

**GOFFSTOWN SCHOOL DISTRICT
GOFFSTOWN SCHOOL BOARD MEETING
Goffstown High School – Library - 27 Wallace Road, Goffstown, NH 03045
Monday, December 5, 2016 – 7:00PM**

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

Administration: Brian Balke, Superintendent, Ray Labore, Business Administrator, MaryClaire Barry, Assistant Superintendent, Randy Loring, Facilities Director, Salina Millora, Spec Ed Director, Kate Magrath, HR Director

Call to Order: Dian McCarthy called the meeting to order at 7:00pm.

Approval of the November 21, 2016 School Board Meeting Minutes: *Steven Dutton motioned the approval of the November 21, 2016 meeting minutes as amended, spelling correction "quad" seconded by Reta Chaffee.*

Vote: 6-0-3 (Ginny McKinnon, Jenelle O'Brien, Dian McCarthy abstained) - Motion Passed

Correspondence - Substitute Reports; thank you letter to the Greater Bedford Womenade for their \$1,250 donation.

Commendations/Good News: Jacob Borges reported by Kathy Sargent - GHS News - Canned food drive starts this week and will go until next Friday. Any cans or money are accepted with gratitude. The Leo's Club is also holding a clothing drive right now. Any warm winter clothing is accepted with gratitude. The Yearbook Club has been doing an amazing job getting superlatives, clubs, and "Day to Day" GHS pictures for the yearbook. It's a thankless almost year-long job that I felt deserved a shout-out. Drama has begun production of their most upcoming play, the Adams Family. Everyone is very excited for the end result which will not be ready until many more hours are put in as they have only just begun.

Kathleen Sargent – GHS – The annual Yale Model Congress Conference was held from Thursday through Sunday. Twenty students attended the conference of which 6 earned certificates for outstanding participation in their committees or in full session. We are very proud of our students.

Dian McCarthy was not able to attend the "Children's Nutcracker" performance but heard great things about the production.

Public Comment – None

Policy Review Committee Report – Steven Dutton Reporting- NHSBA proposed amended language to Policy BDB Board Officers. The committee reviewed the language and determined the current district policy language was acceptable and a language change was not needed. The next PRC Meeting is 12/12/16 @ 6:00pm @ SAU Central Office.

Planning and Communications Report – Reta Chaffee Reporting: The committee met tonight to discuss the Cornerstone and Dream Keeper Award nominations which will be discussed in non-public. The committee also discussed the February 4th Deliberative Session preparation.

Curriculum and Education Report – Ginny McKinnon Reporting: The next C&E Committee meeting is 12/12/16 @ 7:00pm @ SAU Central Office.

Budget Committee Report: Dian McCarthy Reporting: The Budget Committee is wrapping up the town side deliberations. The Fire Department's budget is the last to be addressed. The school district budget deliberation is Tuesday. Dian explained that the Board had made assorted cuts to the budget after the budget was printed and these changes were not reflected in the Budget Committee's copy. The Budget Committee requested further information on the following budget items: \$30K for NEAS&C - the amount was cut from the budget but reinstated by the Board; additional \$1.6K to the Maple Ave Facilities Line – the Board cut \$10K from the what was called the

emergency repair line and left it up to Administration's discretion to divide it among the schools; Staffing – The increase was not a transfer of funds but is attributable to a person is in place.

A&F Committee Meeting Report – Dan Cloutier Reporting: Primex reduced the school district's P&L insurance coverage by \$7,764. Goffstown's combined 2017-2018 budget savings is \$8,195. The school district budget currently states \$151,000. The total P&L insurance amount is \$143,268. The insurance savings information will be brought forward for discussion at the next Budget Committee meeting. This savings will also reduce Goffstown's SAU Assessment amount by \$431 for a total \$1,536,170 for Goffstown's SAU Assessment service cost.

Dan Cloutier motioned the approval of the December 5, 2016 manifest for \$1,297,371.16, Heather Trzepakz seconded. Vote: 9-0-0 – All in Favor – Motion Passed.

Reminder - SAU Budget Hearing and School Board meeting – December 8, 2016 @ 7:00pm at NBCS.

