

**GOFFSTOWN SCHOOL DISTRICT
GOFFSTOWN SCHOOL BOARD MEETING
Goffstown High School – Library - 27 Wallace Road, Goffstown, NH 03045
Monday, August 28, 2017 – 7:00PM**

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

Administration: Brian Balke, Superintendent, Ray Labore, Business Administrator, MaryClaire Barry, Assistant Superintendent, Joseph Lane, MVMS Assistant Principal

Dian McCarthy called the meeting to order at 7:01pm.

Approval of the June 19, 2017 School Board Meeting and School Board Retreat Minutes – Heather Trzepacz motioned the approval of the June 19, 2017 School Board meeting and Board Retreat minutes, seconded by Reta Chaffee Vote: 8-0-0 – All in Favor - Motion Passed.

Correspondence: Goffstown Food Network “Weekend Lunch Program” Parent/Guardian letter; Weeks 1-4 Glen Lake’s Camp Woody activity updates; Jacob Borges New Boston Bulletin article; Parent(s)/Guardian(s) regarding the sale of Safeway Special Education Transportation Services to Durham School Services.

Good News/Commendation – Ginny McKinnon: Kudos for a great summer musical performance. Programs contained a synopsis of the schools and career paths of former students. A great read! Kudos to 10-11-12 year old Goffstown Little League Teams on their state championship wins. **Dian McCarthy:** Kudos to the Goffstown School District custodial staff in preparation for the 2017-2018 school year. **Ginny McKinnon:** Great job on the new MVMS stairway.

Public Comment – None

Policy Review Committee (PRC) – Steven Dutton Reporting: PRC will meet on 9/18/17 @ 5:30pm @ SAU.

Planning and Communications (P&C) – Reta Chaffee Reporting: P&C will meet the 1st Monday of every other month starting in October.

Curriculum and Education (C&E) – Ginny McKinnon Reporting: C&E will meet 9/18/17 @ 7:00pm @ SAU.

Budget Committee (BC) Report – Dian McCarthy Reporting: The next Budget Committee meeting is 9/12/17. Dian requested an alternate to back her up on the Budget Committee. This is a great opportunity to become familiar with the budget process. As with all committee alternates, the commitment is only to attend the committee meetings in her absence. Any board member who is interested in becoming the alternate is asked to contact Dian.

A&F Committee Meeting Report – Dan Cloutier Reporting: *Dan Cloutier motioned the approval of the June 30, 2017 manifest for \$989,345.25 seconded by Heather Trzepacz.* Dan Cloutier highlighted the over \$5K invoices. **Major Items:** 6/22/17 Payroll/Taxes/Benefits; NHRS June Contributions **A/P Activity SPED:** SPED: Safeway; **General Expenses:** Eversource – All School Accounts; Gov Connection: Server and Network Equipment. **Activity Funds:** Jostens (graduation paraphernalia) **Vote: 8-0-0 – All in Favor – Motion Passed.**

Dan Cloutier motioned the approval of the July 28, 2017 manifest for \$2,001,719.44 seconded by Heather Trzepacz. Dan Cloutier highlighted the over \$5K invoices. **Major Items:** 7/6 and 7/18/17 Payroll/Taxes/Benefits; TSA Consulting – 403b Contributions. **A/P Activity SPED:** Boothby Therapy – summer services for 5 students; NFI (North Contoocook) – Summer services for 1 student; Southern NH Speech Services – Apr-June Services for Glen Lake Students; Spaulding Youth Center – May – June Services for 2 students; Strong Foundations - June Service for 5 students; Valley Collaborative – June Services for 1 student; **General Expenses:** Amazon – Classroom and Office Supplies and Books; Brines Team Sales – Athletic Program Equipment and Uniforms; Eversource – All School Accounts; Goffstown School District – GHS Bond Debt Schedule Payment; Goffstown Truck Center – June

