

WASHINGTON SCHOOL BOARD

Monday, September 13, 2021

6:00pm

Washington Elementary School, Multi-Purpose Room

MINUTES

In Attendance:

Board Members:

Linda Musmanno

Arin Mills

Kathy Atkins

Cameo Mulliner

Danielle Moore

Administration:

Patricia Parenteau, Superintendent

Mary Henry, Business Manager

Jennifer Crawford, Director of Curriculum

Instruction and Assessment

James Bailey, Facilities Director

1. CALL TO ORDER @ 6:00pm

1.1. Pledge of Allegiance

1.2. Moment of Silence

2. STUDENT REPRESENTATIVE REPORT

2.1. Megan Belanger

2.1.1. Girls Soccer team has won 4 out of 5 games

2.1.2. Girls Volleyball has a game tonight

2.1.3. Robotic Club had their first competition

2.1.4. Student Voice is working on planning a spirit week

2.1.5. Leadership Training at the high school

2.1.5.1. Each advisory nominated a representative

2.1.5.2. Students participated in leadership training

2.1.5.3. Talked about goals for the school year

2.1.5.3.1. Planning safe activities for the school year

2.1.5.3.2. Helped the new freshman get acquainted with the school before school started.

2.1.6. Questions

2.1.6.1. How many students participated in this?

2.1.6.1.1. Around 30 students or so.

3. CORRESPONDENCE

3.1. None

4. PUBLIC COMMENT

4.1. None

5. CONSENT AGENDA (requires action)

5.1. Minutes of meeting, August 17, 2021

5.2. Appointments, Leaves, and Resignations

5.2.1. Erica Sullivan – Classroom Teacher, resignation effective 8/24/21

5.2.2. Kirsten Hjelm - Special Education Paraeducator, \$12.08/hour, 6.25 hours/day, effective for 2012-22 school year (ESSER grant funded)

- 5.2.3. Ann Belanger - Music Teacher Substitute, part-time, \$175/day, 1 day/week, effective for 2012-22 school year
- 5.2.4. Shirley Bergstresser - K-1 Classroom Teacher, Long-Term Sub, MA column, step 1, salary \$44,461.02, effective 8/23/2021 6/30/2022, NH certification in Elementary Ed in process.
- 5.2.5. Bruce Johnson - Physical Education Teacher, part-time, \$323.42/day, 1 day/week, effective 9/7/21-6/16/22, NH certification in PE
- 5.2.6. Nancy Kowalski – Special Education Teacher, part-time, \$61.50/hour, 14 hours/week, effective for 2012-22 school year (ESSER grant funded)
- 5.2.7. Ann Belanger – Early Learning Support Specialist, \$25.00/hour, 13.5 hours/week, effective for 2012-22 school year (Title I and ESSER grant funded)
- 5.2.8. Karen Ralph – Title 1 Program Coordinator, \$45.00/hour, 10 hours, effective 8/25/21-9/30/21 (Title I and ESSER grant funded)

5.3. Policies Requiring Action

- 5.3.1. EBB School Safety - Final Approval
- 5.3.2. JLC School Health Services and School Nurses - Revision
- 5.3.3. JLCE Emergency Care and First Aid - Revision (and removal of duplicate policy EBBC)
- 5.3.4. JLCF Wellness - Revision
- 5.4. Consent Agenda Vote
 - 5.4.1. Atkins moved to approve the consent agenda as presented. Mills seconds. Motion passed 5-0-0

6. INFORMATIONAL ITEMS and REPORTS

- 6.1. Enrollment Report - H/D Middle 20, H/D High 45, WES 54 (K-10, 1st-12, 2nd 9, 3rd- 8, 4th-12, 5th-3)

