

Hillsboro-Deering School Board  
Regular Meeting Minutes  
Monday, June 18, 2018  
HDES Media Center

**In Attendance:**

**Board Members:**

Rich Pelletier  
Steven Hahn  
Paul Plater  
Chris Bober  
Kathryn McGinn

**Administration:**

Robert Hassett, Superintendent  
Lori Schmidt, Business Administrator  
Patricia Parenteau, Assistant Superintendent  
Carol Fogarty, Executive Admin. Assistant  
Jim O'Rourke, HS Principal  
Jennifer Crawford, HS Associate Principal  
Marc Peterson, MS Principal  
James Bailey, Facilities Director

**Student Representative:**

Joshua Marshall

**A. Call To Order**

Chair Pelletier called the meeting to order at 6:16pm

**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. Board Discussion Item**

1. Duncan Jenkins Center for the Performing Arts Discussion

Chair Pelletier solicited opinions from board members regarding the formation of a school board sub-committee to look into a Performing Arts Center. Members felt it was worth exploring; positive feedback/support from members of the public received since last board meeting; concern expressed regarding funding unknowns. It was expressed that more information was needed before forming a committee; but also that the committee should be formed to facilitate the gathering of that information.

Chair Pelletier clarified that the Duncan Jenkins Committee will not commit to a dollar amount for funding until after the feasibility study is completed. This is a long-term process with the committee work taking place over the summer into the fall to consider next steps. Feasibility study cost is the district's responsibility; D-J Trust will not provide any funds for this.

Potential make-up and size of the committee was discussed. Supt. Hassett suggested potential committee members include; Rich Pelletier, Doug Hatfield and the superintendent (also members of the D-J Committee); town selectman, another board member, school principal, parents, senior citizens, music and art teachers, community members with relevant experience.

Unanswered questions/considerations; priorities relating to the arts; needs of the school; role of committee; objectives; number of seats in auditorium; cost per square foot to

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build; how much will it be used; other spaces in the facility; other uses for the facility; how much used as school space and how much as performing arts center.

Supt. Hassett and Carol Fogarty were assigned the task of writing and posting a notice to advertise for volunteers to serve on the committee receiving responses by 8/1/18. The importance of keeping the size of committee manageable, 10-12 members, was expressed. At first board meeting in August, the board will determine who will be on the committee, the committee charge, and time frame.

**D. Public Comment**

Leigh Bosse – Sounds tremendous, but cautions it is only possible with D-J funding; questions whether recent school performances would be any better in a new facility, noting the community really needs a community center.

John Segedy – Hopes board is serious about considering public input; nice idea but worried about funding/impact on taxpayers; urge legislators to bring back state building aid; encourages music technology program, not a full vocational program like Concord; suggests soliciting public members from the art community and not limiting size of committee to 10.

David Fullerton – Encourages looking at the big picture; not just the school but include town, recreation department, senior citizens looking for space; concerts/meet candidates would bring people to town and help businesses; suggests volunteers to do wiring etc. to save tax dollars.

Herla Iadonisi – questioned if Duncan-Jenkins Trust was firm on a performing arts center; expressed need for focus on foreign language and home economics opportunities at the elementary and middle schools; would like to see these programs included in the space and plan to budget for teachers.

Chair Pelletier confirmed that the Duncan Jenkins Trust is firm on a performing arts center/auditorium – which falls within their mission. The D-J committee discussed not just an auditorium, but spaces for music studios and high school music/art classrooms – this in turn, may free up space in the high school for some vocational/technical programs. He emphasized that we are at the very beginning stages; a lot of things not known yet but must be affordable for the community.

Herla Iadonisi noted importance of including in the planning how all three schools can benefit from this project.

John Segedy brought up issue of getting students from other schools to the location and the time involved.

David Fullerton – there is money at state level, need a good presentation

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**E. School Board Response to Public Comment**

Chair Pelletier expressed that this building is not just for the school; but is for the surrounding communities; Hillsboro, Deering, Washington; anticipates it will attract people to the town and impact to the community could be great. Steve Hahn noted the need to take the first step in the process. Superintendent Hassett suggested utilizing some type of online post or blog where people could express their opinions/questions/thoughts about the project; clarified that he doesn't anticipate a full voc-tech program but space for a few programs such as tele-communications, home construction, family consumer science – but comes with a cost.