MST, Late Bus and Athletics; John Neville Excavation – GHS Drainage Project; McGraw Hill – Class and Library Books; MSB – Medicare Collection Service Fee; Northeastern Sheet Metal – Alt Ed Rental for 2017-18 School Year; NHSBA – FY18 Dues; Pearson Education – Texts and Workbook Materials; Pinnacle Public Finance – Honeywell Phase 2 Financing Payment; PowerSchool Group LLC – Annual Student Management System Fee; Primex – P&L Premium for 2018; Stantec – GHS Drainage Engineering Services; Whalley Computer Services – Network and Server Equipment; Wells Fargo – Computer Lease Payments; WB Mason – Classroom and Office Supplies. **Vote: 8-0-0 – All in Favor – Motion Passed.**

Dan Cloutier motioned the approval of the August 28, 2017 manifest for \$2,162,275.60 seconded by Heather Trzepacz. Dan Cloutier highlighted the over \$5K invoices. **Major Items:** 8/3, 8/7, 8/17/17 Payroll/Taxes/Benefits; HealthTrust – June Premium; NHRS; TSA Consulting – 403b Contributions. **A/P Activity SPED:** Institute for Learning – Summer Services 1 student; Safeway – June Out-of-District Transportation; Spaulding Youth Center – July Services for 1 student; **General Expenses:** Amazon – Classroom and Office Supplies; Apple – Replacement Computers (IMACS) and Other Equipment; Cengage (Gale) – Library Software Subscription Services; Eversource – All School Accounts; Eversource – Maple Ave Modular Poles and Power Hookups; Eversource – Bartlett Modular Power Hook ups; Goffstown Truck Center – 2016-17 Fuel Surcharge; Gov Connection – Network and Server Equipment; Granite State Plumbing and Heating - Modular Project plumbing tie ins; John Neville Excavation GHS Drainage Project; Hampshire Fire Protection – MVMS Fire Pump; Manchester School District – MST Semester II Tuition; McGraw Hill – Class and Library Books; NWEA – Student Testing Fees; NHIAA – FY 2017-18; NH Musculoskeletal – FY17-18 Athletic Trainer Services; Pederson Flooring- Bartlett Wood Floor Refinishing; SAU#19 – July and August Assessment; School Specialty – Classroom Supplies; Scholastic – Texts and Materials; Specialized Ground Solutions – Playing Field Maintenance and Repair; Supply Works – Custodial Supplies; Townsend Press – Texts and Materials; West Interactive Services – School Messenger Services (Notifications); Windy Hill Associates – Modular Architectural Services. **Vote: 8-0-0 – All in Favor – Motion Passed.**

Food Services Discussion – Ray Labore and Brian Balke Reporting: The New Boston Food Service Manager resigned. Brian proposed to the New Boston School Board that Megan Bizzarro provide food service director services to the New Boston School District. Megan will be paid a stipend by the New Boston School District which will be cost neutral to Goffstown. The New Boston School Board approved the proposal. The Board will enter non-public session pursuant to RSA 91-A:3II(a) for further discussion as this is a personnel matter.

MS25 – DOE25 – NH DRA reports of 2016-2017 Year End Operating results were ready for signature.

Superintendent Report:

- The USDA raised the qualifying threshold on the Fruit and Vegetable Program which disqualified Bartlett as a participant.
- (HB517) Legislature appropriated \$2,250,000 in building aid for the Hinsdale Elementary School. No other building aid is available. The bill also created a Public School Infrastructure Fund for approximately \$9,000,000. The fund will be used to target school buildings or a portion of a building with structural deficiencies that pose imminent danger to the life or safety of the occupants. Brian will continue to monitor developments.
- A 2017-18 school enrollment projection indicates increase enrollments from the close of the 2016-17 school year.
- NHSBA Staff Attorney Bud Fitch resigned his position - Attorney Will Phillips will be filling the vacancy - Barrett Christina was named NHSBA's executive director.
- Governor Sununu announced additional state funding approval for districts who offer full-day kindergarten. Goffstown is not in a position to offer a full-day program due to space and staffing limitations. Brian will continue to monitor.
- Wednesday is opening day festivities for teachers; Open Houses and a teacher workshop with Lin Lyons as guest speaker is scheduled for Thursday.
- Administration is compiling the principals budget presentation as requested.
- All Board's Meeting - all boards will create a video and share 3 primary goals.
- Brian met with Derek Horne and Adam Jacobs regarding the 99-unit (1 and 2 bedrooms) Hadley Falls Development. Variances have been granted to the developer and Brian will continue to monitor the situation. It is unknown at this time what the impact will be to the school district. The next Planning Board meeting is 9/14/17.

