner's teaching skills. He thanked her for putting it together.

J. Lewis distributed the policy for non-school employee access by key card to the building. The Board reviewed and made changes.

K. Bazan explained the Board has been concerned about access to the building. That needs to be addressed. Not sure we know who has keys to the building.

J. Lewis – That's why we are looking to do key cards; want to limit the number of keys. Hoping will get a grant.

E. Jackson advised this would be for other people, not employees of the School.

Sue Rice – What about electronic access not specific to key cards?

POLICY GBEBE:

T. Croteau gave L. Picard suggestions for the wording of the policy. She will add them, highlight the changes and e-mail it to J. Lewis. They will bring it back to the next meeting.

J. Lewis advised the Board on the potential bus strike. Not sure where it will go, but our contract has a no-strike clause. The bus company employees advised they would drive our busses if it is necessary.

L. Picard- Is there an option for parents bringing kids early to ACCESS with no financial hardship?

J. Lewis – Yes.

FINANCIAL REPORT – E. Jackson:

The Board reviewed the Manifest and asked questions.

*Railings on Thayer steps were installed by Innovative machine. They told E. Jackson not to expect a bill; it is a donation. She will bring a letter thanking them, for the Board to sign.

*Thayer Roof – Gutter work is complete; one gutter was completely rotted. The total cost was \$10,918 which was over the \$10,000 approved.

*J. Lewis requested another extension to December from the DOL. Eyewash stations still need to be done. He will double-check to see if the water needs to be tempered. ACCESS is building a storage area.

*E. Jackson is waiting for a letter from the attorney regarding any pending liabilities over \$10,000. The audit cannot be finalized until that is received. The auditors will be back on November 29th to work on the 15-16 audit.

*Investment Policy Annual Review – For informational purposes only. Have to review investment policy each year, per the auditor.

*DOE25/MS25/MS24 is complete - Returned \$789,226.84 to offset taxes. There has been a decrease in out-of-district students, Keene High School tuitions, oil and increased revenue and grants. The amount was after \$25,000 was allocated to the Special Ed Trust Fund. E. Jackson revised the estimated revenues for 16-17 in the MS24.

K. Bazan advised that is a huge figure. Will need an explanation as to why it is so big.

E. Jackson will write up an explanation.

K. Bazan advised the budget looks to be much higher next year. It is hard to justify. He thanked E. Jackson for all her hard work.

E. Jackson – Students move out, but could come back.

K. Bazan – There are big cost items coming down the pike. He is really concerned about the budget being funded when they are returning so much.

L. Picard thinks it would be beneficial to have a review of what the figure may be quarterly.

E. Jackson – That’s what the Committee is for.

K. Bazan doesn’t think it is fair to anyone to see the tax bill go up by \$5, \$6 or \$7 next year.

E. Jackson – Could have our general fund placed on the ballot and voters could vote. Then we could hold those monies and not have to return all of it.

K. Bazan thinks 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.. Feels it would make more sense as a first step. Keep the Special Ed Trust fund where it is and keep contributing. .

K. Bazan – If we had the fund in place, we could take from it.

K. Bazan – Let’s get in touch with Barrett Christina. We will be meeting after the next Budget meeting and could review it then.

E. Jackson advised they received \$77,000 in grants and \$78,000 in Medicaid over and above what as originally budgeted.

Mel Harrison asked once July 1st is here, we can’t spend monies?

T. Croteau explained it is last year’s money.

Bambi Truesdell feels when teachers see that number they will question it, too.

K. Bazan is confident the Board will make really good decisions. Feels this is a one-time thing. We are getting a clear picture of what the school needs.

T. Croteau advised E. Jackson that the letter she does should go to the post office, town hall, etc. to be posted.

E. Jackson will give information to the Board and decide how to do it.

Sue Rice asked if the explanation could go in the School/Town report.

E. Jackson – It could.

E. Jackson reviewed the DOE25/MS25 with the Board and they signed it.

T. Croteau asked about CAT Aid.

E. Jackson - In 2017-2018 there is a \$215,000 reduction.

E. Jackson – Will have information for Monday.

K. Bazan asked for a quick summary of how the calculation happens.

E. Jackson will send policies to L. Picard and T. Croteau and they will meet to review them on December 15th at 6:00pm., before the Board meeting.

BUILDING ADMINISTRATOR REPORT – M. Duprey:

*Student Council elections were held; 117 kids voted. Brandon Bernard was elected president by one vote. It was very exciting. Students voted on Monday during Advisory by a ballot system. M. Duprey believes it was not a popularity contest. All students did a wonderful job. Kids gave speeches twice; once to the 7th and 8th graders and then to the 6th grade.

The first Student Council meeting was held Tuesday. The members are really excited; want to meet twice a week from now on. At the initial meeting they discussed looking into getting a healthy snack vending machine, dances and Middle School night, with open gym, games, etc.

H. Griffus – Casino Night was awesome last year; there was fun and learning.

*The Student Council wants to put doors on the Boys and Girls rooms; wants better toilet paper. Want to find out how expensive a mascot is. M. Duprey has done research.

Sue Rice suggested checking with Steve Pisquatelli.

M. Duprey advised the Student Council discussed doing a Winter Festival, Spirit hats and shirts, etc. Advised the group is so gung ho. There are eight members. The School store will be open during games and events to sell spirit wear, want to have hall monitors. They will review at tomorrow’s meeting.

