

**HILLSBORO-DEERING SCHOOL BOARD
REGULAR MEETING**

**Monday, May 16, 2022 - Immediately following the public hearings
HD Middle School Cafetorium**

Also Livestreamed at: <https://vimeo.com/event/1656925>

The mission of the Hillsboro-Deering School Board is to articulate and develop the educational goals of the community and to allocate community resources effectively and responsibly. It strives to create, with educational professionals, a dynamic learning environment in which all students are inspired to realize their individual potential, learn critical academic skills, develop intellectual curiosity and moral courage, and prepare to be active citizens.

MINUTES

In Attendance:

Board Members:

Chris Bober - Chair

Paul Plater - Vice Chair

Jessica Morris

Heidi Welch

Michael Kenney- Absent

Administration:

Patricia Parenteau, Superintendent

**Jennifer Crawford, Director of Curriculum Instruction
and Assessment**

Mary Henry, Business Manager

Stacey Vazquez, Director of Student Support Services

Donna Furlong, Upper HDES Principal

Jeni Laliberte, Lower HDES Principal

Jim O'Rourke, HDHS Principal

Marc Peterson, HDMS Principal

A. Call Meeting to Order

- a. Chair Bober called the meeting to order at 6:10pm

B. Recognitions

- a. A moment of silence was called to recognize Officer Bo who passed away last week.

C. Correspondence

- a. HD Federation of Teachers
 - i. Thank you to the Board for everything they and the administration did for Teacher Appreciation Week.
 - 1. Thank you for the local restaurant gift cards
 - 2. Also thanks the Board for the tentative agreement that will be put forward to the voters.
- b. Delegate Assembly
 - i. Request from board members for resolutions are due in July

D. Student Representative Report - Courtney Ford

- a. ES
 - i. Students completed statewide assessment on May 9th
 - ii. Students enjoyed outside lunch a few days
 - iii. Some grades have gone on a few field trips
- b. MS

- i. May 14th the MS choir sang at the library
- c. HS
 - i. DECA Returned from their trip to Atlanta
 - ii. NHS Inductions are tomorrow at 6pm
 - iii. Therapy Dogs were brought in last week

E. Board Discussion

- a. **H-D Federation of Teachers Tentative Agreement**
- b. **Approve for Deliberative and Sign Warrant (action item)**
 - i. Welch moved to approve the H-D Federation of Teachers Tentative Agreement, Deliberative and Sign Warrant as presented. Morris seconds. Motion passed 4-0-0
- c. **Expenditure from Paving Trust Fund (action item)**
 - i. Morris moved to approve the Expenditure from the Paving Trust Fund as presented. Welch seconds.
 - 1. Morris moved to amend the motion to utilize the remaining balance of the Paving Trust Fund for this project. Welch seconds. Motion passed 4-0-0
- d. **Expenditure from HVAC Trust Fund (action item)**
 - i. Morris moved to utilize \$83,180 from the HVAC Trust Fund balance as presented. Plater seconds. Motion passed 4-0-0
- e. **HD Support Staff Negotiations**
- f. **School Board Representatives (action item)**
 - i. Welch moved to appoint Chris Bober to represent the Board for the HD Support Staff Negotiations. Plater Seconds. Motion passed 4-0-0

F. Consent Agenda (action needed)

- a. **Minutes - May 3, 2022 meeting**
- b. **Appointments, Leaves and Resignations**
- c. **VOTE**
 - i. Morris moved to approve the consent agenda as presented. Welch seconds. Motion passed 4-0-0

G. Superintendent's Report. (informational)

- a. **General Update**
 - i. Fun Fest is on Wednesday!
 - ii. Commends everyone for their work through last week.
- b. **Financial Report - Mary Henry**
 - i. See attached sheets
 - ii. Tax rate
 - 1. If you have a \$2 million-dollar return coming in for the next year, need to keep in mind that the following year that the

tax rate will go right back up even if the budget doesn't increase very much.