Commodity Bids - Ray Labore Reporting: Propane: The district is entering year 1 of a 3-year contract with a negotiated price of \$1.199/gallon – price is good through 6/30/2020 (\$12,040 savings for 2017-18). **Paper:** The price for white 8½ x 11 has decreased by \$.12 per ream (\$2.21/ream –\$2,640 savings for 2017-18). Colored paper is \$3.23/ream from \$3.41/ream (\$630 savings for 2017-18). Similar savings were negotiated for odd sized paper. **Electricity:** The district is entering year 2 of a 3-year contract for electricity with an average per KWh cost of \$.0688.

Project Summary Update(s): Brian Balke and Ray Labore Reporting: Modular Projects: The Maple Avenue modular unit will be ready for the first day of school (9/5). The Bartlett library is scheduled for occupancy on 9/12. The Bartlett canopy is designed and will be put out for bid in September. We are hopeful the walkway will be in place before the winter weather arrives. **GHS Drainage Project:** The drainage project is largely completed. The road-widening project is underway and should be completed before the start of the school year. A collapsed drainage pipe was replaced. **Steel Storage Building:** The district contracted with Windy Hill Architects to design and produce a set of bid documents. The RFQ will be available for release in the fall. **MVMS Stairway Project:** The railings will be installed shortly and the project will be completed for the start of the school year. **Maple Ave Playground:** Playground renovation and road-widening is nearing completion. Playground renovations included: drainage repairs, “beach sand” removal, installation of safety mulch in the play areas, grass was planted behind the school and the apple trees were removed.

Unreserved Fund Balance (End of Year Update): There will be \$265,716 in Tax Relief for the year.

Athletics: Coach and student athlete handbooks are being worked on. There are 10-12 coaches involved in the process and the athletic survey is being taken into account. We are looking to create a shorter policy/regulation which will accompany the handbooks. The policy/regulation and handbooks will be brought forward for PRC and C&E Committee review on 9/18/17. Steven Dutton and Kevin Farley will be attending the C&E meeting.

Enrollment Projections: Enrollment numbers are being carefully watched. The first day enrollment report will be distributed to Board members for review on 9/11/17.

Bid Results: MVMS Gym Floor: 4 responses were received with a high bid of \$128K to low of \$97,386. Administration’s recommendation is to award the bid to O’Sullivan Flooring. The district has a previous relationship with O’Sullivan (2 GHS Gym floors) and the bid price was favorable. The district has \$12K set aside from previous insurance coverage money to be used to offset the repair, leaving \$85K for the MVMS gym floor. ***Ginny McKinnon motioned to accept the bid from O’Sullivan Flooring for \$97,386 as presented, seconded by Heather Trzepacz. Vote: 8-0-0 – All in Favor - Motion Passed.***

AC Maple Ave and GHS. 3 responses were received with a high bid of \$21,596 to a low bid of \$18,350. Roof mounted units are thought to be a better solution. Administration’s recommendation is to award the bid to Granite State Plumbing and Heating based upon the IT and Facilities Directors’ bid review and recommendation. ***Dan Cloutier motioned to award the contract for the server room air conditioning roof mounted unit to Granite State Plumbing and Heating for \$21,596.16, seconded by Steven Dutton. Vote: 8-0-0 – All in Favor – Motion Passed.***

