

**WINCHESTER SCHOOL BOARD MEETING
WINCHESTER SCHOOL LIBRARY
JUNE 7, 2012**

Board Members Present: K. Whippie, T. Croteau, R. Horton, E. Jackson

Administration Present: K. Dassau, P. Bigelow, C. Paulin, J. Lewis, C. Boyle,
D. Chamberlain,

The meeting was called to order by Chair, T. Croteau at 6:32 pm.

MINUTES:

K. Whippie MOVED to approve the public minutes of the May 17, 2012 Board Meeting, amending W. Horton to *W. Hildreth* under Financial Report on Page 1; SECONDED by: R. Horton, VOTED: 4-0, MOTION PASSED.

K. Whippie MOVED to approve the non-public minutes of the May 17, 2012 Board Meeting, SECONDED by: R. Horton, VOTED: 4-0, MOTION PASSED.

FINANCIAL REPORT:

The Board received the month-end report from C. Paulin. R. Horton will deliver it to the Budget Committee Chair.

E. Jackson MOVED to approve the Manifest in the amount of \$433,862.83; SECONDED by: K. Whippie, after discussion, VOTED: 4-0, MOTION PASSED.

PRINCIPAL'S REPORT:

The Board received J. Lewis' report.

*Sheila Zabko has gone above and beyond with Math computation. Finalists have been narrowed down to one student in each grade level. Winners will be chosen next week.

*There are some students who will be retained next year; parents have been notified. The Board might receive appeals.

E. Jackson asked if notice was given to parents prior to this.

J. Lewis advised many letters were sent out in February and some in April.

E. Jackson asked how many students they expect to retain and if that number includes students in Readiness.

J. Lewis advised the highest number would be 15 and that does not include Readiness.

*Schoolapalooza will be held Monday night. It is similar to an open house, but at the end of the year.

*The Chili's fundraiser was a success. More than \$200.00 was raised for the school.

*The 4th Grade met Governor Lynch at the State House. Everyone should be very proud of them.

BOARD/COMMITTEE REP. REPORTS:

Scholarship Committee:

K. Whippie advised that the Awards Night Presentation was very nicely done. There was a nice representation of Winchester staff and community members. Thirty-three awards were given out.

K. Dassau read a thank-you note from the Senior Class President, Crystal Cards for the scholarships she received.

Joint Loss Committee:

T. Croteau advised the Joint Loss Committee met tonight.

D. Chamberlain explained that the electrician hired to put in the gym lights, advised that PSNH has no funds for rebates. Therefore, the amount of \$9,390 previously voted on by the Board, will no longer include the \$1,200 rebate. D. Chamberlain advised they could wait until December to do the work, but he can't be sure the rebate would be available then.

After discussion, **K. Whippie MOVED to continue with the replacement of the gym lights at a cost of \$9,390; SECONDED by: T. Croteau, VOTED: 4-0, MOTION PASSED.**

T. Croteau advised CPR and AED training will be available for staff for the new year.

K. Whippie feels if the school is not charged per person, they could also open it up to volunteers at the school.

SAU 38 MEETING:

K. Whippie advised that there is a fund balance. The auditor is going to calculate monies put in from each district. Letters will be sent to the Board chairs for approval and then a request for SAU38 to approve the amounts and dissolve SAU38. He doesn't feel it is a large amount of money.

E. Jackson read in previous minutes that it was \$40,000 to \$50,000.

K. Dassau advised T. O'Connor's number was close to \$200,000; he believes that is what it is.

KELLY STEINER FROM MONADNOCK VOICES FOR PREVENTION:

K. Steiner gave a presentation – the focus of the initiative is substance abuse. She explained the group started with the life of athletes. Seventy three percent of MS and HS students in the Monadnock Region participate in sports. The reason behind the initiative is to increase academic abilities. Winchester is not currently participating. Training will be held on June 26th in Keene at no cost for any adult that works with youth. K. Steiner explained Codes of Conduct have been developed and can be edited; need to be signed by parents and athletes. The Board requested a copy of the Code of Conduct. .

J. Lewis will add the June 26th training to the newsletter.

SUPERINTENDENT'S REPORT: The Board received K. Dassau's report.

*Received a letter from Ed Murdough on building aid and included it in the Board packets.

*Received comprehensive report from Mr. Harper. R. Horton will provide the report to Jackie Beaman, Budget Committee Chair. If there are any issues, he should let K. Dassau know and he will pass them on to Mr. Harper.

FUTURE AGENDA ITEMS:

*Monadnock Voices for Prevention

*Information to the Budget Committee

PAYROLL SYSTEM:

K. Dassau advised there was a problem with payroll; separate checks will be provided to staff that was shorted in their paychecks.

E. Jackson hopes there is a process in place to bump up the time taken to correct any issues. She wants to be sure those handling the correction will go to K. Dassau before any decision is made as to how the breakdown of repayment is done.

The Board reviewed a request to increase Pre-School Tuition.

After discussion, **K. Whippie MOVED to set the tuition for 2012-2013 for Pre-School per the memo presented to the School Board at \$125 for the morning session and \$150 for the afternoon session; SECONDED by: R. Horton, VOTED: 3-1, (E. Jackson – no), MOTION PASSED.**

K. Dassau advised that Hannah Gagnon has requested Maternity Leave from September 14, 2012 until the beginning of December. This was for the Board's information; no vote is required.

