

WASHINGTON SCHOOL BOARD MEETING

Tuesday, October 12, 2021 at 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

Kelli Colarusso, Principal

Jennifer Crawford, Director of Curriculum
Instruction and Assessment

1. CALL TO ORDER @ 6:00pm

1.1. Pledge of Allegiance

1.2. Moment of Silence

2. STUDENT REPRESENTATIVE REPORT - Megan Belanger

2.1. Student Voice planned a homecoming day

2.2. Hoping to plan something for Halloween.

2.3. The National Honor Society would like to do something with the ES after the HS Day has ended.

2.4. Bass fishing placed 9th in their competition.

2.5. Golf season has ended early

2.6. PSAT is taking place October 13th

3. CORRESPONDENCE

3.1. None

4. PUBLIC COMMENT

4.1. None

5. CONSENT AGENDA

5.1. Minutes of meeting, September 13, 2021

5.2. Appointments, Leaves, and Resignations

5.2.1. Meg Jones – Mentor, \$500 stipend, effective for 21-22 school year (Title Ila grant funded)

5.2.2. Culture Team Members - up to 8 hours, effective 9/10/21 9/30/21 (Title IV funded)

5.2.2.1. Shirley Bergstresser - \$35/hour

5.2.2.2. Emily Primrose - \$35/hour

5.2.2.3. Kristen Hjelm - \$12.08/hour 5.3 Policies Requiring Action

5.3. EBBB Accident Reports – Revision

5.4. JCA Change of Class or School Assignment - Best Interests and Manifest Hardship - Revision (JEC Change of School or Assignment Manifest Education Hardship has been incorporated into this revision)

- 5.5. EHAC Electronic/Digital Records & Signatures - First Reading
- 5.6. DK Payments Checks and Manifests - First Reading
- 5.7. **Consent Agenda Vote** - REMOVED 5.1 and 5.2
 - 5.7.1. Atkins Moved to approve the consent agenda as presented, minus 5.1 and 5.2. Mills seconds. Motion passed 5-0
 - 5.7.2. Atkins moved to amend the minutes 6.2.5.3 - Change Chamber to Selectmen and approve as amended. Mulliner seconds. Motion passed 5-0
 - 5.7.3. Atkins Moved to approve the appointments, leaves, and resignations as presented. Mulliner Seconds. Motion passed 5-0
- 6. **INFORMATIONAL ITEMS and REPORTS**
 - 6.1. Enrollment Report - H/D Middle 20, H/D High 46, WES 52 (K-9,1st-12, 2nd-9, 3rd- 8, 4th-11, 5th-3)
 - 6.2. **Superintendent's Report**
 - 6.2.1. **General Information**
 - 6.2.1.1. Homecoming went well
 - 6.2.2. **Pandemic Response Mitigation Decision Matrix Update**
 - 6.2.2.1. See Attached Sheets
 - 6.2.2.2. There have been more clusters of Covid in NH schools since the start of school this year than there were all of last year.
 - 6.2.3. **Monthly Financial Report - Mary Henry**
 - 6.2.3.1. Bottom line balance is around \$200,000 (unaudited)
 - 6.2.3.2. Board needs to decide if they will hold any funds or return all of the unassigned fund balance to the taxpayers.
 - 6.2.3.3. The Board also needs to decide if they will hold a special meeting to use the additional adequacy aid from the state, or return it to the taxpayers.
 - 6.2.3.4. **Discussion**
 - 6.2.3.4.1. We have always held 2.5% of the remaining fund balance to give ourselves a buffer in the event that we run into a deficit.
 - 6.2.3.4.2. We have returned money to the town each year.
 - 6.2.3.5. **Vote**
 - 6.2.3.5.1. Atkins moved to retain 2.5% from the remaining fund balance for the FY21. Moore seconds. Motion passed 5-0
 - 6.2.3.5.2. Mulliner Moved to return \$63,970.00 to the taxpayers. Atkins seconds. Motion passed 4-1-0 (Mills opposed). Mills would like the money to be used for capitol facilities improvement projects.
 - 6.2.4. **Principal's Report**
 - 6.2.4.1. September 22nd was the first early release Professional Development day
 - 6.2.4.2. October 20th with be another Professional Development day
 - 6.2.4.3. Students have been taking the reading and math iReady testing.
 - 6.2.4.4. October 15th will be Fall Fun Day for the students
 - 6.2.4.4.1. Will build scarecrows and carve pumpkins
- 7. **NEW BUSINESS**
 - 7.1. **IT and Facilities Service Agreements**

7.1.1. Does the Washington Board want to continue with the agreements this year?

7.1.2. Vote

7.1.2.1. Atkins Moved to continue with the IT and Facilities Service Agreement for the 2021-2022 School Year pending the HDSB Approval. Moore Seconds. Motion passed 5-0.

