

**WINCHESTER SCHOOL BOARD MEETING
WINCHESTER SCHOOL LIBRARY
May 16, 2013**

Board Members Present: J. Cardinale, T. Croteau, E. Jackson, B. McGrath

Board Members Absent: R. Horton

Administration Present: J. Lewis, L. Schmidt, P. Bigelow, D. Chamberlain

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

B. McGrath MOVED to approve the public minutes of May 2, 2013 with changes as follows: to add discussion by J. Lewis regarding a student who will be aging out of the system this month. J. Lewis presented information to the Board for discussion and review, after much discussion, it was agreed that the Board would leave the decision to the discretion of the Superintendent and they will work on a policy; E. Jackson and T. Croteau were concerned that the new Medicaid System would put L. Schmidt further behind, P. Bigelow and D. Chamberlain were present at the meeting; correct the spelling of Grainger on Page 3; SECONDED by: J. Cardinale, VOTED: 4-0, MOTION PASSED.

BOARD BUSINESS:

PRESENTATION BY DR. DEBRA BLACK AND DR. ELLEN NUFFER FROM KSC:

P. Bigelow introduced Dr. Ellen Nuffer and Dr. Debra Black from Keene State College, who came to give a presentation to the Board on KSC's Partnership with Winchester. Explained Winchester is a very well-known school at KSC – thanked the Board for supporting them and mentoring students. Winchester is one of their strongest partnerships. It is one of five sites in the whole Northeast. The site has now been moved from KSC to Winchester. Teachers from Winchester will be working with schools further north through Skype, etc.

Winchester students take part in different projects/learning activities and then, teach what they have learned. The partnership has flourished. Dr.'s Nuffer and Black hope the partnership has helped staff, students and residents.

The plan for the future is to spend more time in the Winchester School building on what they have already done and have KSC students here more. They have found money in the budget for P. Bigelow to hire subs, pay for what is needed, etc., to make the partnership work. They want to make the kids the best prepared they can be for the next step in their careers.

They left information for staff on the Kids on Campus Scholarship Program.

T. Croteau asked that the presentation information go into the next newsletter.

J. Lewis advised it is too late to add it to this week's newsletter, but he will include it in the next one.

FINANCIAL REPORT:

The Board reviewed the Manifest and asked questions.

E. Jackson MOVED to approve the Manifest in the amount of \$169,310.51; SECONDED by: J. Cardinale, VOTED: 4-0, MOTION PASSED.

*L. Schmidt distributed the Expenditure Report and reviewed with the Board. Advised the report is thru April 30th and includes encumbrances. Explained she is still working on the Payroll Audit, so there might be corrections on the Payroll and Related Benefits encumbrances.

*E. Jackson discussed the fact that students are requested to bring in supplies at the beginning of the school year. She feels it is better not to ask for supplies from the younger kids, if possible and get them from the budget. There is money left in the supply line.

P. Bigelow advised students don't go without supplies if they are unable to bring them in.

*L. Schmidt explained the Special Ed account is looking fairly good in total, but there is some lag time for Tuition bills and Related Services. Some bills have been forwarded to Surry as they are getting caught up in a forwarding order put in place earlier. L. Schmidt advised she is working with Surry to get it straightened out. She only became aware of it three to four weeks ago. Therefore, not all April bills are captured because not all have been received.

*Expended Grants – L. Schmidt advised she will be diving into grants.

*L. Schmidt feels they are in a good position.

E. Jackson asked if anything has been allocated from Food Service.

L. Schmidt advised she has not been able to do that yet. She wants to see what the 2012 audit shows first. The School and Food Service have not been audited yet.

SUPERINTENDENT'S REPORT:

The Board received J. Lewis' report.

*Dr. Wyzik from MFS is very, very interested in leasing space at the School and is in favor of the idea of leasing half of the Ford Building. He will come back next Friday at 9:30 am. to discuss the financial aspect. J. Lewis would like Board members who can, to be there.

B. McGrath advised he will be away and also will be unavailable to sign the Manifest that week.

*J. Lewis and staff members will be visiting Greenland and Gilmanton next week to see how they are doing things and why they are more successful.

*Early Release Day was very productive – best for students.

*After discussion, the Board agreed to hold one meeting in July on the 18th and one meeting in August on the 22nd. E. Jackson will be unable to attend the July meeting and B. McGrath cannot attend the meeting on the 22nd.

NATURE'S CLASSROOM:

The Board received information on Nature's classroom. If they are planning to go in the Fall, a decision needs to be made relatively quickly.

The staff feels Irvington, Ct. would be the best location. It is the least expensive and also meets what they are teaching to the curriculum here; feels the students will get the most out of it.