2. We will not have the surplus we have now because the one time monies from the state will not be given again.

c. Budget Transfer (action item)

- i. See attached sheet
- ii. Vote
 1. Bober Moved to approve the budget transfer as presented.
Morris seconds. Motion passed 4-0-0

d. ESSER Update

- i. The Board was given an update on the ESSER funds spending to date.
- ii. See attached Sheet

H. Public Comment

- a. Joyce Bosse - Hillsborough
 - i. Just found out the NHS Inductions are tomorrow night
 1. As a newspaper representative, she should know about important events like this.
 2. It is not on the calendar.
 3. There are other important events that have not been added to the calendar that the community should be aware of.
 - ii. You are live streaming, but you act like you are not.
 1. You need to speak louder and clearer so that your voices can be picked up on the mic.
 - iii. Rotary received 4 scholarship applications, and the lions club received 42.
 1. The deadline had been extended, but still not many students applied for the scholarship.

I. Non-Public Session - RSA 91-A:3 II. (i.)

- a. Welch moved to go into a nonpublic session citing RSA 91-A:3 II (i).
Morris seconds. Motion passed 4-0-0 @ 6:48pm
- b. Roll
 - i. Bober
 - ii. Plater
 - iii. Welch
 - iv. Morris

J. Call Back to Order

- a. Chair Bober called the meeting to order at 8:02pm

K. Action Following Non-Public Session

- a. Bober moved to seal the minutes of the non-public session. Plater seconds. Motion passed 4-0-0

L. Adjournment

- a. Plater moved to adjourn. Morris seconds. Motion passed 4-0-0 @ 8:03pm

Respectfully Submitted,
Megan Shower

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SAU #34

Soaring to Excellence

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Patricia M. Parenteau, MS, CAGS
Superintendent of Schools

Stacey Vazquez, Ed.S.
Director of Student Support Services

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

Mary A. Henry, BS
Business Manager

To: Members, Hillsboro-Deering School Board
From: Patricia Parenteau, Superintendent of Schools
Date: May 16, 2022 - revised
Re: Appointments, Leaves and Resignations - Teachers & Administrators

The following resignations, leaves, and appointments of teachers have occurred since the May 3, 2022 School Board meeting:

RESIGNATIONS:

Anne Malone – HDES Special Education Teacher, resignation effective 6/30/22.

LEAVES: None

TRANSFERS/CHANGE OF ASSIGNMENTS: None

APPOINTMENTS:

Magdala Johnson – HDHS Mathematics Teacher, salary track BA+24, step 12, salary \$68,170, effective 7/1/22, holds NH License in Mathematics Upper Level.

Griffen Fletcher – HDHS Mathematics Teacher, salary track BA, step 8, salary \$55,816, effective 7/1/22, holds NH License in Mathematics Upper Level.

Logan Cormier – HDHS Music Teacher, salary track BA, step 1, salary \$45,384, effective 7/1/22, NH License in Music Education pending.

Jennifer Knopf – HDSD ESOL (English for Speakers of Other Languages) Teacher, salary track MA, step 12, salary \$73,951, effective 7/1/22, holds NH License in ESOL English Education (5-8) and Science (5-8).

Courtney Leitner – HDSD Speech and Language Pathologist, salary \$58,000, effective 7/1/22

HDES Instructional Team Leaders – stipend \$1,800, effective for 2022-2023 school year:

Maggie Cover
Ellen Ward-Hill
Tonia Whitman
Ginny McLay
Shannon Adamo
Alana Kimball

HILLSBORO-DEERING SCHOOL DISTRICT

FINAL REPORT 21-22 YTD BY OBJECT

Fiscal Year: 2021-2022

To Date: 5/31/2022

From Date: 5/1/2022

☐ Include pre encumbrance ☐ Print accounts with zero balance ☒ Filter Encumbrance Detail by Date Range
☐ Exclude inactive accounts with zero balance

Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal	% Rem
10.0000.000.000.0	OBJECT	\$10,000.00	(\$10,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10.0000.000.110.0	SALARY	\$7,738,812.86	\$8,000.00	\$7,746,812.86	\$275,859.76	\$5,570,441.31	\$2,176,371.55	\$2,020,914.41	\$155,457.14	2.01%
10.0000.000.111.0	PARA EDUCATOR SALARY	\$1,298,585.42	\$0.00	\$1,298,585.42	\$29,082.60	\$913,461.65	\$385,123.77	\$203,973.15	\$181,150.62	13.96%
10.0000.000.112.0	SALARY	\$9,000.00	\$0.00	\$9,000.00	\$157.50	\$262.50	\$8,737.50	\$350.00	\$8,387.50	93.19%
10.0000.000.113.0	NON- UNION	\$1,871,461.68	\$0.00	\$1,871,461.68	\$65,584.99	\$1,420,571.60	\$450,890.08	\$336,263.58	\$114,626.50	6.12%
10.0000.000.114.0	NON UNION SALARY	\$262,362.27	\$0.00	\$262,362.27	\$9,744.71	\$224,491.59	\$37,870.68	\$38,234.01	(\$363.33)	-0.14%
10.0000.000.120.0	SUBSTITUTES	\$181,500.00	\$0.00	\$181,500.00	\$7,913.67	\$130,849.10	\$50,650.90	\$1,433.16	\$49,217.74	27.12%
10.0000.000.130.0	STIPENDS	\$16,800.00	\$0.00	\$16,800.00	\$0.00	\$0.00	\$16,800.00	\$15,600.00	\$1,200.00	7.14%
10.0000.000.211.0	HEALTH INSURANCE	\$2,600,974.13	(\$4,000.00)	\$2,596,974.13	\$93,145.91	\$1,776,617.72	\$820,356.41	\$487,976.22	\$332,380.19	12.80%
10.0000.000.212.0	DENTAL INSURANCE	\$244,458.52	\$0.00	\$244,458.52	\$9,242.23	\$177,442.14	\$67,016.38	\$47,853.71	\$19,162.67	7.84%
10.0000.000.213.0	LIFE INSURANCE	\$15,686.40	\$0.00	\$15,686.40	\$601.92	\$11,586.70	\$4,099.70	\$3,164.78	\$934.92	5.96%
10.0000.000.214.0	LONG TERM DISABILITY	\$23,600.70	\$0.00	\$23,600.70	\$819.05	\$16,790.87	\$6,809.83	\$4,921.23	\$1,888.60	8.00%
10.0000.000.220.0	FICA & MEDICARE	\$864,137.72	\$0.00	\$864,137.72	\$28,302.60	\$607,165.43	\$256,972.29	\$192,358.25	\$64,614.04	7.48%
10.0000.000.230.0	NHRS	\$1,999,029.24	\$0.00	\$1,999,029.24	\$74,263.72	\$1,502,806.56	\$486,222.68	\$455,207.28	\$41,015.40	2.05%
10.0000.000.240.0	TUITION REIMBURSEMENT	\$61,000.00	\$0.00	\$61,000.00	\$0.00	\$17,089.27	\$43,910.73	\$0.00	\$43,910.73	71.98%
10.0000.000.241.0	STAFF TUITION REIMB	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$5,131.73	\$2,868.27	\$0.00	\$2,868.27	35.85%
