

**HILLSBORO-DEERING SCHOOL BOARD  
EMERGENCY MEETING  
Monday, May 18, 2020 – 6:00pm**

**VIRTUAL LOCATION:**

<https://us02web.zoom.us/j/84092120169?pwd=UUxIZXRxZU1DT3k0TzBSUGNqUDQrdz09>

**Meeting ID: 840 9212 0169**

**Password: 8u7SaM**

**Audio by Phone Only: +1 929 205 6099; Password: 286564**

*Note: All attendees will be muted upon entry into this meeting. Board members and the Superintendent will be unmuted at the start of the meeting. Members of the public will be unmuted during public comment and at other times upon the request of the Chair.*

*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.*

**AGENDA**

**A. Call Meeting to Order**

**B. Pledge of Allegiance and Moment of Silence**

*Public announcement - the meeting is being video and audio recorded and will appear on the district website, [www.hdsd.org](http://www.hdsd.org).*

**C. Recognitions**

**D. Correspondence**

**E. Board Discussion**

1. NHMA Academy for Good Governance
2. Summer Retreat – need/want?
3. Teacher Appreciation Follow-up

**F. Superintendent's Report**

1. General Update
  - a. Graduation Update
  - b. Re-Entry Planning
2. Appointments, Leaves and Resignations
3. Financial Report
4. Budget Transfers
5. Audit Report

**G. Minutes – May 4, 2020**

## **H. Public Comment**

*NOTE: This is an opportunity for members of the public to share an idea or concern with the board. Comments are limited to 5 minutes per person. It is not the practice of the board to immediately respond to comments made.*

## **I. School Board Response to Public Comment**

*NOTE: At this time the board may respond to comments made or answer questions asked during previous board meeting public comment sessions. No additional public comments will be taken at this time.*

## **J. Action Items**

1. Appointments, Leaves and Resignations
2. Budget Transfers

## **K. Non-Public Session – if needed**

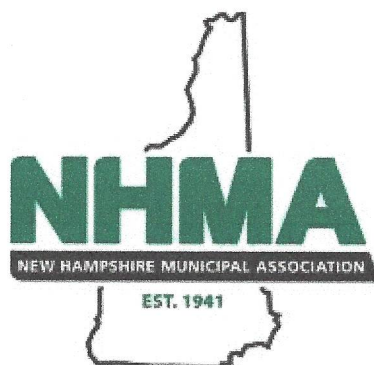
## **L. Call Back to Order**

## **M. Action Following Non-Public Session**

## **N. Adjournment**

+++++  
Per RSA 91-A:3 II. (a)-(e), (k) and (l) only the following matters may be considered or acted upon by a school board in non-public session:

- a) the dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him/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;
- b) the hiring of any person as a public employee;
- 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;
- d) consideration of the acquisition, sale or lease of property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community; and
- e) consideration or negotiations of pending claims or litigation which has been threatened in writing or filed against the body or agency or any subdivision thereof, or against any member thereof, because of his/her membership in such body or agency until the claim or litigation has been fully adjudicated or otherwise settled.
- 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 adverse to 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.
- l) Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.



## Academy for Good Governance

The Academy for Good Governance is a series of six courses created by the NH Municipal Association (NHMA) and Primex, exclusively for elected governing body members (select board, town council, city council, board of aldermen, school board, and village district commissioners). Courses are taught by experienced attorneys and staff from NHMA, Primex, HealthTrust, and the New Hampshire School Boards Association (NHSBA). Attendees will receive education and training intended to make them more knowledgeable and effective in their governing body roles.

Attendance at the Academy is free and open to governing body members from municipalities and school districts that are members of NHMA, Primex and NHSBA. Attendees must attend all six courses to receive a Certificate of Completion.

***Pre-registration is required.***

[View Academy Course Descriptions here.](#)

**TIME: 5:00 p.m. - 7:00 p.m.**

*Registration begins at 4:30 p.m. (only for the courses in September & October).*

### **DATES, LOCATIONS:**

**I. Wednesday, June 3, 2020 - Virtual Course (online)**

Governing Body Roles & Responsibilities

**II. Wednesday, June 17, 2020 - Virtual Course (online)**

Financial Responsibilities

**III. Wednesday, September 16, 2020 - Virtual Course (online)**

Preventing Discrimination, Retaliation and Workplace Hostility in the Public Sector: The Essential Role of Good Governance