Paving Repairs and Striping: 4 bids were received with a high bid of \$143,900 and a low bid of \$59,165 for all 5 schools. Administration recommends awarding the bid to Property Innovation to work at all 5 schools. The recommendation is based upon low bid criteria and excellent review from the Windham School District. ***Dan Cloutier motioned to award the lot preparation, seal coating, crack filling, striping, storm drains and asphalt repair to Property Innovation in the amount of \$59,165.00, seconded by Ginny McKinnon. Vote: 8-0-0 – All in Favor – Motion Passed.***

SCHOOL STAFFING:

Notifications:

Leave of Absence: Board Notification only

Ryanne Roy (September)	MVMS	Guidance
Amy Goudreau (September)	Maple Avenue	Elementary Classroom
Liz Campbell (Sep – Nov)	Maple Avenue	Elementary Classroom

Long Term Substitute:

Mandy Hibbert (September)	Maple Avenue	Elementary Classroom (AG)
Rachel Boynton (Sep – Nov)	Maple Avenue	Elementary Classroom (LC)

Ginny McKinnon motioned to accept the long-term substitutes Mandy Hibbert and Rachel Boynton as presented, seconded by Heather Trzepakz. Vote: 8-0-0 – All in Favor – Motion Passed.

Track Change (Effective 9/1/17): Board Notification only

Christine Schwab	Glen Lake	B+15 to M
Cynthia Rivard	Maple Avenue	B to B+15
Lisa DeMarco	GHS	B+15 to B+30
Meagan Therriault	GHS	B+15 to M

Co-Curricular- Coaches Not Returning (2017-2018): Board Notification only

Kelly Taylor	MVMS	Field Hockey
Colleen Russo	GHS	Cheer – Fall
Ian Horseman	GHS	Basketball – Varsity (Girls)
Alex Paraskevas	GHS	Football - JV
Nicholas Hammond	GHS	Football – JV

Co-Curricular Sports Nominations (2017-2018):

Marissa Magarian	MVMS	Soccer (Girls) – BTEAM
Jenna Holden	MVMS	Cross Country
Shawn Johnson	MVMS	Soccer (Boys)
Heather Hersom (n)	MVMS	Field Hockey
Michael Garrity	MVMS	Assistant Athletic Director
Stephen Lary (n)	GHS	Basketball – Varsity (Girls)

(Previously submitted on 6/19/2017)

Kati Goudouros (n)	GHS	Cheer – Fall
Krystal Goudouros (n)	GHS	Cheer – Fall
Joshua Devriendt	GHS	Football – Freshman
Sean Conley (n)	GHS	Football - JV
Jeff Dalzell (n)	GHS	Football – JV
Michael Bistany	GHS	Strength & Conditioning
Kenneth Hamel	GHS	JV Golf Volunteer
Troy Cray	GHS	JV Golf Volunteer
Sean Colligan	GHS	Cross Country Assistant

Co-Curricular Non-Sports Nominations (2017-2018):

Joshua Desrochers	GHS	Activities Director
Advisor Grade 9	GHS	Summer Whitmore
Advisor Grade 9	GHS	Andy Pyszka
Advisor Grade 10	GHS	Jennifer Beauchemin
Advisor Grade 10	GHS	Meagan Therriault
Advisor Grade 11	GHS	Kylie Connolly
Advisor Grade 11	GHS	Vicki Lussier
Advisor Grade 12	GHS	Lyle Hamel
Advisor Grade 12	GHS	Amanda Murchison
Band	GHS	Doug McKernan
Chorus	GHS	Joshua Desrochers
Strings	GHS	Muriel Orcutt