10.0000.000.242.0	TRAINING	\$3,000.00	(\$1,000.00)	\$2,000.00	\$199.00	\$358.00	\$1,642.00	\$159.00	\$1,483.00	74.15%
10.0000.000.250.0	UNEMPLOYMENT COMPENSATION	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$0.00	\$8,000.00	\$0.00	\$8,000.00	100.00%
10.0000.000.260.0	WORKERS COMPENSATION	\$45,000.00	\$0.00	\$45,000.00	\$0.00	\$39,711.27	\$5,288.73	\$0.00	\$5,288.73	11.75%
10.0000.000.280.0	TRAINING	\$4,500.00	\$0.00	\$4,500.00	\$235.50	\$3,945.50	\$554.50	\$451.50	\$103.00	2.29%
10.0000.000.310.0	SUPERINTENDENT SERVICES	\$1,004,279.00	\$0.00	\$1,004,279.00	\$0.00	\$1,004,279.00	\$0.00	\$0.00	\$0.00	0.00%
10.0000.000.330.0	PROFESSIONAL SERVICES	\$442,972.25	(\$23,800.00)	\$419,172.25	\$25,445.20	\$264,950.34	\$154,221.91	\$92,257.10	\$61,964.81	14.78%
10.0000.000.331.0	TUTORING	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	100.00%
10.0000.000.340.0	CHECKLIST	\$500.00	\$0.00	\$500.00	\$90.00	\$350.00	\$150.00	\$0.00	\$150.00	30.00%
10.0000.000.380.0	AUDIT FEES	\$23,000.00	\$0.00	\$23,000.00	\$3,488.50	\$10,923.76	\$12,076.24	\$14,926.24	(\$2,850.00)	-12.39%
10.0000.000.411.0	WATER & SEWER	\$54,000.00	\$0.00	\$54,000.00	\$0.00	\$37,152.09	\$16,847.91	\$16,847.91	\$0.00	0.00%
10.0000.000.421.0	WASTE DISPOSAL	\$42,000.00	\$0.00	\$42,000.00	\$2,525.00	\$29,779.60	\$12,220.40	\$5,220.40	\$7,000.00	16.87%
10.0000.000.422.0	SNOW PLOWING	\$80,000.00	\$0.00	\$80,000.00	\$10,087.21	\$70,610.52	\$9,389.48	\$0.00	\$9,389.48	11.74%
10.0000.000.423.0	CUSTODIAL SERVICES	\$596,850.00	\$0.00	\$596,850.00	\$50,263.79	\$500,560.44	\$96,289.56	\$89,939.56	\$6,350.00	1.06%
10.0000.000.424.0	GROUPS MAINTENANCE	\$68,000.00	\$0.00	\$68,000.00	\$0.00	\$50,357.75	\$17,642.25	\$0.00	\$17,642.25	25.94%
10.0000.000.430.0	REPAIRS & MAINTENANCE	\$303,700.00	(\$628.93)	\$303,071.07	\$18,796.04	\$176,955.83	\$126,115.24	\$84,096.04	\$42,019.20	13.86%
10.0000.000.441.0	RENT	\$35,000.00	\$0.00	\$35,000.00	\$0.00	\$25,530.00	\$9,470.00	\$1,000.00	\$8,470.00	24.20%
10.0000.000.442.0	EQUIPMENT RENTAL	\$222,969.00	\$0.00	\$222,969.00	\$0.00	\$221,864.78	\$1,104.22	\$1,017.11	\$87.11	0.04%
10.0000.000.510.0	TRANSPORTATION	\$1,079,433.45	(\$4,500.00)	\$1,074,933.45	\$98,510.04	\$977,975.79	\$96,957.66	\$154,723.13	(\$57,765.47)	-5.37%