6.2. Superintendent's Report

- 6.2.1. General Information
 - 6.2.1.1. SAU is presenting at the Chamber of Commerce tomorrow
 - 6.2.1.2. 4 students and 1 staff member have tested positive for Covid so far this year.
- 6.2.2. Teacher's Salary Grid
 - 6.2.2.1. See Attached Sheet
- 6.2.3. Pandemic Response Mitigation Decision Matrix Update
 - 6.2.3.1. The numbers have grown rapidly since the last board meeting.
 - 6.2.3.2. There have been significant increases in cases in the 4 towns that make up the district.
 - 6.2.3.3. A small increase in numbers of vaccinations has been made
 - 6.2.3.4. All of this data fits into the matrix
 - 6.2.3.4.1. Matrix has been reformatted to make it easier to read.
 - 6.2.3.5. Right now we are in the Universal Masking range
 - 6.2.3.6. Sullivan County is in the red, % positivity is in the yellow
 - 6.2.3.6.1. Staffing level is strained, there is a sub on the roster.
- 6.2.4. Monthly Financial Report - Mary Henry

- 6.2.4.1. We are at the beginning of the year
 - 6.2.4.1.1. Not much to report on at this point
- 6.2.5. Capital Maintenance Plan - Possible Projects
 - 6.2.5.1. See attached sheet for DRAFT Five-Year Capital Maintenance Plan proposal
 - 6.2.5.1.1. This plan is to help track and manage the maintenance repairs and potential budget impacts of those repairs.
 - 6.2.5.1.2. Proposes setting up an Unexpected Maintenance Expendable Trust for unanticipated repairs that need to be addressed within a budget year.
 - 6.2.5.1.3. Numbers have not been included in this proposal - Would need to get estimates for each project on the list.
 - 6.2.5.1.4. We can use the ESSER funds for some of these projects. (about \$287,200.57)
 - 6.2.5.1.4.1. Will need to have the funds used by September 2024.
 - 6.2.5.1.4.1.1. Playground Surfacing
 - 6.2.5.1.4.1.2. Replacing the three original Air Handlers
 - 6.2.5.2. Vote
 - 6.2.5.2.1. Atkins moved to authorize James Bailey to solicit engineer quotes on the top items listed on the proposed five year capital maintenance plan as presented. Moore seconds. Motion passed 5-0-0.
 - 6.2.5.3. Patty, Mary, and Linda will be setting up a meeting with the Selectmen to discuss the possibility of setting up an amphitheater.
- 6.2.6. Principal's Report
 - 6.2.6.1. None
- 7. **NEW BUSINESS (requires action)**
 - 7.1. Date for October Meeting (Monday, 10/11 is Columbus Day/No School)
 - 7.1.1. Next meeting will be on Tuesday, Oct 12, 2021 at 6:00pm
- 8. **NON-PUBLIC – RSA 91-A:3 II. (a)**
 - 8.1. Atkins moved to go into non-public session citing RSA 91-A:3 II (a). Mulliner seconds. Motion passed 5-0 @ 6:59pm
 - 8.1.1. Linda Musmanno
 - 8.1.2. Arin Mills
 - 8.1.3. Kathy Atkins
 - 8.1.4. Cameo Mulliner
 - 8.1.5. Danielle Moore
- 9. **CALL BACK TO ORDER and ACTION AFTER NON-PUBLIC**
 - 9.1. Called back to order @ 7:24pm
 - 9.2. Vote
 - 9.2.1. Atkins Moved to authorize the Superintendent and the Business Administrator to act on what was discussed and decided on in the non-

public meeting effective immediately. Mulliner seconds. Motion passed 5-0-0.

- 9.2.2. Atkins Moved to emulate the Hillsboro-Deering Teacher Salary Schedule for the 2021-2022 school year effective immediately. Mills seconds. Motion passed 5-0-0.

