

**SCHOOL ADMINISTRATIVE UNIT #34
Deering, Hillsboro, Washington and Windsor**

**HILLSBORO-DEERING SCHOOL BOARD
REGULAR MEETING
Monday, November 6, 2017
6:15pm - HD Elementary School Media Center**

MINUTES

**In Attendance:
Board Members:**

Rich Pelletier
Paul Plater
Chris Bober
Nancy Egner

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

A. Call to Order

Chair Pelletier called the meeting to order at 6:20pm

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. Recognitions

Robert Hassett recognized Louis Norland, the student representative in attendance.

D. Correspondence

None

E. Presentation

1. HDHS/HDMS Student Assistance Program Presentation – Julie Green, Kim Hailey, SP Coordinator for Second Start
 - a. Cassy Lucas, Councilor that serves Middle School.
 - i. SAP
 1. Prevention - We ID students who show risk factors for using Drugs / Alcohol in the future.
 - a. Loss
 - b. Mental Health
 - c. Family Issues
 - d. Unstable grades
 2. Want to put services in place to help students deal with these feelings.
 3. Need to educate the students on the dangers of what they are doing

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4. Coordinate help for the students.
5. There is a Referral Process
6. Teachers / Faculty can refer students to counselor directly.
7. Program in place at High School and Middle School
- b. Comments and questions made by Rich Pelletier
 - i. How do we measure success?
 1. Using a form with students. Tracks student's academics, attendance, discipline, ability to self advocate. There is a weighted scale based on proof vs. what the student says.
 - ii. Behavioral changes are difficult and take a long period of time.
 1. We need to change the perception of risk.
 - iii. Are you prepared to meet at the end of the year to request additional services?
 - a. There is no additional grant funding available. Funding for program expansion would most likely need to come from the board.
 - iv. Once a child is in the program, how long do they stay in it?
 1. Whenever they enter the program until they graduate at grade 12.
 2. Early termination is voluntary (up to the student)
 3. Program is voluntary
- c. Comments and questions made by Nancy Egner
 - i. How long are you in the schools?
 1. 2 days per week.
 2. By the end of this year, probably not enough time.
 - ii. Discussion group plans?
 1. The more kids that meet together, the better it is for the students. It forces them to confront topics together.
- d. Comments and questions made by Chris Bober
 - i. Do most of the referrals actually have substance abuse connections?
 1. Most at the middle school. Others are at a greater risk.
 2. There are a few who are already using, but have not admitted it yet.
 3. This is a community issue and it happens in every community.
 4. Program intervenes and provides options.
 - ii. Ideal situation, what would be most helpful to you, to your program, and to serve students effectively?
 1. This is still new to everyone. Working on building trust relationships with staff and students.
 2. Would be great to get five referrals a week (for same or different students)
- e. Comments and questions made by Paul Plater
 - i. The 91 sessions, is that one per student, or multiple sessions per students?
 1. There are approximately 18 students in the program, with 91 sessions total.
- f. Comments and questions made by Robert Hassett
 - i. That statistic is pretty normal in similar programs.
 - ii. Looking forward to the report at the end of the year.