**IV. Wednesday, September 30, 2020 - Virtual Course (online)**

Managing Your Public Entity's Liability Risk

**V. Thursday, October 8, 2020 - Virtual Course (online)**

Understanding Employee Benefits

**VI. Wednesday, October 21, 2020 - Virtual Course (online)**

How to Run an Effective Meeting (And Comply with the Right-to-Know Law)

### **COURSE MATERIAL:**

Attendees will receive all material electronically prior to each course. **No printouts will be provided.**

**Registrant Information - you may register up to five people on one form. Enter information below, then click 'add registrant' to add another person.**



P. O. Box 2190  
Hillsboro, NH  
03244-2190

# SAU #34

*Soaring to Excellence*

603-464-4466  
Fax 603-464-4053  
[www.hdsd.org](http://www.hdsd.org)

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

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

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

*Jean Mogan, MBA  
Business Manager*

To: Members, Hillsboro-Deering School Board  
From: Mr. Robert A. Hassett, Superintendent of Schools  
Date: May 4, 2020  
Re: Appointments, Leaves and Resignations - Teachers & Administrators

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The following resignations, leaves, and appointments of teachers have occurred since the April 20, 2020 School Board meeting:

**RESIGNATIONS: None**

**LEAVES: None**

**TRANSFERS/CHANGE OF ASSIGNMENTS: None**

**APPOINTMENTS:**

**Kristina Styren** – HDES School Psychologist, salary \$66,500, effective 7/1/2020, NH Certification in Elementary Education (K-6), Alt 4 Plan for School Psychologist in process.



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Director of Curriculum, Instruction and Assessment*

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

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

To: Hillsboro-Deering School Board Members  
From: Mr. Robert A. Hassett  
RE: **For Information Only** – Appointments, Leaves & Resignations of Staff  
Date: May 18, 2020

**Resignations:**

**Dawn Marshall** – HDES Paraeducator, resignation effective 5/25/2020

**Leaves: None**

**Transfers/Change of Assignments: None**

**Appointments: None**

# Hillsboro-Deering School District

## Monthly Statement for the Period 4/01/2020 through 4/30/2020

Income		MTD	YTD Actual	Budget				
Local Tax Revenue	\$	672,193	\$ 10,908,852	\$ 13,884,720				
State Sources		2,184,475	6,808,403	6,826,098				
Tuition		-	1,711,615	1,773,442				
Transportation		-	24,437	15,000				
Miscellaneous Revenue		-	1,427	7,000				
Other Revenue		476	30,926	40,000				
Federal (Medicaid) Revenue		-	2,945	100,000				
Erate Funds				71,316				
Prior year Fund Balance				200,000				
Total Income		\$ 2,857,144	\$ 19,488,605	\$ 22,917,576				
Expenses		Amount		Amount	Unencumbered	Unencumbered	% Unencumbered	
Salaries	\$	789,521	\$ 7,736,131	\$ 10,930,551	\$ 2,908,017	\$ 286,403	2.62%	
Benefits		404,284	3,874,393	5,708,972	1,359,572	475,007	8.32%	
Purchased Services		50,003	1,536,506	2,118,831	443,727	138,598	6.54%	
Property		43,649	1,246,679	2,022,481	539,236	236,566	11.70%	
Debt & Transfer		50,000	1,113,625	1,113,625	-	-	0.00%	
Transportation		65,614	643,846	1,042,027	207,676	190,505	18.28%	
Supplies		18,877	621,717	792,549	159,831	11,001	1.39%	
Total Expense		\$ 1,421,948	\$ 16,772,897	\$ 23,729,036	\$ 5,618,059	\$ 1,338,080	5.64%	
Approved Budget		\$		22,138,515				
Addtl Warrants:								
SAU Services		\$		937,742				
Addition to Tech Trust		\$		50,000				
Addition to SPED Trust		\$		50,000				
Create HVAC Trust		\$		100,000				
CBA - Teachers		\$		377,780				
Playground Funds		\$		75,000				
Total Budget		\$		23,729,037		\$ 811,461.00	Revenue short	

**HILLSBORO-DEERING SCHOOL DISTRICT****BUDGET TRANSFER REQUEST FORM**

Requested by: Jim O'Rourke

Position: Principal

Reason for Request: Equipment

Entry	Account #	Account Name	Increase	Decrease
1	10.1400.020.810.3	Dues and Fees		<u>\$2,000</u>
2	10.1400.020.110.3	Coaches Salaries		<u>\$9,000.00</u>
3	10.1400.020.730.3	Equipment	\$ 11,000.00	
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
<b>Total</b>			<b>\$11,000.00</b>	<b>\$11,000.00</b>

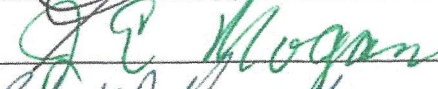
Notes: All budget transfers must sum to zero. For longer budget transfer entries attach spreadsheet.