Superintendent Report: Brian Balke Reporting: Maple Ave has been working diligently in submitting their School of Excellence application to the NH Excellence in Education (EDIEs). Brian acknowledge the following individuals for working on and completing this application: Katie Mordecai, Katie Birdsey, Sylvia Osiecki, Lisa Johnson, Chris Lambert, Nicole Magoon, Christina Lamson and Suzanne Pyszka. Congratulations to Mrs. Pyszka and Mrs. Lisa Johnson.

Weather Call of Monday, December 5th: Assistant Superintendent MaryClaire Barry stated that the timing of today's snowstorm could not have been predicted by anyone - not even the weather forecasters. Mrs. Barry stated that making a weather call is never easy. The cancellation or delay process starts the night before the event and is a combined effort with colleagues from the Goffstown Truck Center, town police and town road agents who are all keeping a close watch on the weather and news channels. It was not snowing as of 6:10AM Monday and the weather forecasters kept their predictions to an 8:00am start time. The snow began falling at 7:15am. Had we called a 2-hour school delay, that would have placed our children in harm's way. Bus drivers arrive at the bus terminal at 5:00am and are in route by 5:45AM which leaves little to no time to cancel school. Buses were delayed 35-40 minutes due to slow moving traffic and motor vehicle accidents. Our bus drivers proceeded with caution as they continued on their routes. At 8:17AM, an alert message was sent to all parents announcing the bus delays. Mrs. Barry responded to 8 calls and 5 e-mails from parents who were unhappy with the weather call or expressed concern about the bus pick-up wait time. Some parents did offer constructive suggestions. When speaking to the parents, Mrs. Barry stated that our students' safety is always our first concern. Some parents opted not to send their child to school.

Superintendent Balke thanked Mrs. Barry handling this weather situation as he was out of town at the time of the event. Mr. Balke stated that he would not have done anything different from what Mrs. Barry had done. Mr. Balke would like all parents to be aware that these calls are not easily made and that calling a 2-hour delay would have been more problematic. Mr. Balke added, please know that the school district was in good hands.

Mrs. Barry thanked Goffstown Truck Center and Safeway for the great communication as they safely brought our students to where they should be. MST and all after school activities were cancelled in both school districts.

Update to the Bartlett and Maple Ave Modular Space Discussion – Randy Loring Reporting – Two additional responses were received for the Maple and Bartlett modular units. They were from Aries Building Solutions of Windham, NH and IConn Construction of Oklahoma. Information for Schiavi Building Solutions of Oxford, ME, was previously shared with the Board. Randy reviewed the leasing and purchasing information for both Aries Building Solutions and Schiavi Building Solutions. Administration will be meeting with financial institutions on Tuesday to review/discuss options. The Board will be updated at the next Board meeting. Brian stated that the choice to accommodate instructional space is difficult without Building Aid. Ray recommended proceeding with a lease purchase option with a finance house that would have more favorable terms in borrowing money. Randy stated that the modular will be delivered and in place by end of July beginning of August and he is confident that they will be ready on September 1st for the school's opening day.

CIP Item Discussion – Ray Labore Reporting – Ray reviewed the approved CIP Items (approximately \$2M in spending of which \$600K is identified funding to cover the items). Bartlett Elementary: Phase III Renovation and Cafeteria Table Replacement. Maple Avenue: Cafeteria Table Replacement, Portable Classroom Addition, Window and Awning Replacement. MVMS: Service Road Reclamation and Striping, Motorized Classroom Dividers. GHS: GHS Theater Infrastructure, Complete Gym Door Replacement, Emergency Generator Installation, Drainage Project (we have a reserve to cover the drainage). There are no proposed projects for Glen Lake School. District: Replacement Pick-up/Plow Truck. It was noted that the current classroom dividers are a safety concern. Ray will begin tracking the Unreserved Fund Balance in February. He was not able to provide a projection of what the district will have in the fund but he is certain it will not be near what we had in prior years. Ray stated that there is no insurance money to re-purpose however, there may be enough money to cover room dividers and cafeteria tables.

