

A public hearing was held at 7:00pm pursuant to HB 329 – Ratification of the March 18, 2017 Vote  
The Goffstown School Board Meeting followed the public hearing

**GOFFSTOWN SCHOOL DISTRICT**  
**GOFFSTOWN SCHOOL BOARD MEETING**  
Goffstown High School – Library - 27 Wallace Road, Goffstown, NH 03045  
Monday, May 15, 2017 – 7:15PM

**School Board Members:** Steven Dutton, Reta Chaffee, Ginny McKinnon, Heather Trzepacz, Dan Cloutier, Lorry Cloutier, Kristie Curtis, Jenelle O’Brien, (Dian McCarthy excused absence)

**Administration:** Brian Balke, Superintendent, Ray Labore, Business Administrator, MaryClaire Barry, Assistant Superintendent

**Steven Dutton called the meeting to order at 7:15pm.**

**Approval of the May 1, 2017 Meeting Minutes – Reta Chaffee motioned the approval of the May 1, 2017 meeting minutes, seconded by Heather Trzepacz. Vote: 6-0-2 (Lorry Cloutier and Kristie Curtis abstained) - Motion Passed.**

**Correspondence:** GHS Graduation invitation, MVMS Promotional Exercise invitation; PAX Press article on Dolores Siik’s involvement with Exchange Students, Host Families and Schools; Teacher Appreciation Letter; Resignation letter from Cory Izbicki.

**Good News/Commendation: Jacob Borges Reporting:** Students are accomplishing some amazing things around the community as the year comes to a close. A few upcoming examples include Bartlett Grandparents Lunch, Volunteers through Student Council, NH Scholars Field Trip to Fisher Cats Stadium, Canobie Lake Physics field trip and many more. Juniors are taking Science NECAP throughout the week and we wish them the best of luck. Congratulations to the junior class and all who attended and/or helped with the prom - it was a fantastic and safe night that ran very smoothly. AP Testing finished last week - a big thank you to guidance for all the time they give to insure our students are successful.

**Kathy Sargent Reporting for GHS:** 2 full weeks of AP Testing concluded last Friday. Prom was last Friday night at the Radisson in Manchester - positive comments have been shared about Prom night. Science NECAP testing started today for the juniors. Spring Sports are proceeding well. NH Scholars Day is this Thursday - with 149 seniors who have met the criteria to be NH Scholars. Sixty-six of these students have also met the criteria to be STEM Scholars and 21 are being honored as Art Scholars.

**Kristie Curtis Reporting:** Kristie commended John Webb and the cohort of students who participated in the hour long WMUR-TV special on addiction. The GHS students did a great job and represented Goffstown well.

**Public Comment – None**

**Policy Review Committee Report – Steven Dutton Reporting:** The following 1<sup>st</sup> read policies/regulations were brought forward: EF-R - Student Meal Account Balances Regulations; EBBC/JLCE – First Aid and Emergency Medical Care; EBBC-R/JLCE-R – First Aid and Emergency Medical Care; JLCD – Administrating Medicines to Students; JLCD-R – Administrating Medicines to Students Regulations. Each of these schools have appropriate forms and are tracked in PowerSchool as well. Policies KE – Public Complaints and KEB – Complaints About School Personnel were reviewed by the PRC Committee as part of the process of reviewing Policy GBK – Employee Complaints and Grievances. Dan Cloutier commented that the “review timelines” were not clearly defined in Policy KEB. The PRC Committee will take it under advisement. The next PRC meeting is 6/12/17@ 5:30pm @ SAU Central Office.

**Planning and Communications – Reta Chaffee Reporting:** The committee reviewed the scholarship information. Further discussion regarding the scholarship awards will be held in non-public session. Retirement Bell presentations will be discussed at the June 5<sup>th</sup> Board meeting. A school board meeting is scheduled for June 19<sup>th</sup> @ 3:30pm @ St. As College and will be followed by the Board Retreat. Faculty and Staff received Appreciation letters last week and were also treated to an appreciation breakfast.

**Curriculum and Education Report – Ginny McKinnon Reporting:** My Learning Plan – Overview and Digital Tour. Haley Loiseau presented a tour of both the Professional Development and Supervision and Evaluation sides of the My Learning Plan platform. Forms were displayed and explained. **MVMS Mission Statement – Presentation:** Nicole Doherty explained the process that resulted in the new Mission Statement. Ginny McKinnon asked for copies to be shared with the Board on May 15, as informational. Positive feedback around the mission statement was shared. **Curriculum Updates:** Social Studies – Year 1 Curriculum Revision work to begin in 17/18 for grades 6-12. ELA- Digital and print resources for grades Pk – 6 will be examined as part of Year 1 Curriculum Revision work in 17/18; Science-Pk – 5 and 6, 7, 8 are reviewing print and digital resources as part of Year 1 and Year 2 Curriculum Revision. No date has been set for the next C&E meeting.