**Approvals:****Date**

Principal/Director

4-14-2020

Business Administrator

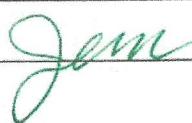
4-21-20

Superintendent

4/17/2020

School Board

Entered by:

4-21-20



**HILLSBORO-DEERING SCHOOL DISTRICT****BUDGET TRANSFER REQUEST FORM**

Requested by: Jim O'Rourke

Position: Principal

Reason for Request: Supplies

Entry	Account #	Account Name	Increase	Decrease
1	10.1400.020.610.3	Supplies	\$9,798.00	
2	10.1400.020.110.3	Coaches Salaries		\$9,798.00
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
Total			\$9,798.00	\$9,798.00

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

**Approvals:****Date**

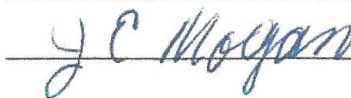
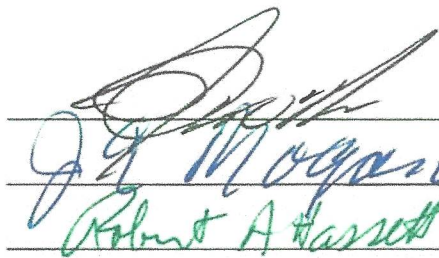
Principal/Director

Business Administrator

Superintendent

School Board

Entered by:



3-10-2020

3-18-20

3/29/2020

3-18-20

**HILLSBORO-DEERING SCHOOL BOARD**

**EMERGENCY MEETING**

**Monday, May 4, 2020 - 6:00pm**

**VIRTUAL LOCATION:**

**<https://zoom.us/j/92152587812?pwd=VnhkaWFJeURCbIJwVmRhS0J4NmJJZz09>**

**Meeting ID: 892 9608 7760**

**Password: 9Wfnc4**

**Audio by Phone Only: +1 929 205 6099; Password: 219263**

*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.*

**MINUTES**

**In Attendance:**

**Board Members:**

Kathryn McGinn  
Chris Bober  
Paul Plater  
Rich Pelletier (6:40pm arrival)  
Herla Iadonisi

**Administration:**

Robert Hassett, Superintendent  
Patricia Parenteau, Assistant Superintendent  
Jennifer Crawford, Director of Curriculum Instruction and Assessment  
Jean Mogan, Business Administrator  
James Bailey, Facilities Director  
Jim O'Rourke, HS Principal  
Marc Peterson, MS Principal  
Jeni Laliberte, Lower HDES Principal  
Donna Furlong, Upper HDES Principal

**A. Call Meeting to Order**

- a. Chair McGinn called the regular meeting to order at 6:04pm
- b. As Chair of the Hillsboro-Deering School Board, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are:

1. Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means:
  - a. We are utilizing Zoom for this electronic meeting.

- b. ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone # 1-929-205-6099 and password **9Wfnc4**, or by clicking on the following website address: <https://zoom.us/j/89296087760>.
2. Providing public notice of the necessary information for accessing the meeting:
  - a. We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Zoom or telephonically. Instructions have also been provided on the website of the Hillsboro-Deering School Board at: <https://www.hdsd.org/>
3. Providing a mechanism for the public to alert the public body during the meeting if there are problems with access:
  - a. If anybody has a problem, please call Carol Fogarty or email at: [cfogarty@hdsd.org](mailto:cfogarty@hdsd.org).
4. Adjourning the meeting if the public is unable to access the meeting:
  - a. In the event the public is unable to access the meeting, the meeting will be adjourned and rescheduled.

Please note that all votes that are taken during this meeting shall be done by roll call vote.