10. ADJOURNMENT

- 10.1. Atkins Moved to adjourn. Moore seconds. Motion passed 5-0-0 @ 7:37pm

Respectfully submitted,
Megan Fleagle

Teacher Salary Schedule 2021-2022 - Washington-Hillsboro-Deering Comparison

	WES [BA]	H-D BA	WES [BA+15]	H-D BA+24	WES [MA]	H-D MA	WES [MA+20]	H-D MA+20
[Step 1]	\$37,776.51	\$45,384.00	\$40,992.16	\$49,248.00	\$44,468.02	\$53,424.00	\$46,313.11	\$55,640.00
[Step 2]	\$39,286.02	\$46,745.00	\$42,632.36	\$50,725.00	\$46,235.40	\$55,027.00	\$48,165.26	\$57,309.00
[Step 3]	\$40,857.93	\$48,147.00	\$44,337.33	\$52,247.00	\$48,127.58	\$56,677.00	\$50,091.59	\$59,029.00
[Step 4]	\$42,492.24	\$49,592.00	\$46,110.58	\$53,814.00	\$50,019.76	\$58,378.00	\$52,095.63	\$60,799.00
[Step 5]	\$44,192.51	\$51,080.00	\$47,955.67	\$55,429.00	\$52,020.28	\$60,129.00	\$54,179.73	\$62,623.00
[Step 6]	\$45,959.88	\$52,612.00	\$49,873.75	\$57,092.00	\$54,102.02	\$61,933.00	\$55,241.43	\$64,502.00
[Step 7]	\$47,797.88	\$54,190.00	\$51,868.38	\$58,804.00	\$56,265.02	\$63,791.00	\$58,599.93	\$66,437.00
[Step 8]	\$49,710.10	\$55,816.00	\$53,943.06	\$60,568.00	\$58,516.31	\$65,705.00	\$60,944.25	\$68,430.00
[Step 9]	\$51,698.82	\$57,491.00	\$56,101.35	\$62,385.00	\$60,857.12	\$67,676.00	\$63,382.78	\$70,483.00
[Step 10]	\$53,766.44	\$59,215.00	\$58,344.41	\$64,257.00	\$63,290.93	\$69,706.00	\$65,917.86	\$72,598.00
[Step 11]	\$55,917.65	\$60,992.00	\$60,678.15	\$66,185.00	\$65,822.47	\$71,797.00	\$68,554.19	\$74,776.00
[Step 12]	\$58,153.66	\$62,821.00	\$63,106.07	\$68,170.00	\$68,455.28	\$73,951.00	\$71,296.50	\$77,019.00
[Step 13]	\$60,480.34		\$65,630.56		\$71,194.06		\$74,148.30	