K. Dassau read the letter of resignation from Patrick Dorcus as Middle School Science Teacher.

K. Dassau read a letter from the NH Science Teachers Association for Patrick Dorcus' service and leadership as a member of their Board.

After discussion, K. Whippie MOVED to accept the resignation of Patrick Dorcus as Middle School Science Teacher; SECONDED by: R. Horton, VOTED: 4-0, MOTION PASSED.

K. Dassau read the letter of resignation from Hannah Smeltz as Music Teacher. She will not be returning after her leave of absence.

K. Whippie MOVED to approve the resignation of Hannah Smeltz as Music Teacher; SECONDED by: E. Jackson, VOTED: 4-0, MOTION PASSED.

K. Dassau brought the resignation of Chris Boyle to the Board as Director of Technology.

K. Whippie MOVED to approve the resignation of Chris Boyle as Director of Technology, SECONDED by: E. Jackson, VOTED: 4-0, MOTION PASSED.

K. Dassau advised that C. Paulin will not be returning next year. He has offered to continue service through the transition of a replacement.

K. Whippie MOVED to accept the non-continuation of C. Paulin as Business Manager, SECONDED by: R. Horton, VOTED: 4-0, MOTION PASSED.

K. Dassau advised he will be resigning as part time Superintendent and part time Special Ed Director and is also willing to work through the transition.

K. Whippie MOVED to accept the resignation of K. Dassau; SECONDED by: R. Horton, VOTED: 4-0, MOTION PASSED.

K. Whippie MOVED to accept the Addendum to the Superintendent Contract - SAU94/ Winchester School District, Effective July 1, the Winchester School District MOVES to extend the terms and conditions of the Superintendent's present 2011-2012 contract per agreement for a period of 60 days terminating on August 31. Such extension does not include a provision for work with the Surry School District or stipend. The contract may again be extended by mutual consent of both parties beyond August 30th, SECONDED by: R. Horton VOTED: 3-1 (E. Jackson – no), MOTION PASSED.

The Board agreed they need to do an Interim Search and a Superintendent Search.

The Board received a copy of the continuation of employment contract for the Superintendent until August 30, 2012.

K. Dassau distributed wording for ads that will go into the newspapers, etc. for review by the Board.

T. Croteau felt the wording should be set tonight so the ads can be posted Monday morning. There was much discussion and questions by the Board.

K. Dassau received a letter from Chair Peloquin advising that Surry will not seek Administrative Services from Winchester next year.

K. Dassau advised there is a need for a non-public session.

K. Whippie advised there is a need to form an interim search committee and conform it per the policy manual for the Superintendent Search Committee.

K. Whippie MOVED to form a search committee for an interim Superintendent per the SAU94 Policy Manual; SECONDED by: R. Horton, K. Dassau will do postings for a community member for the committee; VOTED: 4-0, MOTION PASSED

K. Dassau will e-mail the composition of the committee to the Board. J. Lewis will post it in the newsletter, website and places in town.

K. Whippie advised if other positions require search committees, they will bring it up at the next meeting.

CITIZEN'S COMMENTS:

Colleen Duquette asked which year's formula will be used in calculating the return from SAU38.

K. Whippie advised they didn't discuss the year; he thinks it is the last year money was put in that would be paid out.

C. Duquette asked the Board to stay on that.

C. Duquette asked if anything has been done with bringing back the high school.

T. Croteau advised there is no committee yet.

C. Duquette asked how integrated the pre-school is.

K. Dassau advised about 65-70 percent Special Ed and 30-35 percent Regular Ed.

C. Duquette asked why the Board would call the Superintendent interim.

K. Whippie advised they will look for an interim Superintendent and then a permanent one due to the time constraint.

C. Duquette feels that is wasting money; why not do a search now? She feels they won't have an interim Superintendent by October. She has been involved in searches before; explained the process.

K. Whippie feels the Board should write down and agree on a set of interview questions to be used for all candidates. They would all be given the same questions. Members should write them up and bring them to the next meeting so the Board can go through them and pass them by Attorney Upton.

Jeremy Miller remembers from the process of hiring Mr. Lewis, that the "meet the candidates" was a big plus.

Jeremy Miller feels each person resigning has been involved with extra-curricular activities. Feels the Committee needs to be sure each individual that applies understands that it is more than just a teaching position and the Board should recognize past staff publicly for that.

K. Whippie advised the Board accepts with deepest regret all resignations and the unfortunate duty to accept them.

T. Croteau thanked everyone who has worked here and have given their resignations tonight. Advised the Board does appreciate what they do.

K. Whippie MOVED to go into non-public session at 8:07 pm. under RSA91-A: 3II (b); SECONDED by: R. Horton, VOTED: E. Jackson – yes, T. Croteau – yes, K. Whippie – yes, R. Horton – yes, MOTION PASSED.

K. Whippie MOVED to leave non-public session at 8:15 pm; SECONDED by: R. Horton, VOTED: E. Jackson – yes, T. Croteau – yes, K. Whippie – yes, R. Horton – yes, MOTION PASSED.

The Board invited the public back in.

In non-public session the Board approved an increase in the number of work days this year for Diane Willis.

R. Horton MOVED to adjourn the meeting at 8:16 pm; SECONDED by: K. Whippie, VOTED: 4-0, MOTION PASSED.

Respectfully submitted,

Peggy Higgins
School Board Secretary