7.1.2.2. Moore Moved to continue with the Facilities Service Agreement for the 2021-2022 School Year. Mulliner Seconds. Motion passed 5-0

7.2. Building Use of Washington Elementary buildings

7.2.1. Washington does not have a process for this, or policies in place.

7.2.2. We need to have a process and form for people to fill out if they are going to be using the building.

7.2.2.1. This is really important for insurance purposes.

7.2.3. There are currently three building requests for the Board to review

7.2.3.1. Musmanno Moved to decline the building use requests citing Due to Covid, the buildings will not be open to outside groups at this time. Mills seconds. Motion passed 5-0

7.2.4. Will table this discussion and revisit at the next meeting.

8. NON-PUBLIC - (if needed)

9. CALL BACK TO ORDER and ACTION AFTER NON-PUBLIC

10. ADJOURNMENT

10.1. Atkins moved to adjourn. Mills seconds. Motion passed 5-0 @ 7:20pm

Respectfully Submitted,
Meagan Fleagle

Comparative Covid Data September 2, 2020 - October 12, 2021

The Rest of Hillsborough County			
Date	Level of Transmission	New Cases per 100k over 14 days	7-Day Total Test Positivity Rate %
Sept 2, 2020	Minimal	21.5	1.2
Oct 1, 2020	Minimal	32.2	1.7
Nov 1, 2020	Substantial	109.7	1.8
Dec 1, 2020	Substantial	473.9	5.1
Jan 3, 2021	Substantial	649.9	11.0
Feb 1, 2021	Substantial	598	6.2
March 1, 2021	Substantial	273.6	4.3
April 1, 2021	Substantial	396.4	6.4
May 3, 2021	Substantial	250.2	3.6
June 1, 2021	Moderate	66.3	2.2
July 1, 2021	Minimal	11.1	0.6
July 30, 2021	Minimal	46.4	3.1
August 17, 2021	Substantial	192.4	6.8
September 1, 2021	Substantial	277.2	7.1
September 17, 2021	Substantial	344.5	5.9
October 1, 2021	Substantial	429.8	5.0
October 12, 2021	Substantial	405.7	6.3

Comparative Covid Data September 2, 2020 - October 12, 2021

Sullivan County			
Date	Level of Transmission	New Cases per 100k over 14 days	7-Day Total Test Positivity Rate %
Sept 2, 2020	Minimal	9.3	0.2
Oct 1, 2020	Minimal	18.5	0.6
Nov 1, 2020	Moderate	57.9	1.4
Dec 1, 2020	Substantial	139.1	3
Jan 3, 2021	Substantial	190.1	7.7
Feb 1, 2021	Substantial	586.4	7.4
March 1, 2021	Substantial	213.2	3.1
April 1, 2021	Substantial	157.6	3.7
May 3, 2021	Substantial	243.4	6.0
June 1, 2021	Moderate	97.3	2.1
July 1, 2021	Minimal	48.7	1.1
July 30, 2021	Minimal	30.1	1.8
August 17, 2021	Substantial	194.7	6.1
September 1, 2021	Substantial	210.9	2.6
September 17, 2021	Substantial	338.4	6.9
October 1, 2021	Substantial	658.2	6.3
October 12, 2021	Substantial	1,036.0	12.2

Comparative Covid Data September 2, 2020 - October 12, 2021

Date	Statewide Number of Hospitalizations Due To Covid-19	Statewide Percent of Population Fully Vaccinated
Sept 2	9	
Oct 1	15	
Nov 1	38	
Dec 1	160	
Jan 3	325	
Feb 1	193	
March 1	90	Data first reported March 4th: 7.8%
April 1	77	16.8%
May 3	80	26.2%
June 1	26	48.5%
July 1	15	53.9%
July 30	29	53.7%
August 17	68	53.8%
September 1, 2021	112	54.1%
September 17, 2021	122	56.0%
October 1, 2021	150	54.4%
October 12, 2021	140	54.5%

Washington Elementary School School Local Decision Pandemic Response Mitigation Matrix

This matrix serves as a guide when planning and making decisions regarding implementing mitigation strategies. The Washington School District reserves the right to take a more restrictive approach as the situation warrants.