HILLSBORO-DEERING SCHOOL DISTRICT

FINANCIAL REPORT 21-22 YTD BY OBJECT

Fiscal Year: 2021-2022

From Date: 5/1/2022 To Date: 5/31/2022

☐ Include pre encumbrance ☐ Print accounts with zero balance ☒ Filter Encumbrance Detail by Date Range

☐ Exclude inactive accounts with zero balance

Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal	% Rem
10.0000.000.520.0	PROPERTY INSURANCE	\$50,000.00	\$0.00	\$50,000.00	\$0.00	\$38,666.94	\$11,333.06	\$0.00	\$11,333.06	22.67%
10.0000.000.531.0	TELEPHONE	\$101,060.00	\$0.00	\$101,060.00	\$7,052.79	\$49,121.46	\$51,938.54	\$49,308.96	\$2,629.58	2.60%
10.0000.000.534.0	POSTAGE	\$17,750.00	\$0.00	\$17,750.00	\$155.20	\$3,649.01	\$14,100.99	\$3,502.58	\$10,598.41	59.71%
10.0000.000.540.0	ADVERTISING	\$10,000.00	\$0.00	\$10,000.00	\$200.00	\$4,685.17	\$5,314.83	\$3,139.83	\$2,175.00	21.75%
10.0000.000.550.0	PRINTING	\$11,400.00	\$0.00	\$11,400.00	\$0.00	\$4,178.15	\$7,221.85	\$336.91	\$6,884.94	60.39%
10.0000.000.560.0	TUITION	\$984,453.79	\$0.00	\$984,453.79	\$0.00	\$249,387.66	\$735,066.13	\$371,831.22	\$363,234.91	36.90%
10.0000.000.580.0	TRAVEL	\$27,150.50	(\$3,500.00)	\$23,650.50	\$688.92	(\$604.91)	\$24,255.41	\$4,232.12	\$20,023.29	84.66%
10.0000.000.591.0	ADMISSIONS	\$3,265.00	\$0.00	\$3,265.00	\$0.00	\$892.23	\$2,372.77	\$0.00	\$2,372.77	72.67%
10.0000.000.610.0	SUPPLIES	\$320,305.00	\$26,300.00	\$346,605.00	\$10,739.25	\$234,396.97	\$112,208.03	\$62,075.08	\$50,132.95	14.46%
10.0000.000.622.0	ELECTRICITY	\$246,500.00	\$0.00	\$246,500.00	\$15,102.05	\$161,751.65	\$84,748.35	\$84,748.35	\$0.00	0.00%
10.0000.000.623.0	PROPANE	\$160,000.00	\$0.00	\$160,000.00	\$2,530.47	\$179,119.92	(\$19,119.92)	\$10,121.13	(\$29,241.05)	-18.28%
10.0000.000.626.0	VEHICLE FUEL	\$8,000.00	\$0.00	\$8,000.00	\$46.94	\$1,627.22	\$6,372.78	\$4,818.52	\$1,554.26	19.43%
10.0000.000.640.0	BOOKS	\$280,569.00	(\$11,300.00)	\$269,269.00	\$807.81	\$224,471.88	\$44,797.12	\$9,703.65	\$35,093.47	13.03%
10.0000.000.730.0	EQUIPMENT	\$272,672.17	\$13,228.93	\$285,901.10	\$2,220.20	\$135,631.05	\$150,270.05	\$99,936.66	\$50,333.39	17.61%
10.0000.000.810.0	DUES & FEES	\$55,114.50	(\$2,100.00)	\$53,014.50	\$920.00	\$35,127.72	\$17,886.78	\$7,002.83	\$10,883.95	20.53%
10.0000.000.811.0	NEASSC HS REACCREDITATION	\$3,500.00	\$0.00	\$3,500.00	\$0.00	\$3,500.00	\$0.00	\$0.00	\$0.00	0.00%
10.0000.000.830.0	INTEREST	\$55,125.00	\$0.00	\$55,125.00	\$0.00	\$55,125.00	\$0.00	\$0.00	\$0.00	0.00%
10.0000.000.890.0	MISCELLANEOUS	\$44,420.00	\$3,300.00	\$47,720.00	\$3,457.40	\$14,856.95	\$32,863.05	\$25,226.25	\$7,636.80	16.00%
10.0000.000.910.0	PRINCIPAL	\$735,000.00	\$0.00	\$735,000.00	\$0.00	\$735,000.00	\$0.00	\$0.00	\$0.00	0.00%
10.0000.000.930.0	TRANSFER TO TRUST	\$160,000.00	\$10,000.00	\$170,000.00	\$0.00	\$175,000.00	(\$5,000.00)	\$50,000.00	(\$55,000.00)	-32.35%
Grand Total:		\$24,774,897.60	\$0.00	\$24,774,897.60	\$848,269.97	\$18,095,596.91	\$6,679,300.69	\$5,054,871.86	\$1,624,428.83	6.56%