*Tuesday afternoon will be the first meeting of the Life of a Tiger (Life of an athlete, to meet after school in a leadership development program).

*November 30th Concert @ 6:00pm; save the date.

K. Bazan asked if we will be able to have the Student Council here at a Board meeting?

J. Lewis advised they have already talked about it.

M. Duprey advised at other schools they have had a voting Student Council rep. on the Board.

The School Board thought it is a good idea to have a Student Council rep., but they couldn’t vote.

H. Griffus advised the Board that there were swear words in the bathrooms, feces being thrown around. Wanted to know what we are doing to prevent issues?

M. Duprey had all the boys together and explained that it needed to stop and if discovered again, there would be serious consequences issued. We know some students know who it is and we want them to come forward. Staff could frequent bathrooms, but there are only two men plus M. Duprey that use them. The condition of the bathrooms has improved, but there is new graffiti.

M. Duprey advised the graffiti is not as upsetting as urine and feces; may need some help dealing with it.

M. Duprey – Other measures could be put into place; wants to give it a few days. It puts more pressure on teachers if we are putting additional safeguards in place.

H. Griffus was told pills were found in a urinal.

M. Duprey did not hear that.

H. Griffus advised she could get more information.

SUPERINTENDENT REPORT – J. Lewis:

J. Lewis advised an evening CAST meeting was planned for 5:00pm., but it has been postponed until probably January.

J. Lewis – Ellen Mendelson reminded J. Lewis that they had talked about naming something after Ruby Perrin. Don't want to let it go by.

L. Picard – Would Student Council want to coordinate that?

J. Lewis – Could, probably would know her.

K. Bazan asked about the website.

J. Lewis is getting ready to download information which would allow us to send notifications out. The basic framework has been completed.

K. Bazan thought it would take 60 days.

J. Lewis advised it was not written into the contract; it was an estimate.

K. Bazan would like an update at the next meeting.

K. Bazan advised the manifest was very nicely detailed for the Keene High tuition.

E. Jackson reviewed the breakdown with the Board.

L. Picard feels some of the numbers are way off from the numbers they were given by Mr. Malay and Mr. Logan.

H. Griffus left the meeting at 8:35 pm.

T. Croteau MOVED to approve the Accounts Payable Manifest in the amount \$1,612,747.67; SECONDED by: S. Thompson, VOTED: 4-0, MOTION PASSED.

T. Croteau MOVED to approve the Payroll Manifest in the amount of \$210,610.09; SECONDED by: S. Thompson, VOTED: 4-0, MOTION PASSED.

SUPERINTENDENT'S REPORT – J. Lewis:

*J. Lewis advised we have a no-strike clause in effect until 2020; will not be effected by a strike.

*Reviewed changes due to recent election and how that will effect education.

*Alt ED – We have one adult learner at the moment. J. Lewis advised it is a big deal.

*J. Lewis explained they have pinpointed the problem with the intercom system; it is the device itself. Sometimes the Elementary School didn't hear the pager. New phones won't accept the analogue device that connects pulse to the intercom. The pulse is dead on the other side. Per J. Stanway, the new machine should take care of the issue on the other side. J. Lewis will work on the phones, too and bring information back to the next meeting.

*On November 29th J. Lewis will be meeting with area SAU Superintendents to see if they can share resources, i.e. personnel supplies, etc.

*NHSBA is hosting a workshop of Special Education Law for School Boards on Wednesday, December 7th at 6:00 pm. at Keene High School. Winchester has been invited along with other Southwest Region School Boards.

*J. Lewis is taking on the role of 504 Coordinator for the District. He distributed information on IEP's and 504's to the Board for review. Jen Weisenburger is currently doing 504's; hopes she can continue this year.

COMMITTEE REPORTS:

Budget Committee:

The Town Budget Committee meets this Saturday.

Finance Committee:

Going forward, the Finance Committee needs to meet so we know where we are.

KHS Committee:

Met yesterday; regarding AREA discussed warrant articles and meeting with Keene School Board Chair, Edward Murdough and the KHS Business Manager on December 6th.

E. Jackson has asked for information from Keene.

Negotiations:

The Committee has met since the last School Board meeting; talking with the Union. They are confident they are going in the right direction.

Selectboard Rep:

T. Croteau will attend the next meeting.

Professional Development:

K. Bazan asked J. Lewis to check with V. Carey as to whether they have been meeting on Professional Development.

Technology Committee:

K. Bazan is disappointed that there have been no meetings. Advised he would take more seriously a request from the Committee as it is a huge part of the budget. Feels Technology is not up to par here.

Karey Miner is the new Town Administrator.

CITIZENS' COMMENTS:

Sue Rice advised yesterday was National ESP Day. Support Staff put together thank-you bags; got together with reps. in Concord. The theme was Super Heroes. They made up bags for the association and bus drivers. They seemed appreciative; gave a few extra out to Diane Willis, Pat Dicey, Nancy Dziejic and Donald Chamberlain.

Sue Rice advised there was talk of wages for Support Staff; wondering where that is.

J. Lewis - Have contacted council for language to be sent to the Union.

T. Croteau MOVED to adjourn the meeting at 9:56pm; SECONDED by: K. Bazan, VOTED: 4-0, MOTION PASSED.

Respectfully submitted,

Peggy Higgins
School Board Secretary