Executive Orders/Public Health Department Guidance supersede local decision making

Considerations <i>Listed below are factors that will be taken into consideration when determining the level of mitigation required.</i>	Minimal Mitigation	Moderate Mitigation	Substantial Mitigation
	1.Promote Vaccination 2.Face Mask Use*; <ul style="list-style-type: none"> mandatory on buses optional indoors and outdoors 3.Physical Distancing of at least 3 feet when possible 4.Screening Testing of higher risk groups such as sports teams 5.Increase Ventilation 6.Handwashing & Respiratory Etiquette 7.Stay home when sick & get tested 8.Contact Tracing in combination with Isolation & Quarantine 9.Daily Cleaning & disinfection when known virus contact	1.Promote Vaccination 2.Face Mask Use*; <ul style="list-style-type: none"> mandatory on buses optional but recommended indoors optional outdoors 3.Physical Distancing of 3-6 feet when possible 4.Increased Screening Testing 5.Increase Ventilation 6.Handwashing & Respiratory Etiquette 7.Stay home when sick & get tested 8. Contact Tracing in combination with Isolation & Quarantine 9.Daily Cleaning & disinfection when known virus contact	1.Promote Vaccination 2.Face Mask Use*; <ul style="list-style-type: none"> mandatory on buses Required indoors optional outdoors 3.Physical Distancing of 3-6 feet when possible 4.Significant Screening Testing 5.Increase Ventilation 6.Handwashing & Respiratory Etiquette 7.Stay home when sick & get tested 8. Contact Tracing in combination with Isolation & Quarantine 9.Daily Cleaning & disinfection when known virus contact

Decision Matrix: NH Department of Health and Human Services recommendations for use of facemasks indoors based on the level of community transmission and COVID-19 transmission within a facility.

		Level of Community Transmission		
		Minimal	Moderate	Substantial
Cases within School Facility	Sporadic cases without evidence of facility transmission	Optional*	Optional*	Universal X
	Single Cluster	Targeted	Targeted	Universal
	Multiple clusters or a larger outbreak	Universal	Universal	Universal
Per Federal Mandate all drivers and riders on school busses or vans are required to wear masks that cover their mouth and nose while on board.				

Facemasks still recommended for people who want maximal protection for themselves or others (e.g. a household member who is unvaccinated or medically vulnerable)

Community Transmission and Vaccination Data Tracked Using The New Hampshire COVID-19 Data Dashboard

Last updated: OCTOBER 12, 2021 4:45pm

Level of Community Transmission			
<i>Per the state of NH Department of Health and Human Services: "The overall level of community transmission is defined using the metrics shown below. Each metric is assigned a level of 'Minimal', 'Moderate', or 'Substantial'. A community is then assigned an overall level based on the highest level determination for any specific metric."</i>			
Numbers of new infections per 100,000 population over prior 14 days	<50	50-100	>100
Sullivan County:			1,036.0
COVID-19 total test positivity as a 7 day average	< 5%	5-10%	>10%
Sullivan County:			12.2%

Cases within the school facility			
	Sporadic cases without evidence of facility transmission	Single Cluster	Multiple clusters or a larger outbreak
WES	X		

	Washington	Sullivan County
Current Vaccination Rates	49.7%	49.6%

Additional Data Tracked by the Washington School District

Availability of Cleaning and Protective Supplies necessary to implement NH DHHS Recommendations			
	The district has the supplies necessary to meet state guidelines and to implement the SAU plan	The district is having difficulty securing future supplies necessary to meet state guidelines and to implement the SAU plan	The district is unable to secure the supplies necessary to meet state guidelines and to implement the SAU plan
Washington School District	X		

Compliance with Mitigation Strategies			
	There is a rare need for someone to leave school due to illness. Mask wearing, physical distancing and other protective measures are followed by the community	There are small gaps in compliance to the protective measures in place	There are significant gaps in compliance to the protective measures in place
Washington School District	X		

Student Absence Due to Illness			
	<15%	15-30%	>30%
WES	X		

Staff Capacity to Conduct Classes and School Operations			
	Normal: The school is able to provide coverage and manage absenteeism with little impact to instruction	Strained; It is difficult for the school to provide coverage and manage absenteeism. There is impact to instruction.	Critical: The level of staff absenteeism is too high to effectively manage.
WES	X		