2. Food Service Presentation – Michele Dupont, Food Service Director

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- a. Offer vs serve
 - i. Offer students food - students can decline.
- b. The government gives money back on meals served.
- c. In order to get money back:
 - i. Breakfast - students must take 2 out of the 3 components of the provided meal.
 - ii. Lunch - students must take 3 out of the 5 components of the provided meal.
- d. Participation rate is how many students are buying breakfast and lunch.
- e. Fresh fruits and veggies - allocated \$40,460 for FY18
- f. Summer Feeding Program - good for another 5 years.
- g. Additional Revenue
 - i. Adult Meals
 - ii. Catering
- h. Comments and questions made by Nancy Egner
 - i. Where do things stand with National Programs and Guidelines?
 - 1. Very strict nutritional standards
 - a. Types of Grain/fruit
 - b. Calories
 - c. Non Fat Milk
 - 2. Difficult to get the High School students enough food to meet their caloric needs.
 - i. Comments and questions made by Rich Pellitier
 - i. Free and Reduced meal numbers have dropped. Why?
 - 1. People are not signing up for the program.
 - 2. Income guidelines have changed.
 - ii. Are we promoting this program to get as many kids enrolled as possible?
 - 1. Yes, beginning of the year.
 - j. Comments and questions made by Robert Hassett
 - i. Kids complain about serving size.
 - ii. Commended Michele for alternative revenue.
 - 1. Helps to offset the cost of food services.
 - iii. No thank you bowls
 - iv. Students can put their unwanted food in it and other students can take from the bowl.
- 3. HDES Exterior Renovations/Improvements – James Bailey
 - a. We have done a lot of work so far, but there is more to do.
 - b. Discussion began in May.
 - c. Elementary:
 - i. Parking Lot
 - ii. Playground
 - iii. Entrance
 - d. Trying to separate pedestrian and car traffic.
 - e. Updating courtyard and entryway.
 - f. Still using a serpentine pattern for parent drop off and pick up.
 - g. Current parking lot has approximately 100 spaces. Proposed plan reduces this to 70 spaces.
 - h. Has plan for additional parking if needed.
 - i. Added more green space with walkway paths.
 - j. Move playground closer to building and add green space.

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- k. relocating dumpsters to back of school.
- l. Add a roof canopy over pick up / drop off area.
- m. Move basketball court to additional parking lot. Only used on nights and weekends.
- n. Move propane tanks.
- o. Can do them independently. Phase two and three should go together.
- p. Plan to use Porous Asphalt for walkways- Absorbs water, has air space between the rock.
- q. Questions and Comments by Rich Pellitier
 - i. Are we planning on changing the look of the entrance door?
 - 1. Adding a Garden, green space, canopy roof.
 - 2. Doors would remain, add bushes.
 - ii. Would we have a problem servicing the boilers?
 - 1. Not really, just would need a forklift to get the boilers in and out.
- r. Questions and Comments by Nancy Egner
 - 1. Will the canopy area be Accessible? - Yes.
 - 2. How do you resurface porous asphalt? - Don't know.
 - 3. What is the Life expectancy? - unknown, but just would be foot traffic.
- s. The total project is expected to Cost: \$587,000 total
 - i. Phase 1 \$120,000 (+ 10%) (\$132,000)
 - ii. Phase 2 \$153,000
 - iii. Phase 3 \$261,000 (Playground aprox. \$200,000)

F. Chair Pellitier called for a 5 minute recess @ 7:25pm.

G. Chair Pellitier called the meeting back to order @ 7:30pm.

H. Public Comment

- 1. Comments by Leigh Bosse
 - a. Wonderful Plan.
 - i. Please make the playground a community project, not a tax payer project.
 - ii. Use volunteer labor
 - iii. Solicit help from the community.
- 2. Comments by John Segedy
 - 1. The hadout in the packet does not say that we pay tax on lease agreement
 - 2. Corrections to the minutes pg 2.
 - a. too many teachers for that many students
 - 3. Would like to have each board member disclose if they have family members who may become employed in next 2 years.
 - 4. Porous asphalt
 - a. really investigate it
 - b. How does it work in New England specifcly (sand gets in the cracks)
 - c. Is drainage for the parking lot included in the project plan and projected budget?
 - i. There is an underground steam under school - this will add to cost of project

I. Board Discussion Items

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1. Budget Expectations
 - t. Comments and questions made by Robert Hassett
 - i. Exterior renovation project
 1. Approx. 3,200 households in Hillsboro-Deering school district
 2. \$63 cost to average household for the playground. One time payment.
 3. Total project = \$183.00 per household.
 4. Felt it was important to break it down based on cost per household as a one-time fee.
 5. Anticipating 4% decrease in funding
 6. Currently had a 200k increase in expenses and a 200k decrease in funding.
 7. Based on last year's budget we are looking at \$900,000 already.
 - u. Comments by Rich Pellitier
 - i. Faced with almost \$1 million increase in budget right off the start.
 - ii. There are warrant articles that we ask for also. How much do we ask for?
 - iii. We Just need to be aware of everything.