Roll call attendance - each member states their presence, please also state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.

i. Role

1. Kathryn McGinn - Present
2. Chris Bober - Present
3. Paul Plater - Present
4. Rich Pelletier - Absent
5. Herla Iadonisi - Present

**B. Pledge of Allegiance and Moment of Silence**

- a. Chair McGinn lead the pledge of allegiance and lead everyone in a moment of silent reflection

**C. Recognitions**

- a. Email from Peterborough Family Dental
  - i. Thank you for the donation of face shields
- b. Email from the Deering Fire Department
  - i. Thank you for the donation of the face shields
- c. Thank you to Food Services
  1. 9,998 meals in the month of April



## **D. Correspondence**

- a. None

## **E. Superintendent's Report**

### **a. General Update**

#### **i. Graduation and Other Senior Activities**

1. We are still waiting and hoping for guidance on the state level and from the Department of Education on this.
2. O'Rourke is going to meet with the graduating class on Thursday via Zoom
  - a. A survey was sent out to the Seniors to see what they would like to do for Graduation.
    - i. Also shared the survey with the parents
    - ii. Will have more information for the board once the students fill out the survey.

#### **ii. Yearbooks**

1. The Yearbooks are printed
2. Working on how to get them to the students
3. All of the graduating seniors will get a yearbook
  - a. If a senior did not/could not order a yearbook, a yearbook will be made available for them to have one.

#### **iii. College Scholarships**

1. Will be contacting the individual students directly if they won an award to congratulate them.
  - a. Will also mail the book if it is a book reward.
2. Students who are applying for a scholarship are to fill out the application and drop them off in the dropbox at the highschool.

#### **iv. Continuation of Lunches**

1. The waiver has passed and the funding for school lunches can continue through June 30, 2020.
2. Working with Food Services and the bus company to see if the last few weeks of June can be covered.

#### **v. HDES Playground**

1. The company who will be installing the new playground is confident that we are on track to continue on schedule
2. The 50% deposit has been submitted
3. In the event that the project does need to be postponed, we do have storage space available to do so.

### **b. Questions**

#### **i. Bober**

1. Is there any hint as to which way the state is leaning for the fall?

- a. Not at this time. It is a very fluid situation and the state is constantly evaluating.
- 2. Are we starting to think about when the re-entry/moving on process will be?
  - a. We are starting to plan for the potential for new social distancing guidelines for the fall.
  - b. The 5th grade will move up to the middle school and the 8th grade will move up to the high school
- c. Appointments, Leaves and Resignations
  - i. See attached sheet

#### **F. Minutes - April 20, 2020**

- a. Bober moved to accept the minutes of April 20; Plater seconds
- b. Role Vote
  - i. Kathryn McGinn - Yes
  - ii. Chris Bober - Yes
  - iii. Paul Plater - Yes
  - iv. Rich Pelletier - (Late arrival)
  - v. Herla Iadonisi - Abstained (Lost connection)

#### **G. Public Comment**

- a. J. Bosse
  - i. Is there anything the public can do to help celebrate the graduating class?
  - ii. Student Awards
    - 1. The best display of celebration of student excellence of any of the others she attends. She hopes there will be a press release with the names of all the students who have won awards.

#### **H. School Board Response to Public Comment**

- a. McGinn
  - i. There are several FaceBook groups that have ideas posted, but have paused the posts to give the schools a chance to come up with their plan first.
- b. Hassett
  - i. There will be a press release as soon as the schools have their plans in place and they are ready to announce the winners.

#### **I. Action Items**

- a. Appointments, Leaves and Resignations
  - i. Bober moved to accept the Appointments, Leaves and Resignations as presented. Plater seconds. Motion passed 4-0-1 (McGinn Abstained)
  - ii. Role Vote
    - 1. Kathryn McGinn - Abstain
    - 2. Chris Bober - Yes

3. Paul Plater - Yes
4. Rich Pelletier - Yes
5. Herla Iadonisi - Yes

**J. Non-Public Session - RSA 91-A:3 II. (d)**

- a. Bober moved to go into a non-public session citing RSA 91-A:3 II. (d). McGinn seconds. Motion passed 5-0
- b. Role
  - i. Kathryn McGinn - Yes
  - ii. Chris Bober - Yes
  - iii. Paul Plater - Yes
  - iv. Rich Pelletier - Yes
  - v. Herla Iadonisi - Yes

**K. Call Back to Order**

- a. Role
  - i. Kathryn McGinn - Present
  - ii. Chris Bober - Present
  - iii. Paul Plater - Present
  - iv. Rich Pelletier - Present
  - v. Herla Iadonisi - Present

**L. Action Following Non-Public Session**

- a. Bober moved to authorize the business administrator to act as discussed in a non-public session citing RSA 91-A:3 II. (d). Pelletier seconds. Motion passed 5-0
- b. Role Vote
  - i. Kathryn McGinn - Yes
  - ii. Chris Bober - Yes
  - iii. Paul Plater - Yes
  - iv. Rich Pelletier - Yes
  - v. Herla Iadonisi - Yes
- c. Bober moved to seal the minutes of the non-public session citing RSA 91-A:3 II. (d) . Pelletier seconds. Motion passed 5-0
- d. Role Vote
  - i. Kathryn McGinn - Yes
  - ii. Chris Bober - Yes
  - iii. Paul Plater - Yes
  - iv. Rich Pelletier - Yes
  - v. Herla Iadonisi - Yes