3rd Read of the 2017 Draft Warrant Articles – Article 4 – Capital Reserve Fund: The dollar amount will come from the unreserved fund balance. The Board is mindful of the maintenance projects identified. The purpose of the Capital Reserve Fund is to allow the school district to maintain the school buildings and grounds which are the towns most valued assets. The Board is aware of the need to educate the voters as to the purpose of the fund. Ginny McKinnon suggested \$25K as a startup dollar amount and increasing that amount in future years. Dan Cloutier recommended inserting the following sentence to the article “No additional amount to be raised from taxation”. Dan commented that previous budgets from decades ago seemed to be much higher and the returns were in the millions. School administrators are doing a wonderful job with being creative and reducing the budget. Any money that we have left over after a year is because of the dutiful, mindful expenditures of our spenders. Dan suggested using what is available at the end of the school year to pay for needed school items so that we do not have to go back to the taxpayers. Due to being so frugal with doing everything we need to do, the money has already been funded and the expectation of a return is not there which is why Dan is suggesting a \$150K dollar amount in Article #4 if available. If we have a \$200K return, the Board will have to decide if it falls in the 2.5% fund or goes back for tax reduction for the following year. Ginny McKinnon stated that she would approve of that dollar amount only if there was Board consensus and if we get the Budget Committee’s recommendation on Article #3 and #4 as the district would have a better chance of passing both. Otherwise, she would like a smaller dollar amount inserted in Article #4. All Board members agreed that the Article #3 – Goffstown Educational Support Staff Collective Bargaining Agreement was top priority. Administration will prepare a Voters’ Guide type explanation for the Budget Committee with regard to the CBA article as it is unique. **Dan Cloutier motioned to insert \$150K into Article 4, seconded by Jenelle O’Brien. Vote: 8-0-1 (Ginny McKinnon opposed). Motion Passed.**

SCHOOL STAFFING

Nominations:

Co-Curricular Sports:

Jenn Huard (n) GHS Cheer - Varsity Volunteer

Steve Dutton motioned to accept the nominations for Co-curricular sports as presented, Ginny McKinnon seconded. Vote: 9-0-0 – All in Favor – Motion Passed

Other: none

OTHER BUSINESS THAT MAY LEGALLY COME BEFORE THE MEETING: none

NON-PUBLIC SESSION RSA 91-A:3II(a) and (d) 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. Cornerstone and Dream Keeper Award Nominations RSA 91-A:3II(d) Consideration of the acquisition, sale, or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interest are adverse to those of the general community. (land discussion)

Steven Dutton motioned to enter Non-Public Session pursuant to RSA 91-A:3II(a) and (d) at 8:27pm, seconded by Dan Cloutier. The Chair took an individual voice poll. Vote: 9-0-0 – All in Favor – Motion Passed.

Dan Cloutier motioned to leave non-public session pursuant to RSA 91-A:3II(d) at 8:45pm, seconded by Heather Trzepacz. The Chair took an individual voice poll. Vote: 9-0-0 – All in Favor – Motion Passed.

Dan Cloutier motioned to seal the minutes until the matter is acted on or resolved, seconded by Steven Dutton. Vote: 9-0-0 – All in Favor – Motion Passed.

Dan Cloutier motioned to enter Non-Public Session pursuant to RSA 91-A:3II(a) at 8:46pm, seconded by Steven Dutton. The Chair took an individual voice poll. Vote: 9-0-0 – All in Favor – Motion Passed.

Dan Cloutier motioned to leave non-public session at 8:51pm seconded by Heather Trzepacz. The Chair took an individual voice poll. Vote: 9-0-0 – All in Favor – Motion Passed.

Dan Cloutier motioned to seal the minutes until after the 2017 Deliberative Session, seconded by Steven Dutton. Vote: 9-0-0 – All in Favor – Motion Passed.

Lorry Cloutier motioned to adjourn the meeting at 8:52pm, seconded by Reta Chaffee. Vote: 9-0-0 – All in Favor – Motion Passed

Respectfully submitted by:

Denise F. Morin
Recording Secretary