

SCHOOL ADMINISTRATIVE UNIT #34
Deering, Hillsboro, Washington and
Windsor

**HILLSBORO-DEERING SCHOOL BOARD
REGULAR MEETING**

**Monday, February 18, 2019 - 6:15pm
HD Elementary School Media Center**

MINUTES

In Attendance:

Board Members:

Rich Pelletier

Paul Plater

Chris Bober

Kathryn McGinn

Jessica Morris

Student Representative - Josh
Marshall

Administration:

Robert Hassett, Superintendent

Patricia P, Assistant Superintendent

Lori Schmidt, Business Administrator

Jennifer Crawford, Director of Curriculum

Instruction and Assessment

Jim O'Rourke, HS Principal

Marc Peterson, MS Principal

A. Call Meeting to Order

Chair Pelletier Called the regular meeting to order at 6:15pm.

B. Pledge of Allegiance

Chair Pelletier led the Pledge of Allegiance and a moment of silence. He thanked everyone for attending the meeting and stated that the meeting was being recorded and will appear on the internet.

C. Correspondence

1. \$341.50 NABCC Breast cancer Donation : Thank you to the HS
2. Courtney Ford - Recognized and paid for articles written for newspaper
3. Chris Bober
 - a. 29 students competed in DECA this year
 - b. 8 % of the HS population
 - c. Won a number of awards
 - i. 2019 Outstanding Chapter Award
 - ii. 2019-2020 State Officer
 - iii. 1st Place in New Hampshire Quiz Bowl (we beat Bedford in the finals 35 to 9!)
 - iv. 1st Place in New Hampshire Apparel and Accessories Marketing
 - v. 1st Place in New Hampshire Restaurant and Food Service Management

- vi. 1st Place in New Hampshire Personal Financial Literacy
 - vii. 1st Place in New Hampshire Learn and Earn Project
 - viii. 2nd Place in New Hampshire Principles of Marketing
 - ix. 2nd Place in New Hampshire Human Resources
 - x. 2nd Place in New Hampshire Quick Serve Restaurant Management
 - xi. 2nd Place in New Hampshire Entrepreneurship Promotion Project
 - xii. 2nd Place in New Hampshire Professional Selling
 - xiii. 3rd Place in New Hampshire Business Finance
 - xiv. 3rd Place in New Hampshire Entrepreneurship Team Decision Making
 - xv. 3rd Place in New Hampshire Financial Literacy Promotion Project
 - xvi. 3rd Place in New Hampshire Franchise Business Plan
 - xvii. And 24 medals in various subcategories
4. Paul Plater
- a. Attended school Board Conference
 - i. The logistics of the learn anywhere program will be challenging

D. Public Comment

- 1. John Segedy
 - a. Didn't this program give the company the portion of the adequacy grant?
 - i. Paul Plater
 - 1. No, the school will still get that funding
 - b. Recording Meetings
 - i. There are 5 salaried people who regularly attend the meetings
 - 1. There is no reason to pay an extra person to do this

E. Discussion Items

- 1. Video Recording/Live Streaming of Board Meetings — Neal Richardson
 - a. YouTube
 - i. Cheapest option. estimated \$227 in equipment costs
 - b. Town Hall Streams (Recommendation)
 - i. One (Fixed) location
 - ii. Flip a switch and it turns on the recording, automatically uploads and stores for 5 years.
 - c. Rich Pelletier
 - i. The problem with youtube is that we will have to pay someone to record and upload to the platform.
 - ii. The other options all handle the storage of the video
 - iii. Town Hall Streams
 - 1. Do they offer a trial period?
 - a. Yes
 - 2. They supply the hardware?
 - a. Yes. the others we would have to supply the hardware.
 - iv. Neal to explore the Town Hall Streams for next meeting
- 2. Follow-up on Deliberative Session
 - a. Kathryn McGinn

- i. Need to work on using plain language
- b. Rich Pelletier
 - i. If you are writing a letter to the editor you need to have a line in there that states that the letter is your opinion

C. Superintendent's Report

1. Appointments, Leaves and Resignations
 - a. see Attached sheet
2. General Update
 - a. Last week, all 3 road agents said they needed the day to get the roads cleaned up
3. Follow-up on Lead Testing of Water — James Bailey
 - a. the results came back a little better than the numbers in December.
 - i. The High School and Middle School sinks all passed
 - ii. the Elementary School still had a number of sinks that failed
 - b. Presented a plan to address the sinks that failed
 - c. estimated to cost \$46,250 to update the pipes that feed the contaminated sinks.
 - d. Rich Pelletier
 - i. what is the advantage of having a sink in every classroom?
 - ii. How does the school feel about this?
 1. Robert Hassett
 - a. There are people on both sides of that argument
 - e. Robert Hassett
 - i. would this qualify as an expense that would qualify as an emergency maintenance fund expense?
 1. Lori Schmidt
 - a. yes.
4. Strategic Plan Update — Jim O'Rourke
 - a. Portrait of a graduate
 - i. Looking at what a student who graduates from the HS would ideally look like
 1. What skills do they have?
 - b. Looking at why are we doing a strategic plan
 - c. Battelle for Kids - Company that will be helping with this pre-strategic plan assignment
5. HDES Principal Search Update
 - a. Search Committee has been put together
 - b. Job description has been created
 - c. Hope to start scheduling Interviews the week of March 6th
6. Business Administrator's Report
 - a. Financial Report
 - i. see attached sheet
 - b. Budget Transfers
 - i. see attached sheet
 - ii. There was a change in vendor for the copiers
 1. Higher cost than was expected