Drama	GHS	Ann Davison
Lead Teacher- English 50%	GHS	Lee Mannion
Lead Teacher- English 50%	GHS	Meagan Therriault
Lead Teacher- Math.....	GHS	Jess Brown
Lead Teacher- Science.....	GHS	Jaime Gratton
Lead Teacher- Social Studies	GHS	Robert Ward
Marine Biology	GHS	Diana Thomas
National Honor Society	GHS	Matt Chadbourne
Newspaper	GHS	Holly Pozin
Peer Outreach.....	GHS	John Webb
Peer Outreach.....	GHS	Curt McDermott
Pep Band.....	GHS	Doug McKernan
Student Council	GHS	Erin McKinnon
Student Council	GHS	Ryan Fitzpatrick
Yearbook.....	GHS	Lee Mannion

Reta Chaffee motioned to accept the Co-Curricular Sports and Non-Sports Nominations as presented, seconded by Heather Trzepacz. Vote: 8-0-0 – All in Favor – Motion Passed

Teacher Resignation (2017-2018):

Ian McGarty	Maple Avenue.....	Speech Pathologist
Nicole Ainsworth-Brown.....	MVMS	Special Education
Jessica Burton	MVMS	Guidance

Ginny McKinnon motioned to accept the teacher resignations of Ian McGarty, Nicole Ainsworth-Brown, Jessica Burton with regret, seconded by Heather Trzepacz. Vote: 8-0-0 – All in Favor – Motion Passed

Teacher Nominations (2017-2018):

Anne Mello	Bartlett	Title I – 50%
James O’Connor	Bartlett	Grade 4
Lawrence Carbonneau	Maple Avenue.....	Special Education
Kaylee Vance.....	Maple Avenue.....	Interventionist
David Bousquet	MVMS	Title I – 50%
Melanie Cali.....	MVMS	Guidance
Anais Fremaint.....	MVMS	Art
Lisa Khalafi	MVMS	Family and Consumer Science
Stefanie Nevins.....	MVMS	Special Education
Joshua Devriendt	GHS	Science
Joseph Kalbacher	GHS	Math/Tech Ed
Samuel O’Brien	GHS	Social Studies

Ginny McKinnon motioned to accept the teacher nominations for the 2017-2018 school year as presented, seconded by Steven Dutton. Vote: 8-0-0 – All in Favor – Motion Passed

Assignment Changes: Board Notification only

Jill Rioux.....	Bartlett to Maple Avenue	Special Education
Joan Jordan	Maple Avenue to Bartlett	Special Education (50%)
Jessica Roy.....	Bartlett to Maple Avenue	Special Education to Speech
Madeline Leone	Bartlett (60%) & Maple (40%).....	Speech
Judith Lavoie	Bartlett to GHS	Paraprofessional

Other:

Language Model Facilitator: Bartlett Elementary School - Board Notification only

OTHER BUSINESS THAT MAY LEGALLY COME BEFORE THE MEETING: None

NON-PUBLIC SESSION RSA 91-A:3II NON-PUBLIC SESSION RSA 91-A:3II(a)(c)- (a) *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges*

against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted. (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.

Dan Cloutier motioned to enter into non-public session at 8:38pm pursuant to RSA 91-A:3II(a) seconded by Steven Dutton. 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 9:03pm pursuant to RSA 91-A:3II(a), seconded by Reta Chaffee. 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 in perpetuity as it involves labor, seconded by Heather Trzepacz. Vote: 8-0-0 – All in Favor – Motion Passed

Dan Cloutier motioned to enter non-public session at 9:03pm pursuant to RSA 91-A:3II(c) seconded by Heather Trzepacz. The Chair took an individual voice poll. Vote: 8-0-0 – All in Favor - Motion Passed

Dan Cloutier motioned to leave non-public session pursuant to RSA 91-A:3II(c) at 9:58pm, seconded by Heather Trzepacz. 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 in perpetuity, seconded by Heather Trzepacz. Vote: 8-0-0 All in Favor – Motion Passed.

Lorry Cloutier motioned to adjourn the non-public session at 10:00pm, seconded by Heather Trzepacz. The Chair took an individual voice poll. Vote: 8-0-0- All in Favor – Motion Passed.

Respectfully submitted by,

Denise F. Morin
Recording Secretary