David Fullerton will inform the Selectmen of the need for a committee volunteer.

**F. Correspondence**

Letter received and read from Leah Dunbar (former student) in support of Duncan Jenkins Performing Arts Center.

Chair Pelletier asked Joshua Marshall for his opinion. He feels it is a good idea but is concerned whether it would be used enough to be worth the cost.

**G. Recognitions – none**

**H. Additional Board Discussion Items**

**1. Review of End of Year Surplus**

No significant changes from last meeting. Lori Schmidt explained that \$200,000 for special education out of district placement is still up in the air; \$700,000 surplus could end up being closer to \$900,000. This does not include the \$238,000 from the 2½% retention or the \$150,000 revenue which could be almost \$1.1 million in surplus – this is comparative to past years. It was noted that much of this was due to healthcare and that next year there would not be a 2½% amount retained.

Lori Schmidt informed the board that next year, there will be two out of district placement costs that were not budgeted for and anticipates the need to tap into the Special Ed Trust. Supt Hassett noted that the state is also decreasing the equity aid another \$225,000 next year; state is decreasing funding by \$200K+ for the next 21 years. Rich noted that the state is also transferring NH Retirement costs onto local communities and that the state is not meeting their obligations of the Claremont decision. Steve Hahn agreed; noted the state also discontinued the building fund; and importance of everyone voting in November to make a difference. He also commended administration for fiscal responsibility in managing the budget. Supt. Hassett thanked Steve H. and the school administrators.

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Chair Pelletier asked Lori Schmidt to revise the tax impact worksheet for the August 6<sup>th</sup> board meeting.

2. Use of Surplus Funds

Lori Schmidt suggested two items for use of surplus; (1) the 20% funding obligation, \$74,000, for the security cameras and window film projects, (2) \$12,000 to repair a sink hole/culvert problem near the high school that has recently been discovered.

Discussion took place regarding all the spot repairs on Hillcat Drive over the past 6 years and the establishment of the Paving Trust Fund. Chair Pelletier received consensus from all board members regarding using surplus money for the two items suggested.

3. General Assurances

Superintendent Hassett referenced Commissioner Edelblut's letter explaining that he is requiring board chairs to sign along with the superintendent which has never been done before. Recommendation for board chair to sign from Ed Kaplan and NHSBA; email response Steve Hahn received from Mr. Carney at the DOE was read.

**I. Superintendent's Report**

1. General Update

Supt. Hassett reported that graduation went well and gave a hat's off to the Hillsboro Police for how graduation day was handled.

2. Appointments, Leaves and Resignations

Supt. Hassett called the board's attention to the appointments document in their packet and introduced new Technology Director, Neal Richardson who was present at the meeting.

3. Business Administrator's Report

a. Financial Report

Lori Schmidt called the board's attention to the document in their packet.

b. Budget Transfers

Lori Schmidt called the board's attention to the document in their packet.

c. Audit Update

Lori Schmidt reported she has received nothing yet, but is and will be pestering them to complete it. One more year in contract; delay is caused by personnel turnover in firm. Chair Pelletier asked about other district's experiences and other auditing firms.

d. Security Cameras and Window Film Projects RFP Results

James Bailey reported that 3 bids were received for the Security Cameras Project; all participated in the site survey – see attachment. James noted that he decided not to go with the alternative piece of the bid.

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Board discussion included need for district to provide \$54,000 towards funding (20%); viewing would be on desktop computers, principal's offices; different user access levels; SAU access to all; no dedicated person to monitor but can go back and look after incident; no sound; image is low definition until movement detected, then high definition; 30 minute battery back-up; police will access as they arrive on scene; sends notification when movement detected after hours. It was clarified that there is an expectation that when in public places, you may be recorded; not a violation of rights; all cameras are visible; not in classrooms or bathrooms; all in public areas.

Two bids were received for the Window Film Project – see attachment All work will be completed this summer on all ground level windows and doors; indoor and outdoor clear film; all 3 schools. District will need to provide \$12,000 towards funding (20%).