WASHINGTON SCHOOL DISTRICT

MONTHLY FINANCIAL REPORT YTD BY OBJECT

Fiscal Year: 2021-2022

From Date: 9/1/2021 To Date: 9/30/2021

☐ Include pre encumbrance
☐ Exclude inactive accounts with zero balance

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

Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal	% Rem
10.0000.000.110.0	TEACHERS	\$402,289.88	\$0.00	\$402,289.88	\$10,816.32	\$31,888.58	\$370,401.30	\$356,150.01	\$14,251.29	3.54%
10.0000.000.111.0	SUPPORT STAFF	\$53,941.08	\$0.00	\$53,941.08	\$2,001.08	\$2,001.08	\$51,940.00	\$30,734.47	\$21,205.53	38.31%
10.0000.000.113.0	PRINCIPAL OFFICE SALARY	\$44,817.36	\$0.00	\$44,817.36	\$1,260.12	\$9,627.82	\$35,189.54	\$33,470.77	\$1,718.77	3.84%
10.0000.000.116.0	SUMMER SALARY	\$6,200.00	\$0.00	\$6,200.00	\$280.00	\$1,726.41	\$4,473.59	\$0.00	\$4,473.59	72.15%
10.0000.000.120.0	SUBSTITUTES	\$7,500.00	\$0.00	\$7,500.00	\$0.00	\$0.00	\$7,500.00	\$0.00	\$7,500.00	100.00%
10.0000.000.211.0	HEALTH INSURANCE	\$103,100.99	\$0.00	\$103,100.99	\$3,848.48	\$11,410.41	\$91,690.58	\$66,773.86	\$24,916.72	24.17%
10.0000.000.212.0	DENTAL INSURANCE	\$6,309.72	\$0.00	\$6,309.72	\$264.82	\$59.20	\$459.20	\$370.60	\$88.60	17.09%
10.0000.000.213.0	LIFE INSURANCE	\$518.40	\$0.00	\$518.40	\$19.98	\$59.20	\$715.83	\$566.78	\$149.05	18.41%
10.0000.000.214.0	LONG TERM DISABILITY	\$809.52	\$0.00	\$809.52	\$28.86	\$93.69	\$34,991.79	\$24,036.70	\$10,955.09	28.23%
10.0000.000.220.0	FICA	\$38,804.85	\$0.00	\$38,804.85	\$1,417.92	\$8,778.76	\$76,726.79	\$52,013.47	\$24,713.32	28.90%
10.0000.000.230.0	NHRS	\$85,505.55	\$0.00	\$85,505.55	\$2,711.82	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
10.0000.000.240.0	TRAINING AND TUITION	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
10.0000.000.250.0	REIMBURSEMENT	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.0000.000.260.0	UNEMPLOYMENT COMPENSATION	\$2,636.00	\$0.00	\$2,636.00	\$0.00	\$1,418.10	\$1,217.90	\$0.00	\$1,217.90	46.20%
10.0000.000.290.0	WORKERS COMPENSATION	\$400.00	\$0.00	\$400.00	\$0.00	\$96.50	\$303.50	\$0.00	\$303.50	75.86%
10.0000.000.310.0	BENEFITS	\$174,478.00	\$0.00	\$174,478.00	\$0.00	\$40,971.00	\$133,507.00	\$122,914.00	\$10,593.00	6.07%
10.0000.000.330.0	PROFESSIONAL SERVICES	\$58,675.00	\$0.00	\$58,675.00	\$50.00	\$50.00	\$58,625.00	\$10,200.00	\$48,425.00	82.53%
10.0000.000.380.0	LEGAL AND AUDIT FEES	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$1,414.32	\$13,585.68	\$1,085.68	\$12,500.00	83.33%
10.0000.000.422.0	SNOW PLOWING	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%
10.0000.000.430.0	REPAIRS & MAINTENANCE	\$35,918.50	\$0.00	\$35,918.50	\$1,175.00	\$2,234.73	\$33,683.77	\$8,192.00	\$25,491.77	70.97%
10.0000.000.442.0	RENTAL OF EQUIPMENT	\$5,000.00	\$0.00	\$5,000.00	\$101.37	\$1,498.13	\$3,501.87	\$2,979.72	\$522.15	10.44%
10.0000.000.510.0	TRANSPORTATION	\$197,420.00	\$0.00	\$197,420.00	\$0.00	\$8,583.30	\$188,836.70	\$171,667.10	\$17,169.60	8.70%
10.0000.000.520.0	INSURANCE PROPERTY	\$3,002.00	\$0.00	\$3,002.00	\$0.00	\$2,275.68	\$726.32	\$0.00	\$726.32	24.19%
10.0000.000.531.0	TELEPHONE	\$3,500.00	\$0.00	\$3,500.00	\$305.30	\$615.71	\$2,884.29	\$2,894.29	\$10.00	-0.29%
10.0000.000.534.0	POSTAGE	\$250.00	\$0.00	\$250.00	\$0.00	\$5.69	\$244.31	\$144.31	\$100.00	40.00%
10.0000.000.540.0	ADVERTISING	\$1,000.00	\$0.00	\$1,000.00	\$609.60	\$609.60	\$390.40	\$21.92	\$368.48	36.85%
10.0000.000.550.0	PRINTING	\$150.00	\$0.00	\$150.00	\$0.00	\$0.00	\$150.00	\$0.00	\$150.00	100.00%
10.0000.000.561.0	TUITION	\$1,650,819.00	\$0.00	\$1,650,819.00	\$0.00	\$0.00	\$1,650,819.00	\$0.00	\$1,650,819.00	100.00%
10.0000.000.580.0	TRAVEL	\$1,250.00	\$0.00	\$1,250.00	\$0.00	\$0.00	\$1,250.00	\$0.00	\$1,250.00	100.00%
10.0000.000.610.0	SUPPLIES	\$14,700.00	\$0.00	\$14,700.00	\$147.02	\$3,833.58	\$10,866.42	\$1,157.70	\$9,708.72	66.05%
10.0000.000.622.0	ELECTRICITY	\$17,500.00	\$0.00	\$17,500.00	\$1,293.03	\$2,544.32	\$14,955.68	\$14,455.68	\$500.00	2.86%
10.0000.000.623.0	GAS UTILITY	\$17,000.00	\$0.00	\$17,000.00	\$0.00	\$0.00	\$17,000.00	\$0.00	\$17,000.00	100.00%
10.0000.000.640.0	BOOKS	\$4,200.00	\$0.00	\$4,200.00	\$327.25	\$1,037.25	\$3,162.75	\$69.41	\$3,093.34	73.65%
10.0000.000.641.0	SOFTWARE	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$456.00	\$4,544.00	\$0.00	\$4,544.00	90.88%

