

**HILLSBORO-DEERING SCHOOL BOARD
EMERGENCY MEETING**

Monday, June 13, 2020 - 6:00pm

VIRTUAL LOCATION:

<https://us02web.zoom.us/j/81699659388?pwd=TUtnWjBKVEN6QTRWWGs3TIREc3LNZ209>

Meeting ID: 816 9965 9388

Password: 3wCD8d

Audio by Phone Only: +1 929 205 6099; Password: 380730

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
Herla Iadonisi (Late Arrival)

Administration:

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

A. Call Meeting to Order

- i. Chair McGinn called the regular meeting to order at 6:16pm
- ii. 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 **380730**, or by clicking on the following website address:
<https://us02web.zoom.us/j/81699659388?pwd=TUtnWjBKVEN6QTRWWGs3TIREc3LNZ209>
 - c. **Meeting ID: 816 9965 9388**
- 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.
- 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.

1. Role

- a. Kathryn McGinn - Present
- b. Chris Bober - Present
- c. Paul Plater - Present
- d. Rich Pelletier - Present
- e. Herla Iadonisi - Present (Late arrival)

B. Pledge of Allegiance and Moment of Silence

C. Recognitions

- a. McGinn
 - i. Would like to recognize Robert Hassett - His last Board Meeting
 - 1. Thank you for all of your years of service
 - ii. Pelletier

1. It has been a pleasure working with you.
- iii. Plater
 1. Thank you for your many years of service. You were one of the hardest
- iv. Bober
 1. It has been a pleasure working with you, and congratulations on your retirement
- b. Hassett
 - i. Thank you to the Board for supporting me throughout the years.
 - ii. Thank you to the SAU, Staff, Teachers, Parents, and the community for their support over the years.
 - iii. Wishes everyone the best
- c. The 8th grade and 5th grade send-offs were well received.

D. Correspondence

- a. Melissa Moulthrop
 - i. Thank you to the School Board for letting their daughter attend kindergarten this year. She learned a lot and really enjoyed learning from her teachers.

E. Presentation

a. Project Aware - Cathy Kaplan

- i. Has been with the District since February - Project Manager for Project Aware
- ii. Showed a short video outlining what Project Aware is.
 1. The video will be posted on the District's website for viewing
- iii. Looking to put together a committee
 1. Will be sending out invitations to the different Board members in the District to be on the committee.
 2. Would like to have a representative from each School District in the SAU #34.

F. Board Discussion

a. Board Retreat

- i. Date
 1. July 20, 2020
- ii. Would like to invite Patty Parenteau to attend the retreat
- iii. Topics
 1. Alt School
 2. Strategic Plan
 3. Single Start Time/Busses
 4. Other?
 - a. Plater

- i. General Assurances - Paul to send a list of items to discuss.
 - ii. Re Entry planning
- b. Bober
 - i. General Goals and Vision for next year
 - 1. Funding challenges
 - ii. Board self-evaluation

b. HDES Playground Build

- i. There were a few things that came up last week
 - 1. A question on if the build will be able to move forward
 - a. The Governor has opened the state backup, but need to vote on accepting the responsibility of liability
 - i. Teardown, build, and wood chip installation
 - 2. Question on Masks
 - a. We need to set the policy on masks for people who work on this build
 - b. Should we also have a waiver for anyone who decides to help with this project.
- ii. Thoughts
 - 1. Bober
 - a. What happens if an employee or visitor refuses to wear a mask?
 - i. This would be dealt with at the administrative level.
 - ii. This has not been discussed or decided on at the SAU level
 - 2. Pelletier
 - a. What do our lawyers recommend?
 - i. If we have them sign a waiver, we are covered. If we were still in a shutdown, it would be different.
 - 3. Hassett
 - a. Since the governor has opened things back up, people feel a little better with moving forward with this project on the current timeline.
 - b. All employees have been required to wear a mask if they are on campus. Would recommend the Board should vote on this requirement tonight.
 - 4. Plater
 - a. It's hard to work with a mask when doing construction work, but feels we do need to enforce wearing a mask on campus.

5. McGinn

- a. We can keep the volunteer count low, have them socially distance, and wear masks while working on this project

c. Policy Committee

i. JLDBB Suicide Prevention and Response - Revision

1. Plater

- a. How encompassing is this policy?
 - i. Does this policy include risky behavior?
 - 1. This policy is about suicide prevention, and how we handle that. Risky behavior is looked at the Youth Risk Assessment, but is not in this policy.
 - 2. Risk prevention is very different from suicide prevention.
- b. Is the School Board also included in prevention training in addition to the employees
 - i. If you are interested in the 2 hour training you are more than welcome to it.

G. Superintendent's Report

a. General Update

- i. Can't say enough on how everyone has pulled together
 - 1. The drive-by move-up days went really well, and the students really enjoyed seeing all of their teachers
 - 2.
- ii. Re Entry Planning
 - 1. There have been regular meetings on this
 - a. All notes from these meetings have been posted and are sending out weekly updates from the District Leadership Re Entry Team
 - i. Looking at what building a re entry plan will look like.
 - 2. We are hoping to have our plan done by Mid July
 - a. The State has pushed their plan due date out from the end of June to at least the first week of July.
 - 3. Cleaning
 - a. Looking at different options
 - i. There are a few systems available that would be able to fog the buildings with disinfectant at the end of the day
 - b. We have not had trouble getting the cleaning solutions that

we use.