**M. Non-Public Session - RSA 91-A:3 II. (c).**

- a. Bober moved to go into a non-public session citing RSA 91-A:3 II. (c). Pelletier seconds. Motion passed 5-0 at 7:30pm
  - i. Role vote



1. Kathryn McGinn - Yes
2. Chris Bober - Yes
3. Paul Plater - Yes
4. Rich Pelletier - Yes
5. Herla Iadonisi - Yes

**N. Call Back to Order**

**a. Role**

- i. Kathryn McGinn - Present
- ii. Chris Bober - Present
- iii. Paul Plater - Present
- iv. Rich Pelletier - Present
- v. Herla Iadonisi - Present

**O. Action Following Non-Public Session**

- a.** Plater moved to seal the minutes of the non-public session citing RSA 91-A:3 II. (c) . Bober seconds. Motion passed 5-0

**b. Role Vote**

- i. Kathryn McGinn - Yes
  - ii. Chris Bober - Yes
  - iii. Paul Plater - Yes
  - iv. Rich Pelletier - Yes
  - v. Herla Iadonisi - Yes
- c.** Bober moved to authorize the Superintendent to act as discussed in the non-public session citing RSA 91-A:3 II. (c).Pelletier seconds. Motion passed 5-0

**i. Role Vote**

1. Kathryn McGinn - Yes
2. Chris Bober - Yes
3. Paul Plater - Yes
4. Rich Pelletier - Yes
5. Herla Iadonisi - Yes

**P. Adjournment**

- a.** Bober moved to adjourn. McGinn seconds. Motion passed 5-0 @ 8:10pm

**b. Role Vote**

- i. Kathryn McGinn - Yes
- ii. Chris Bober - Yes
- iii. Paul Plater - Yes
- iv. Rich Pelletier - Yes
- v. Herla Iadonisi - Yes

Respectfully Submitted,  
Megan Fleagle

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*Director of Curriculum, Instruction and Assessment*

*Jean Mogan, MBA*  
*Business Manager*

To: Members, Hillsboro-Deering School Board  
From: Mr. Robert A. Hassett, Superintendent of Schools  
Date: May 4, 2020  
Re: Appointments, Leaves and Resignations - Teachers & Administrators

---

The following resignations, leaves, and appointments of teachers have occurred since the April 20, 2020 School Board meeting:

**RESIGNATIONS: None**

**LEAVES: None**

**TRANSFERS/CHANGE OF ASSIGNMENTS: None**

**APPOINTMENTS:**

**Tonia Whitman** – HDES Special Education Teacher, salary track MA, salary step 4, \$55,430, effective 7/1/2020, NH Certification in English (5-12), Alt 4 Plan for Special Education Teacher in process.

**William Knopf** – HDHS Chemistry Teacher, salary track MA + 20, salary step 13, salary \$75,324, effective 7/1/2020, holds Maryland Certification in Chemistry (7-12) and Biology (7-12), application in process for reciprocity in NH.

HDHS Curriculum Project - \$35.00/hour for up to 12 hours, effective 4/23/20-6/26/20:

**Brian McGinn**  
**Dan Forester**  
**Jacob Roth-Ritchie**  
**James Macabe**  
**Jennifer Blaschik**  
**Jocelyn Perrin**  
**Jonathan Way**  
**Karla Luhtjarv**  
**Kelly Dinsmore**  
**Laurie Haynes**  
**Marilyn Knapp**  
**Melissa List**  
**Natalie Gehrig**  
**Nicole Laroche**  
**Phil Swasey**  
**Sara Paquette**  
**Shannon Chagnon**

*Serving the towns of Deering ♦ Hillsboro ♦ Washington ♦ Windsor*  
*Equal Opportunity Employer/Equal Educational Opportunities*

HDHS Team Leaders - \$1,800 stipend, effective 7/1/2020-6/30/2021:

**Brian McGinn** – Science

**Jocelin Perrin** – Mathematics

**Gail Eaton** – Special Education

**Alex Luhtjarv** – Social Studies

**Michael Boucher** – Student Support Services

**Natalie Gehrig** - LaBAM

**Sara Paquette** - English