James Bailey's recommendation is the Window Film Depot at \$58,500 for the window project and Arcomm at \$265,000 (bid price + back-up server) for the Security Camera project.

**J. Minutes**

Chris Bober moved to accept the minutes as printed; seconded by Kathryn McGinn, Discussion. Called to vote; all in favor; 5-0.

**K. Public Comment**

David Fullerton encouraged the school to contact the town regarding fixing the culvert.

John Segedy suggested using Emergency Maintenance trust Fund for the sinkhole repair; noted paving discussion in past was about parking lots; no need to politicize; thought contents of General Assurances should be discussed before authorizing superintendent; questioned technology department hires; mentioned policy meeting in past where his recording was an issue; suggested that 30 minute back-up for cameras would not be enough if power went out.

**L. School Board Response to Public Comment**

None

**M. Action Items**

1. Appointments, Leaves and Resignations

Chris Bober moved to accept the appointments, leaves and resignations as printed; seconded by Steve Hahn. Discussion - none. Called to vote; all in favor; 5-0.

2. Use of Surplus Funds

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Steve Hahn moved to approve the use of surplus funds of up to \$12,000 to repair the culvert by the high school; seconded by Kathryn McGinn. Discussion - none. Called to vote; all in favor; 5-0.

3. General Assurances

Paul Plater moved to authorize the board chair to sign the general assurances; seconded by Steve Hahn. Discussion - none. Called to vote; all in favor; 5-0.

4. Security Cameras Project RFP Action

Paul Plater moved to award the security camera project bid to Arcomm in the amount of \$265,453; seconded by Steve Hahn. Discussion - none. Called to vote; all in favor; 5-0.

5. Window Film Project RFP Action

Paul Plater moved to award the window film project bid to Window Film Depot in the amount of \$58,500; seconded by Chris Bober. Discussion - none. Called to vote; all in favor; 5-0.

6. District's 20% Funding of Security Grant Projects

Steve Hahn moved to expend \$52,690 for the district's portion of the security camera project from surplus funds; seconded by Kathryn McGinn. Discussion - none. Called to vote; all in favor; 5-0.

Steve Hahn moved to expend \$11,700 for the district's portion of the window film project from surplus funds; seconded by Chris Bober. Discussion - none. Called to vote; all in favor; 5-0.

7. Duncan Jenkins Performing Arts Center Committee

Steve Hahn moved to form a committee to look into the possibility of building a Duncan Jenkins Performing Center for the Arts; the make-up and charge of the committee to be decided at the August 6<sup>th</sup> board meeting. Seconded by Chris Bober; Discussion - none. Called to vote; all in favor; 5-0.

Chair Pelletier reminded everyone the Hillsboro-Deering School Board Retreat will be on July 30<sup>th</sup> at the HDMS Media Center; open to the public, welcome to come and listen; no decisions will be made at this meeting. Next regular board meeting is on August 6<sup>th</sup>.

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

Motion to go into non-public made by Chris at 8:00pm, seconded by Steve,  
Roll Call vote –Rich Pelletier – yes, Paul Plater – yes, Kathryn McGinn – yes, Chris Bober – yes, Steve Hahn – yes; Motion carries 5-0

**O. Call Back to Order**

Chair Pelletier called the regular meeting back to order at 8:10pm

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

Motion to seal minutes made by Chris B., seconded by Steve H; approved 5-0

**Q. Adjournment**

Motion to adjourn made by Chris B., seconded by Steve H., approved 5-0. Meeting adjourned at 8:19pm

Respectfully Submitted,

Carol Fogarty

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To: Members, Hillsboro-Deering School Board  
From: Mr. Robert A. Hassett, Superintendent of Schools  
Date: June 18, 2018  
Re: Appointments, Leaves and Resignations - Teachers & Administrators

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The following resignations, leaves, and appointments of teachers have occurred since the June 4, 2018 School Board meeting:

**RESIGNATIONS: None**

**LEAVES: None**

**TRANSFERS/CHANGE OF ASSIGNMENTS: None**

**APPOINTMENTS:**

**Neal Richardson** - – HDSB Technology Director, salary \$95,000, full-time, effective 7/1/18

**Jacqueline Hernandez** – HDSB Technology Coordinator, salary \$60,000, full-time, effective 7/1/18

**Megan Henry** – HDES Classroom Teacher, salary track B, salary step 2, salary \$38,089, effective 7/1/18, NH certification in Elementary Education (K-8)