- c. Also looking at PPE options, and the availability of these items

b. Appointments, Leaves and Resignations

- i. See attached sheet

c. FY21 DOE School District General Assurances

- i. These were always one of the things that weighed heaviest on Superintendents. The Commissioner has recently decided that the Boards should share in this responsibility.

d. CARE Allocation

- i. We have been told how much our allocation is
 - 1. \$350,819.75
 - 2. Based on our Title I allocation
- ii. Will be treating this allocation as a grant
 - 1. Based on reimbursement of cost

e. Financial Report

- i. See attached sheet
 - 1. The warrant articles that were approved have not been encumbered yet
- ii. Recommends allocating a set amount to put towards re-entry equipment
 - 1. If this money is not used this year, it would go back into surplus for next fiscal year.
 - 2. Looking at encumbering \$25,000 to purchase fogger units to sanitize the buildings
- iii. Moves to allocate up to \$25,000 to cover COVID re opening related expenses, including multiple defogger units.

f. Audit Report Update

- i. Have a draft of the audit
 - 1. We have one significant finding
 - a. Has to do with Grants
 - i. A procedure that if you have a staff who you are splitting time between different grants, you must show how their time is split between the grants in the grant request.
 - a. Also need to document the actual time spent on each grant for a person splitting their time between the different grants
 - i. Timesheet, or activity report
 - ii. Jean needs to draft a corrective document to show

how we will be addressing this finding.

- ii. Once the corrective document has been created, the draft audit should be completed.

H. Minutes - June 1, 2020

- a. Bober moved to approve the minutes from June 1, 2020. McGinn 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

I. Public Comment

- a. Deanna Neal

- i. Plan for the Playground Project
 - 1. We are covered by our PTO Liability Insurance
 - a. We do have the liability waiver that the attorney has reviewed and approved
 - i. A separate waiver will be required for each day
 - 2. We do plan on requiring masks to be worn
- ii. Plan to have separate groups working together at different ends of the playground to help with social distancing
 - 1. Will have pop-up tents with needed materials for the volunteers.
- iii. Plan on doing a “grand opening” via Facebook Live to keep with social distancing practices

- b. John Segedy

- i. Agrees with Hassett that masks should be worn while working on this project
- ii. Warrant articles
 - 1. Usually they say “upto” the amount voted on
 - 2. Please pay better attention to this next year when warrant articles come up. They have always been “up to” and the Board doesn’t need

- c. Leah Hargreaves

- i. Feels that requiring masks is an unreasonable demand
 - 1. These people are volunteers
 - 2. An 8 hour day is a long time to be wearing a mask
 - a. All of the volunteers are 18+ years old
 - b. The Governor has said that people working out in gyms do not wear masks - feels that since

3. Should require a mask only when a distance of 6ft+ is not obtainable.

J. School Board Response to Public Comment

- a. Iadonisi
 - i. Is working 8+ hours a day wearing double masks
 1. Would like to know if people can really stay 6ft away while working on this project
- b. Pelletier
 - i. The large theme parks are reopening with the requirement that all people must wear a mask
 1. They have “safe” areas where people can take off their masks and feel comfortable
 - ii. When we make this motion, are we going to require masks while working or while on the property?

K. Action Items

a. Appointments, Leaves and Resignations

- i. Bobber moved to approve the Appointments, Leaves and Resignations as presented. Pelletier seconds. Motion passed 5-0
 1. Role Vote
 - a. Kathryn McGinn - Yes
 - b. Chris Bober - Yes
 - c. Paul Plater - Yes
 - d. Rich Pelletier - Yes
 - e. Herla Iadonisi - Yes

b. FY21 DOE School District General Assurances

- i. Plater moved to authorize the Superintendent and Board Chair to sign the FY21 DOE School District General Assurances as presented. Bober seconds. Motion passed 5-0
 1. Role Vote
 - a. Kathryn McGinn - Yes
 - b. Chris Bober - Yes
 - c. Paul Plater - Yes
 - d. Rich Pelletier - Yes
 - e. Herla Iadonisi - Yes

c. JLDBB Suicide Prevention and Response - Revision

- i. Bober moved to accept the revision to JLDBB Suicide Prevention and Response policy as presented. Iadonisi seconds. Motion passed 5-0
 1. Role Vote
 - a. Kathryn McGinn - Yes
 - b. Chris Bober - Yes

- c. Paul Plater - Yes
- d. Rich Pelletier - Yes
- e. Herla Iadonisi - Yes

d. Playground Installation Project

- i. Bober moved to continue with the Playground Installation project as scheduled. Iadonisi seconds. Motion passed 5-0