F. Minutes — February 4, 2019 regular meeting minutes

1. Kathryn McGinn moved to accept the minutes from February 4, 2019 as printed. Chris Bober seconds. Motion passed 5-0

G. Public Comment

1. None

H. School Board Response to Public Comment

1. None

I. Action Items

1. Appointments, Leaves and Resignations
 1. Chris Bober moved to accept the Appointments, Leaves and Resignations as written. Jessica Morris seconds. Motion passed 5-0.
2. Policies Requiring School Board Action
 1. EHB Data/Records Retention — Revision
 1. Chris Bober moved to accept the revision to the EHB Data/Records Retention Policy as written. Kathryn McGinn seconds.
 1. Paul Plater - what if the parent wants to keep the records, but the student does not?
 1. Robert Hassett
 1. once a student is 18 they can make the decision as a legal adult
 2. vote passed 5-0

J. Adjournment

Motion to adjourn made by Jessica Morris, second by Chris Bober. Motion passed 5-0 at 8:11 pm

Respectfully Submitted,
Megan Fleagle

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SAU #34

Soaring to Excellence

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*Robert A. Hassett, M.Ed.
Superintendent of Schools*

*Jennifer L. Crawford, Ed.D.
Director of Curriculum, Instruction and Assessment*

*Patricia M. Parenteau, MS, CAGS
Assistant Superintendent*

*Loreal R. Schmidt, M.S.T.
Business Administrator*

To: Members, Hillsboro-Deering School Board
From: Mr. Robert A. Hassett, Superintendent of Schools
Date: February 18, 2019
Re: Appointments, Leaves and Resignations - Teachers & Administrators

The following resignations, leaves, and appointments of teachers have occurred since the February 4, 2019 School Board meeting:

RESIGNATIONS: None

LEAVES:

Jessica Knight – HDES Computer Teacher, parental leave, approximately 6/5/19-1/17/20

TRANSFERS/CHANGE OF ASSIGNMENTS: None

APPOINTMENTS:

Elizabeth Licht – HDES Behavioral Interventionist – annual salary \$60,000, full-time, effective 3/14/19, NH Licensed Marriage and Family Therapist, NH Licensed Clinical Mental Health Counselor.

Monthly Statement for the Period 01/01/2019 through 01/31/2019

Expenses						Amount	%
						Unencumbered	Unencumbered
Salaries	\$	742,482	\$	4,808,154	\$	5,413,487	\$ 432,363
Benefits		417,515		2,468,616		2,778,111	428,046
Purchased Services		64,693		1,354,342		443,409	340,854
Property		123,848		1,085,341		589,138	141,841
Debt & Transfer		-		921,748		50,000	-
Transportation		71,314		376,365		391,936	30,107
Supplies		86,610		807,736		144,539	(114,816)
Total Expense	\$	1,506,462	\$	11,822,302	\$	22,891,317	\$ 1,258,395
							5.00%

A. The overage includes the cost of the window film and cameras for which we will receive partial reimbursement from the NH Security Fund. Projects have been completed and final payment made, so reimbursement will be sought. This will be in the revenues when received.

HILLSBORO-DEERING SCHOOL DISTRICT

Budget Journal Entries Report

Fiscal Year: 2018-2019

Type: Budget Journal

Entry Number Memo

Line	Entry Date	Account	Line Memo	From Date: Batch / Reference	1/1/2019 Journal Debits	1/31/2019 Journal Credits	User ID
61		To fund misc supplies					
1	01/09/2019	10.2120.000.330.2	GUIDANCE PROF SERVICES MS		\$0.00	\$0.00	1168.lschmidt
2	01/09/2019	10.1100.000.610.2	SUPPLIES MS		\$2,000.00	\$0.00	
					\$2,000.00	(\$2,000.00)	
68		Copy overages					
1	01/24/2019	10.1100.000.610.2	SUPPLIES MS		\$2,000.00	\$0.00	1168.lschmidt
2	01/24/2019	10.1100.000.640.2	BOOKS MS		\$0.00	(\$2,000.00)	
					\$2,000.00	(\$2,000.00)	
69		Travel Expenses					
1	01/28/2019	10.2410.000.580.3	PRINCIPAL OFFICE TRAVEL HS		\$3,000.00	\$0.00	1168.lschmidt
2	01/28/2019	10.2410.000.810.3	PRINCIPAL OFFICE DUES & FEES HS		\$0.00	(\$500.00)	
3	01/28/2019	10.1100.000.810.3	DUES & FEES HS		\$0.00	(\$2,500.00)	
					\$3,000.00	(\$3,000.00)	