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WASHINGTON SCHOOL DISTRICT

MONTHLY FINANCIAL REPORT YTD BY OBJECT

Fiscal Year: 2021-2022

☐ Include pre encumbrance
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From Date: 9/1/2021

To Date: 9/30/2021

☒ Filter Encumbrance Detail by Date Range

Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal	% Rem
10.0000.0000.750.0	EQUIPMENT	\$3,350.00	\$0.00	\$3,350.00	\$0.00	\$0.00	\$3,350.00	\$0.00	\$3,350.00	100.00%
10.0000.0000.810.0	DUES & FEES	\$4,644.00	\$0.00	\$4,644.00	\$0.00	\$3,169.74	\$1,474.26	\$0.00	\$1,474.26	31.75%
10.0000.0000.890.0	MISCELLANEOUS	\$2,975.00	\$0.00	\$2,975.00	\$0.00	\$23.59	\$2,951.41	\$0.00	\$2,951.41	99.21%
10.0000.0000.930.0	FUND TRANSFER	\$67,000.00	\$0.00	\$67,000.00	\$0.00	\$0.00	\$67,000.00	\$0.00	\$67,000.00	100.00%
Grand Total:		\$3,042,664.65	\$0.00	\$3,042,664.65	\$26,657.97	\$140,920.46	\$2,901,744.19	\$904,229.68	\$1,997,514.51	65.65%

End of Report

Printed: 09/09/2021

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Report:

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**WASHINGTON ELEMENTARY SCHOOL
FIVE YEAR CAPITAL MAINTENANCE PLAN**

Expenditure By Category

Item	Purpose	2022-23	2023-24	2024-25	2025-26	2026-27	TOTAL	Paving	Roofs	HVAC	Other
1	Replace Three Original Air Handlers						\$ -	\$ -			
2	Install Building Control System						\$ -			\$ -	
3	Playground Surfacing						\$ -				
4	Replace Windows						\$ -				\$ -
5	Replace Exterior Doors						\$ -				\$ -
6	Seal Main Parking Lot						\$ -			\$ -	
7	Pave Dirt Section of Parking Lot						\$ -				\$ -
8	Upgrade Lighting and Controls						\$ -				
9	Install Dormers Over Exterior Doors						\$ -			\$ -	
10	Replace Sewer Pump Station						\$ -			\$ -	
11	Replace Domestic Water Pumps						\$ -			\$ -	
12	Install Insulation in Attic						\$ -	\$ -			
TOTALS:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0