**A&F Committee Meeting Report – Dan Cloutier Reporting:** The committee conducted the second and last 2016-2017 all invoice review. Time constraints prevented the completion of a full review however the committee was satisfied with those they evaluated. **Dan Cloutier motioned the approval of the May 15, 2017 manifest for \$1,764,609.05 seconded by Heather Trzepacz.** Dan Cloutier highlighted the over \$5K invoices. **Major Items:** 5/11 Payroll/Taxes/Benefits; HealthTrust: 125 Plan Contributions; NH Retirement System: April Contributions; TSA Consulting: 403b Contributions. **A/P Activity SPED:** Institute of Professional Practice: March Services for 1 student; Southern NH Speech and Language: April Glen Lake Services; Strong Foundations Charter School: April Services for 5 students. **General Expenses:** Dead River: Fuel all schools; Eversource: GHS and MVMS Accounts; Goffstown Truck Center: April Skills, Late bus and Athletics; Granite State Plumbing: GHS piping and pump repairs; Manchester School District: MST Semester 1 tuition adjustment (state shortfall) and Homeless Transportation; Performance Food Services: Food Supplies; Supply Works: Supplies and Equipment. **Activity Funds:** Radisson Hotel: School Prom. **Vote: 8-0-0 – All in Favor – Motion Passed.**

**Driver Ed Program RFP– Dan Cloutier Reporting:** The Driver Ed Program is up for renewal. Mr. Ross has done a great job with the GHS Driver Ed Program. An RFP was published and Mr. Ross was the only respondent. This is a 1-year contract with 2 option years. Mr. Ross proposed \$600 for the 1<sup>st</sup> year (2018) which is a \$25 decrease from 2017 and \$610 for option years two and three. Mr. Ross continues to offer scholarships to both boys and girls on an annual basis. **Dan Cloutier motioned to enter into a contract with Mr. Ross’ Drivers Ed Program for 3 years approving the 1<sup>st</sup> year, seconded by Heather Trzepacz. Vote: 8-0-0 – All in Favor – Motion Passed.** Mr. Ross was in attendance and thanked the Board for the opportunity to provide his services to GHS.

**Northeastern Sheet Metal (NESM) Lease Agreement – Dan Cloutier Reporting:** The Alt Ed Program is located in the NESM facility. NESM extended their lease agreement for one year (July 1, 2017 through June 30, 2018) at the Base Rent of \$25,000/year. NESM requested the school district find an alternate method of internet connectivity going forward. Gary Girolimon researched various options and found Nextlink Wireless. Nextlink Wireless agreed to donate a 400-megabit microwave link to the school district. The microwave link needs direct line of site to function. A site survey is scheduled for Wednesday to confirm that connectivity between the NESM facility and the SAU bell tower is suitable for this type of service. The Nextlink Wireless donation includes installation, equipment, recurring charges and will monitor, repair or replace the link if it is damaged or not functioning properly. This is a three-year renewable contract for Nextlink’s free Microwave service. **Dan Cloutier motioned to enter into a lease agreement with Northeastern Sheet Metal for another year of tenancy at their facility in the amount of \$25,000, seconded by Heather Trzepacz.** Ginny McKinnon thanked Northeastern Sheet Metal for extending the lease for another year. **Vote: 8-0-0 – All in Favor – Motion Passed.**

**Lincoln Financial Group – Dan Cloutier Reporting:** Kate Magrath successfully negotiated a 2-year extension with Lincoln Financial Group at favorable guaranteed rates. The renewal is effective July 1, 2017 and follows a 5-year period of zero rate increases. Long Term Disability will remain at our current rate of \$0.29 per \$100 of covered payroll and Life Insurance will increase 10% over the current rate. Goffstown’s portion will increase by

approximately \$100 per month making the monthly premium approximately \$4,735 for Long Term Disability and Life Insurance. ***Dan Cloutier motioned to contract with the Lincoln Financial Group for Long-Term Disability and Life Insurance for 2 years at that price, seconded by Heather Trzepacz. Vote: 8-0-0 – All in Favor - Motion Passed.***

**Standard Power of America – Dan Cloutier Reporting:** The school district has been receiving energy price rebates since purchasing energy from Standard Power of America at a Hydro supply rate of \$0.08/kWh. Rebates as follows: December 2016: \$2,376, January 2017: \$3,195.70, February 2017: \$1,107.25 for half a month. This is a total savings of \$6,679.44 for the first 2½ months of a 3-year contract and is a result of Ray Labore’s hard work.