WASHINGTON SCHOOL DISTRICT

FINANCIAL REPORT YTD BY OBJECT

Fiscal Year: 2021-2022

From Date: 10/1/2021 To Date: 10/31/2021

Filter Encumbrance Detail by Date Range

☐ 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	\$10,271.33	\$60,497.49	\$341,792.39	\$295,937.42	\$45,854.97	11.40%
10.0000.000.111.0	SUPPORT STAFF	\$53,941.08	\$0.00	\$53,941.08	\$1,825.94	\$5,318.74	\$48,622.34	\$27,351.03	\$21,271.31	39.43%
10.0000.000.113.0	PRINCIPAL OFFICE SALARY	\$44,817.36	\$0.00	\$44,817.36	\$1,260.12	\$12,974.90	\$31,842.46	\$30,123.69	\$1,718.77	3.84%
10.0000.000.116.0	SUMMER SALARY	\$6,200.00	\$0.00	\$6,200.00	\$0.00	\$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	\$160.00	\$500.00	\$7,000.00	\$0.00	\$7,000.00	93.33%
10.0000.000.211.0	HEALTH INSURANCE	\$103,100.99	\$0.00	\$103,100.99	\$3,848.48	\$19,107.37	\$83,993.62	\$80,952.31	\$3,041.31	2.95%
10.0000.000.212.0	DENTAL INSURANCE	\$6,309.72	\$0.00	\$6,309.72	\$264.82	\$1,214.05	\$5,095.67	\$5,670.35	(\$574.68)	-9.11%
10.0000.000.213.0	LIFE INSURANCE	\$518.40	\$0.00	\$518.40	\$19.98	\$99.16	\$419.24	\$419.24	\$0.00	0.00%
10.0000.000.214.0	LONG TERM DISABILITY	\$809.52	\$0.00	\$809.52	\$28.86	\$151.41	\$658.11	\$599.31	\$58.80	7.26%
10.0000.000.220.0	FICA	\$38,804.65	\$0.00	\$38,804.65	\$1,337.92	\$6,421.30	\$32,383.35	\$26,540.92	\$5,842.43	15.06%
10.0000.000.230.0	NHRS	\$85,505.55	\$0.00	\$85,505.55	\$2,652.97	\$14,084.71	\$71,420.84	\$55,335.75	\$16,085.09	18.81%
10.0000.000.240.0	TRAINING AND TUITION	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$100.00	\$4,900.00	98.00%
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	EMPLOYMENT 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	BENEFITS	\$400.00	\$0.00	\$400.00	\$0.00	\$144.75	\$255.25	\$0.00	\$255.25	63.81%
10.0000.000.310.0	PROFESSIONAL SERVICES	\$174,478.00	\$0.00	\$174,478.00	\$40,971.00	\$81,942.00	\$92,536.00	\$81,943.00	\$10,593.00	6.07%
10.0000.000.330.0	PROFESSIONAL SERVICES	\$58,675.00	\$0.00	\$58,675.00	\$510.00	\$1,120.00	\$57,555.00	\$9,130.00	\$48,425.00	82.53%
10.0000.000.380.0	LEGAL AND AUDIT FEES	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$1,927.32	\$13,072.68	\$572.68	\$12,500.00	83.33%
10.0000.000.420.0	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	\$1,139.08	\$3,527.89	\$32,390.61	\$8,289.64	\$24,100.97	67.10%
10.0000.000.440.0	RENTAL OF EQUIPMENT	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$1,602.13	\$3,397.87	\$2,875.72	\$522.15	10.44%
10.0000.000.510.0	TRANSPORTATION	\$197,420.00	\$0.00	\$197,420.00	\$17,166.71	\$25,750.01	\$171,669.99	\$154,500.39	\$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	\$0.00	\$625.19	\$2,874.81	\$2,884.81	(\$10.00)	-0.29%
10.0000.000.534.0	POSTAGE	\$250.00	\$0.00	\$250.00	\$0.00	\$19.45	\$230.55	\$130.55	\$100.00	40.00%
10.0000.000.540.0	ADVERTISING	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$1,343.72	(\$343.72)	\$87.80	(\$431.52)	-43.15%
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	\$59.68	\$5,084.28	\$9,615.72	\$1,249.01	\$8,366.71	56.32%
10.0000.000.622.0	ELECTRICITY	\$17,500.00	\$0.00	\$17,500.00	\$1,454.80	\$3,999.12	\$13,500.88	\$13,000.88	\$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	\$0.00	\$1,106.66	\$3,093.34	\$0.00	\$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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☐ 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
10.0000.000.730.0	EQUIPMENT	\$3,350.00	\$0.00	\$3,350.00	\$0.00	\$0.00	\$3,350.00	\$134.95	\$3,215.05	95.97%
10.0000.000.810.0	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%
10.0000.000.890.0	MISCELLANEOUS	\$2,975.00	\$0.00	\$2,975.00	\$0.00	\$23.59	\$2,951.41	\$0.00	\$2,951.41	99.21%
10.0000.000.930.0	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	\$82,771.69	\$257,631.17	\$2,785,033.48	\$797,829.45	\$1,987,204.03	65.31%

End of Report