- 1. Role Vote

- a. Kathryn McGinn - Yes
- b. Chris Bober - Yes
- c. Paul Plater - Yes
- d. Rich Pelletier - Yes
- e. Herla Iadonisi - Yes

e. Playground masks and practice in designated

- i. Bober moves to require employees and volunteers to wear masks and practice social distancing while working or volunteering on the Playground build project for all three weekends, except in designated mask-free areas. Plater seconds. Motion passed 5-0

- 1. Role Vote

- a. Kathryn McGinn - Yes
- b. Chris Bober - Yes
- c. Paul Plater - Yes
- d. Rich Pelletier - Yes
- e. Herla Iadonisi - Yes

f. COVID-19 Reopening Funds

- i. Plater Moves to allocate up to \$25,000 to cover COVID re opening related expenses, including multiple defogger units. Bober seconds. Motion passed 5-0

- 1. Role Vote

- a. Kathryn McGinn - Yes
- b. Chris Bober - Yes
- c. Paul Plater - Yes
- d. Rich Pelletier - Yes
- e. Herla Iadonisi - Yes

L. Non-Public Session - RSA 91-A:3 II. (a)

- a. Bober moved to go into a non-public session citing RSA 91-A:3 II. (a). Pelletier seconds. Motion passed 5-0 @ 8:16pm

- i. Role Vote

- 1. Kathryn McGinn - Yes
- 2. Chris Bober - Yes
- 3. Paul Plater - Yes

4. Rich Pelletier - Yes
5. Herla Iadonisi - Yes

M. 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

N. Action Following Non Public Session

- a. Pelletier moved to seal the minutes from the non-public session citing RSA 91-A:3 II. (a). Bober 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
- b. Bober moved to authorize the Superintendent to act according to what was discussed and voted on in non-public session citing RSA 91-A:3 II. (a). Pelletier seconds. Motion passed 5-0
 - i. Role Vote
 1. Kathryn McGinn -Y
 2. Chris Bober - Y
 3. Paul Plater -Y
 4. Rich Pelletier - Y
 5. Herla Iadonisi - Y

O. Adjournment

- a. Pelletier moved to adjourn. Plater seconds. Motion passed 5-0 @ 9:25pm
- 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

To: Members, Hillsboro-Deering School Board
From: Mr. Robert A. Hassett, Superintendent of Schools
Date: June 15, 2020
Re: Appointments, Leaves and Resignations - Teachers & Administrators

The following resignations, leaves, and appointments of teachers have occurred since the June 1, 2020 School Board meeting:

RESIGNATIONS: None

LEAVES: None

TRANSFERS/CHANGE OF ASSIGNMENTS: None

APPOINTMENTS:

James Maccabe – HDHS Curriculum Writing Project, \$35.00/hour for up to 10 hours, effective 7/1/20-6/30/21

Re-Entry Task Force Members - \$35.00/hour for 2 hours/week, effective 5/27/20-6/30/21 (or as long as necessary):

Elizabeth Licht
Shannon Rockwell

HDES Extended School Year (ESY) Special Education Teachers - \$35.00/hour, 4 hours/day, 4 days/week for 3 weeks, effective 7/27/20-8/13/20:

Ann Malone
Kathleen Wechsler
Meagan Willett
Brooke LePage
Melissa Montanez

Kelly Williams – HDHS Extended School Year (ESY) Special Education Teacher, \$35.00/hour, up to 48 hours, effective 7/28/20-8/20/20

Michael Boucher – HDHS Curriculum Project, \$35.00/hour for up to 30 hours, effective 6/15/20-6/30/20

Alicia Languile – HDHS Curriculum Project, \$35.00/hour for up to 30 hours, effective 6/15/20-6/30/20

Hillsboro-Deering School District
Monthly Statement for the Period 5/01/2020 through 5/31/2020

Income	MTD	YTD Actual	Budget							
Local Tax Revenue	\$	1,214,179	\$	12,123,031	\$	13,884,720				
State Sources		2,184,475		6,808,403		6,826,098				
Tuition		-		975,645		1,773,442				
Transportation		-		24,437		15,000				
Miscellaneous Revenue		83		1,511		7,000				
Other Revenue		10,395		41,321		40,000				
Federal (Medicaid) Revenue		-		2,945		100,000				
Erate Funds						71,316				
Prior year Fund Balance		-		-		200,000				
Total Income	\$	3,409,132	\$	19,977,293	\$	22,917,576				
Expenses							Amount Encumbered	Amount Unencumbered	%	
Salaries	\$	1,014,820	\$	8,750,952	\$	10,928,702	\$	1,902,566	275,184	2.52%
Benefits		433,306		4,307,728		5,708,972		933,187	468,057	8.20%
Purchased Services		62,390		1,598,913		2,118,666		419,942	99,811	4.71%
Property		220,453		1,467,132		2,022,481		518,727	36,622	1.81%
Debt & Transfer		-		1,113,625		1,113,625		-	-	0.00%
Transportation		47,130		690,976		1,042,027		160,546	190,505	18.28%
Supplies		(12,026)		609,691		794,564		144,308	40,565	5.11%
Total Expense	\$	1,766,073	\$	18,539,017	\$	23,729,037	\$	4,079,276	1,110,744	4.68%