**Before and After School Program - Dan Cloutier reporting:** The A&F Committee is not prepared to make a recommendation at this point and is prepared to discuss this further in non-public session.

**Superintendent Report:** June 14<sup>th</sup> is MVMS Promotional Exercise at St. A – Sullivan Arena at 5:30pm; June 15<sup>th</sup> is GHS Graduation at St. A’s – Sullivan Arena at 7:00pm; a few parent inquiries were received regarding tick population at the ballfields; Current Law vs HB 155 Full Day Kindergarten information was distributed to Board members; Maple Ave received word that they were not selected by the Edies Panel; Brian Hansen of Team Engineering has offered to coordinate the effort to repair the Girls’ Softball field dugout. The Boy’s ballfield dugouts are also in need of repair and will be addressed as well; Board members received updated information from NHSBA regarding non-public session meeting minutes; the 2017-18 Teacher Representatives process has begun. All principals are in receipt of the nomination sheets and ballots. Teachers who are interested in participating in the process should contact their school principal; Faculty Appreciation Day breakfasts were well received throughout the district; MVMS hosted Manchester Mayor Gatsas this past week. Mayor Gatsas is interested in learning more about housing the 5<sup>th</sup> grade in a middle school as part of his redistricting plan considerations. Mayor Gatsas was very gracious and engaged with students and faculty. It was a pleasure spending time with him.

**CIP Matrix - Ray Labore and Brian Balke Reporting:** Administration is requesting the Board’s final review of the CIP Matrix. Heather Trzepacz inquired if the Maple Ave playground will be addressed this summer. Brian stated he and Ray discussed available funding for the playground this summer however the location of the modular unit and quad resulted in having to re-locate the fire lane which required additional earth work. Brian stated that if the playground cannot be addressed this year, it will be prioritized in 2018. The final CIP matrix will be submitted to the CIP Committee on May 22 with a formal presentation to the Town on June 1, 2017. Ray requested the Board’s approval and authorization to move the CIP Matrix forward to the CIP Committee as presented. ***The Board agreed to move the CIP Matrix forward as presented.***

**Project Updates –Ray Labore and Brian Balke Reporting: GHS Drainage Project:** All contracts and 2 change orders have been signed. **Maple and Bartlett:** A secondary contract is intended to address the trenching and wastewater at Maple Ave and Bartlett - work will begin after school lets out. Financing has been addressed and the modular unit will be delivered the last week of June. Discussion was held regarding connecting bathrooms to the existing Bartlett modular unit which would result with both units housing bathroom facilities. **GHS Storage Sheds:** One of the storage sheds that houses the ATV and soccer equipment is in the way of the drainage project and will need to be removed from the area. Due to the condition of the shed, it will need to be decommissioned. The soccer supplies can be housed elsewhere however the ATV will need a new home. The district finds itself with a shortage of storage space and we are hoping to accelerate the steel storage building slated for 2020.

**GHS International School Trip to Scotland and Ireland 2018 April Vacation – Ryan Fitzpatrick Presenting:** Mr. Fitzpatrick requested the Board’s authorization to advertise an international school trip to Scotland and Ireland during the 2018 April vacation. The student cost is approximately \$3K with a 6:1 student/chaperone ratio. Mr. Fitzpatrick noted that participating students may miss one day of school. Brian commented that Education First – Educational Tours is a very reliable company that focuses on student safety and engage with local English speaking guides who know the lay of the land. ***Ginny McKinnon motioned to approve the GHS International School Trip to Scotland and Ireland during the April 2018 vacation, seconded by Lorry Cloutier Vote: 8-0-0 – All in Favor – Motion Passed.***

**GHS Repeat Field Trip to Ogunquit Playhouse – Performing Arts Group - 6/1/17** - Cost: \$35 includes both ticket and transportation. The Board wished them a great time.

**GHS Repeat Field Trip to JFK Library – US History Class – 6/2/17** 50 students will attend – no Admission cost. Students pay \$10 for busing. The Board wished them a great time.