**Ellen Ward-Hill** - HDES Classroom Teacher, salary track B, salary step 14, salary \$57,144 , effective 7/1/18, NH certification in Elementary Education (K-8)

**Alicia Flagg** – HDES Speech and Language Assistant, \$25.00/hour, 32.5 hours/week, effective 8/24/18

**Margaret Jones** – HDES Library Limo Teacher, \$35.00/hour, 44 hours, effective 7/10/18-8/1/18

**Teacher Extra-Curricular Activities** – effective for 2018-2019 school year

**Jonathan Way** – HDHS Music Director, \$3,600.00 stipend

**Jonathan Way** – HDHS Drama Director, \$1,800.00 stipend

**Jacob Roth-Ritchie** – HDHS Freshman Team Coordinator, \$1,200.00 stipend

**Kate Griffin** – HDES Destination Imagination Advisor, \$1,050.00 stipend

**Veronica Hytner** – HDES Memory Book Advisor, \$825.00 stipend

**HDHS Summer Transition Program** - \$35.00/hour for 25 hours, effective 6/1/18-7/13/18

**Alicia Langille** – School Counselor

**Kelly Dinsmore** – Science Teacher

**James Maccabe** – Social Studies Teacher

**Jennifer Blaschik** – Special Education Teacher

**Jacob Roth-Ritchie** – English Teacher



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**Clarice Clark** – Math Teacher

**HDES Title I Summer Camp Lead Staff** – 4 days/week, 6 hours/day, effective 7/9/18-8/3/18

**Rebecca Boucher** = \$35.00/ hour

**Hannah Carbonneau** - \$25.00/hour, 7/30/18-8/2/18 only

**Lauren Rivet** - \$25.00/hour, 7/9/18-7/12/18 and 7/30/18-8/2/18 only

**Terri Carson** - \$35.00/hour, 7/9/18-7/19/18 only

**Margaret Cover** - \$35.00/hour, 7/9/18-7/19/18 only

**Stephanie Engle** - \$35.00/hour

**Karen Espinoza** - \$25.00/hour

**Lisa Grolljahn** - \$35.00/hour

**Megan Henry** - \$35.00/hour

**Veronica Hytner** - \$35.00/hour, 7/9/18-7/26/18 only

**Brooke LaPage** - \$35.00/hour, 7/23/18-7/26/18 only

**Carolyn Meffert** - \$35.00/hour

**Brenda Prochilo** - \$35.00/hour

**Carolyn Stiles** - \$35.00/hour, 7/23/18-7/26/18 only

**Emily Kotkowski** - \$35.00/hour, 7/23/18-8/3/18 only

**HDES Kinderfun Teachers** - \$35.00/ hour, 4 days/week, 4 hours/day,

**Diane Hines** - effective 7/30/18-8/2/18

**Elizabeth Buck** - effective 8/6/18-8/16/18

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Hillsboro-Deering School District  
Security Camera System  
Bid Results

Vendor	Bid Price	Alternate	Total - Bid & Alt	Backup Server	Total
Arcomm	\$ 247,890.74	\$ 12,520.00	\$ 260,410.74	\$ 15,562.00	\$ 275,972.74
Mirador	\$ 271,570.00	\$ 12,031.00	\$ 283,601.00		

Total grant funds awarded to the camera project: \$273,707

Base bid includes 112 cameras, monitors, switches, backup power supplies and three servers.

Alternate - includes pricing for 19 cameras, which could be purchased to have in stock, in case a camera needs to be replaced or added.

FTG Technologies was the third bid received with a total bid price of \$236,347.44. The bid only included 87 cameras and didn't fulfill the bid specifications.

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Hillsboro-Deering School District  
Window Film  
Bid Results

Vendor	Bid Price
Window Film Depot	\$ 58,500.00
Claremont Glass Works	\$ 73,612.00

Total grant funds awarded to the window film project: \$74,340

Bid includes film on the interior and exterior doors and windows on the ground level.