B. McGrath was not familiar with Nature's Classroom.

Stephanie Tommila gave an overview of what is taught at Nature's Classroom, i.e., Ocean Ecology and a heavy study of Science; but also Math, Social Studies and Language Arts. She outlined what the week might consist of for the students.

T. Croteau asked how the schedule would work to allow everyone to go.

L. Schmidt asked how much money does she need to look for in the budget; what is the target number? Believes R. Horton was referring to money from an unfunded position at the last meeting; she is not sure what would be available until it is funded.

J. Lewis – Need to be prudent; need to fund positions before we would know what monies we have.

J. Cardinale asked if we could bring specialists here to the school for less than it would cost to send them to Nature's Classroom.

J. Lewis advised that had been discussed, but the staff feels the students don't get the same experience.

Jane feels they should make the trip sustainable; make it happen every year or every other year. In the past the school has received grants for scholarships for students, stipends, transportation, etc. Feels they could also look at that.

E. Jackson suggested the student cost could be \$100.00. Currently have \$8,000 budgeted; the Board discussed.

Staff advised that no child has stayed behind due to a financial hardship.

J. Cardinale discussed the possibility of doing something similar to Nature's classroom here at the school.

Stephanie Tommila feels Nature's Classroom is wonderful, but she understands the financial portion.

Danielle Milde advised they will be receiving the contract; looking at November 18th.

T. Croteau asked that she advise the time frame, true cost and then let the Board know; he, himself, doesn't have a problem making it happen.

The Board is behind Nature's Classroom, but J. Cardinale is still leaning toward an alternate plan; something in-house. He feels they would be focusing all money on this field trip and ' doing other grades a disservice.

J. Cardinale asked about bringing Keene State College here or going to KSC; trying to think outside the box.

T. Croteau advised they will discuss this again.

.After discussion, L. Schmidt advised the Board would need to know the number of paraprofessionals needed; otherwise the information she has is sufficient.

PRINCIPAL'S REPORT:

The Board received P. Bigelow's report.

*Very excited to have Dr. Ellen Nuffer and Dr. Debbie Black here to give their presentation on KSC's partnership with Winchester.

*Thanked the Board for the early release day; shared staff feedback.

FACILITIES REPORT:

*D. Chamberlain advised things have been going pretty smoothly; setting up for a lot of events for the end of the year.

*Hinges on the fire door have been repaired; seems to be okay.

*T. Croteau asked when Amer Electric is starting on the swipe card system.

D. Chamberlain advised they hoped it would be a Summer project. Asked how payment would work if they are not doing it until Summer.

L. Schmidt advised they can encumber the cost based on the contract.

CITIZENS' COMMENTS:

Melanie Harrison thanked L. Schmidt for everything she has done. There are three more grants that need to be done by the end of the year, totaling \$85,000 - \$95,000.

P. Bigelow advised they have had a Focus Monitoring Session. Kathy Skoglund would like to speak to the Board on June 6th.

Heather Pelkey thanked the Board for the early release day. Advised sometimes staff buys their own supplies as it is cheaper at Wal-Mart; can they be reimbursed?

L. Schmidt advised yes; just have P. Bigelow sign off on the receipt.

Jeremy Miller advised there were 80 kids who came out with Access on the Early Release Day and went to the YMCA. Their staff was fabulous.

Heather Pelkey advised the Access Program has been using the Science Kits that were packed away; it has been great.

J. Miller advised the kits will be used for the Summer Enrichment program.

P. Bigelow advised they have a great partnership with Keene State College.

T. Croteau asked about using funds from the Food Program for food costs at Nature's Classroom.

L. Schmidt thinks the food purchased has to be eaten here at the school.

E. Jackson thinks the food needs to be prepared at the school, not necessarily eaten here.

P. Bigelow advised her kids loved nature's Classroom. Food was a big part of the trip.

W. Vaughn would like to speak to the Board about the 911 system.

J. Lewis will e-mail an informational handout from W. Vaughn to the Board.

J. Cardinale MOVED to go into non-public session at 7:57 pm; SECONDED by: B. McGrath, E. Jackson – yes, T. Croteau – yes, B. McGrath – yes, J. Cardinale – yes, MOTION PASSED.

E. Jackson MOVED to leave non-public session at 9:03 pm; SECONDED by: J. Cardinale, B. McGrath – yes, T. Croteau – yes, J. Cardinale – yes, E. Jackson – yes, MOTION PASSED.

In non-public session, the minutes were sealed.

J. Cardinale MOVED to adjourn the meeting at 9:05 pm.; SECONDED by: E. Jackson, VOTED: 4-0, MOTION PASSED.

Respectfully submitted,

Peggy Higgins
School Board Secretary