End of Report

HILLSBORO-DEERING SCHOOL DISTRICT
BUDGET TRANSFER REQUEST FORM

Requested by: Jim O'Rourke

Position: Principal

Reason for Request: Reimburse Equipment Line

*Need to replace Baseball + Softball
score boards*

Entry	Account #	Account Name	Increase	Decrease
1	10.1400.020.330.3	Officials / Referees		\$ 1,500.00
2	10.1400.020.110.3	Coach Stipends		\$1,800.00
3	10.1400.020.810.3	Dues and Fees		\$ 2,000.00
4	10.2724.0000.510.3	Athletics Travel		\$ 1,000.00
5	10.1400.020.730.3	Equipment	\$6,300	
6				
7				
8				
9				
10				
11				
12				
13				
14				
Total			\$6,300.00	\$6,300.00

Notes: All budget transfers must sum to zero. For longer budget transfer entries attach spreadsheet.

Approvals:

Date




Principal/Director

Business Administrator

Superintendent

School Board

Entered by:

	<u>5/6/2022</u>
	<u>5/9/2022</u>
	<u>5/9/22</u>
_____	_____
_____	_____

**HILLSBORO-DEERING COOPERATIVE SCHOOL DISTRICT
FIVE YEAR CAPITAL MAINTENANCE PLAN**

Expenditure By Category												
Item	District-Wide	Purpose	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL	Paving	Roofs	HVAC	Other
1	Repair Pavement	Repair		\$ 24,000				\$ 48,000	\$ 48,000			
2	Install Cooling for Server Rooms	New						\$ 60,000			\$ 60,000	
3	Kitchen Equipment Upgrades	Upgrade	\$ 50,000	\$ 60,000	\$ 18,000	\$ 24,000		\$ 92,000				\$ 92,000
4	Elementary School	Purpose	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL				
4	Repair Roofs	Repair	\$140,000		\$130,000		\$ 70,000	\$ 340,000		\$340,000		
5	Exterior Brick Repairs	Repair					\$ 42,000	\$ 42,000				\$ 42,000
6	HVAC Electric Wing	New		\$420,000		\$480,000		\$ 900,000			\$ 900,000	
7	Repave Main Parking Lot	Repair			\$210,000			\$ 210,000	\$210,000			
8	Front Entrance Improvement	New		\$168,000				\$ 168,000				\$168,000
9	Replace Pneumatic Controls	Repair	\$460,000					\$ 460,000	\$460,000			
10	Middle School	Purpose	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL				
10	Ductwork Cleaning	Repair			\$ 60,000			\$ 60,000			\$ 60,000	
11	Upgrade Condensing Unit Refrigerant	Upgrade	\$ 20,000					\$ 20,000			\$ 20,000	
12	Repair Roofs	Repair					\$ 60,000	\$ 60,000		\$ 60,000		
13	High School	Purpose	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL				
13	New Domestic Hot Water System	New	\$200,000					\$ 200,000			\$ 200,000	
14	Replace Pneumatic HVAC Controls	Upgrade	\$ 24,000		\$ 24,000			\$ 48,000			\$ 48,000	
15	Repair Roofs	Repair				\$ 72,000		\$ 72,000		\$ 72,000		
16	Second Floor HVAC	New			\$180,000	\$180,000		\$ 360,000			\$ 360,000	
17	HVAC Gym	New					\$ 240,000	\$ 240,000			\$ 240,000	
18	Replace Upper Bleachers	Upgrade					\$ 48,000	\$ 48,000				\$ 48,000
19	Office Area HVAC Replacement	Repair			\$108,000	\$168,000		\$ 276,000			\$ 276,000	
20	Upper Field Redone	Repair			\$ 60,000		\$ 300,000	\$ 300,000			\$ 300,000	
21	HVAC Control Panel Change Over	Repair					\$ 120,000	\$ 120,000			\$ 120,000	
22	Replace Fire Alarm Panel	Upgrade		\$ 60,000				\$ 60,000			\$ 60,000	
TOTALS:			\$74,000	\$120,000	\$660,000	\$444,000	\$810,000	\$2,108,000	\$210,000	\$132,000	\$1,224,000	\$542,000