**Before & After School Program:** – to be discussed in non-public session

**Scholarship Discussion:** – to be discussed in non-public session

**SCHOOL STAFFING:**

**Notifications:**

**Student Observer (Spring, 2017):**

Christine Sargent (SNHU) .....GHS.....Heather Welsh

**Change in Assignment:**

Kathleen Rompala .....Maple Ave.....Interventionist to Grade 1

**Teacher Nominations (2017-2018):**

Kaitlin Sylvia .....GHS.....Math

Jeffrey Olisky .....GHS ..... World Language

*Ginny McKinnon motioned to accept the nomination of Kaitlin Sylvia and Jeffrey Olisky for positions at GHS, seconded by Reta Chaffee. Vote: 8-0-0 – All in Favor – Motion Passed.*

**Other: Position structure at GHS – Comprehensive Technology Education – Kevin Farley Reporting:** Mr. Dumais will be retiring at the end of the 2016-2017 school year after teaching shop (woodworking) at GHS for many years. Kim McCann has been working on the master schedule which is coming close to being finalized for the 2017-2018 school year. Kevin noted that the number of sections in math have increased while the Tech Ed numbers have decreased which considers to be an anomaly this year. The position has been posted for a while and we have not been successful in finding potential candidates that have comprehensive Tech Ed experience. Kevin stated that consideration has been given to filling the Tech Ed position with Math sections for 1 year which will allot us 1 year to see what Tech Ed will look like at the end of the 2017-2018 school year. Kevin explained that this configuration will give us flexibility in the future if we structure it as a hybrid position and if the numbers go up, it will give us the opportunity to absorb that fluctuation. Kevin emphasized that the intent is not to eliminate the Tech Ed position as we like the direction it’s going in as an example the robotics program. In keeping the position combined with Math, this will give us time to develop the Tech Ed program. Kevin assured the Board that any changes that will be made to the programs will be brought to the Board in September. Brian Balke stated that the intent is to have one of our Tech Ed teachers pick up some of the class and woodworking classes will still be taught and the Business Department will be picking up Internship classes. The goal is to keep this as a Tech Ed position. Administration will continue to search for the right Tech Ed person that has a background in math, science and engineering depending on the numbers. Brian stated that the focus is around the STEM pieces, robotics, advance manufacturing. Some of the architectural design courses continue to use paper and not computers. We are looking to move forward with using technology to teach these classes. *Dan Cloutier motioned to allow for some flexibility for the Comprehensive Technology Education position where they can teach Math and Tech Ed for the 2017-2018 school year, Jenelle O’Brien seconded. Vote: 8-0-0 – All in Favor – Motion Passed*

**OTHER BUSINESS THAT MAY LEGALLY COME BEFORE THE MEETING:**

**NON-PUBLIC SESSION RSA 91-A:3II I(c)-(k) - (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant. (k) Consideration by a school board of entering into a student or pupil tuition contract authorized by RSA 194 Or RSA 195-A, which, if discussed in public, would likely benefit a party or parties whose interests are advert those of the general public or the school district that is considering a contract, including any meeting between the school boards, or committees thereof, involved in the**

*negotiations. A contract negotiated by a school board shall be made public prior to its consideration for approval by a school district, together with minutes of all meetings held in nonpublic session, any proposals or records related to the contract, and any, proposal or records involving a school district that did not become a party to the contract shall be made public. Approval of a contract by a school district shall occur only at a meeting open to the public at which, or after which, the public has had an opportunity to participate.*

*Dan Cloutier motioned to enter into non-public session at 8:25pm pursuant to RSA 91-A:3II(c) seconded by Jenelle O'Brien. The Chair took an individual voice poll. Vote: 8-0-0 – All in Favor – Motion Passed*

*Dan Cloutier motioned to leave non-public session at 8:40pm seconded by Lorry Cloutier. The Chair took an individual voice poll. Vote: 8-0-0 – All in Favor – Motion Passed.*

*Dan Cloutier motioned to seal the non-public minutes until the awards are awarded, seconded by Heather Trzepacz. Vote: 8-0-0 – All in Favor – Motion Passed.*

*Dan Cloutier motioned to enter into non-public session at 8:41pm pursuant to RSA 91-A:3II(k) seconded by Jenelle O'Brien. The Chair took an individual voice poll. Vote: 8-0-0 – All in Favor – Motion Passed*

*Dan Cloutier motioned to leave non-public session at 8:58pm seconded by Lorry Cloutier. The Chair took an individual voice poll. Vote: 8-0-0 – All in Favor – Motion Passed.*

*Dan Cloutier motioned to seal the non-public minutes until the matter is resolved, seconded by Lorry Cloutier. Vote: 8-0-0 – All in Favor – Motion Passed.*

*Lorry Cloutier motioned to adjourn the meeting at 8:59pm, seconded by Reta Chaffee. Vote: 8-0-0 – All in Favor – Motion Passed.*

Respectfully submitted by,

Denise F. Morin  
Recording Secretary