J. Superintendent's Report

1. Appointments, Leaves and Resignations
 - a. See attached
 - b. Comment by Paul Plater
 - i. Cheryl Cornett hired her as a math tutor. Transfer to Hillsboro-Deering Elementary School Math Specialist.
 - ii. Was moved to the Math Specialist position based on her skill set and abilities.
2. Overnight/Out of NE Field Trip
 - a. HDMS Grade 8 Washington, DC Trip, April 20-24, 2017
 - b. HDHS Robotics Team, overnight at Prospect Mtn. HS, Nov. 10-11, 2017
 - i. Will be camping out in Fall Mountain's gym.
3. Technology Update – Glen Woods
 - a. Needed a deployment plan for existing equipment
 - i. Phase 1 - complete (466 Chromebooks, grade 8-12)
 - ii. Phase 2
 1. High School is almost set with laptops
 2. Middle School: there are 215 students without chromebooks. Grade 2, 6, and 7 are missing
 3. Move 115 Middle School Chromebooks to Elementary School.
 4. Purchased 235 Chromebooks for the Middle School.
 - iii. There has been a 1% damage rate so far.
 - iv. Would like to purchase Chromebooks for para professionals
 1. 275 total = \$56,375.00
 2. Go Guardian software licenses = \$2,956
 3. Would like to include a backup service
 4. would like an additional ipad cart for 1st grade
 - v. Total funding request is approx. \$80,000.
- b. Comments by Rich Pellitier

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- i. thought the money in the trust fund would be more for infrastructure projects such as servers, connectivity, etc.
 - 1. We added 476 devices at once, have tweaked the network.
 - 2. Currently set up to handle what we have and what we would like to have.
 - 3. Current equipment should do the job.
 - ii. Has a Concern: Spend \$80,000 - worried that there will need major hardware and infrastructure needs in the next few years.
 - 1. We do not anticipate any immediate needs.
 - 2. Slowly improving the system
 - 3. On Streaming meetings online
 - a. He needs to do research on the topic and needs to assess equipment needs
 - iii. Should replenish some this year if we take \$80,000 out this year.
 - c. Comments by Robert Hassett
 - i. We would need to have a public hearing on this to access the trust fund.
 - 1. There is \$100k in trust fund.
 - 2. Look at putting money into trust fund to replenish it to cover replacement costs.
 - d. Comments by Chris Bober
 - i. Can our infrastructure handle that?
 - 1. we are always improving infrastructure.
 - ii. \$100,000 in Trust Fund, if we take \$80,000 out
 - 1. When do we anticipate when the money will be needed next?
 - a. Cycle out equipment over a 7-10 year lifespan.
 - b. Expects 3 year life expectancy for Chromebooks.
 - e. Comments by Paul Plater
 - i. Why at the Elementary level do we need a Chromebook for each student
 - 1. They have become an intricate part of the classroom experience. Used throughout the day.
- 4. Business Administrator's Report
 - a. Audit
 - i. Was scheduled for next week.
 - ii. Postponed until December 4, 2017.
 - iii. Told the auditor that we need Report in January (set expectation).
 - b. Alt school Lease
 - i. Agreement does include property tax.
 - 1. They will not remove tax clause.
 - 2. Taxes last year were \$26-30k plus 12k lease.
 - ii. Land is privately owned
 - c. Lori Schmidt will reach out to Deering selectman
 - d. Comments by Robert Hassett
 - i. Agrees with Mr. Segedy that taxpayers shouldn't be paying for the property taxes of another taxpayer
 - ii. Landlord could rewrite the lease that would change the lease to exclude the tax wording.
 - iii. Lori will discuss with landlord about rewriting lease agreement

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1. We pay full tax bill for the building.
- iv. Be cautious if anyone wants to donate any property - be aware of potential hazards.
- v. Comments by Chris Bober
 1. Look at how much of the property we actually use and prorate the tax share.
- vi. Comments by Rich Pellitier
 1. Is there a way to pay the tax bill throughout the year, in even payments instead of twice a year?
 2. Explore abatement option (LORI: incorrect term)
- vii. Comments by Paul Plater
 1. Would like to see if we can get an abatement for the taxes?
- viii. Comment by Nancy Egner
 1. Hope this is a short term problem
 2. Move alt school back to Hillsboro-Deering.
- e. The cost of Salt Shed is approx. \$12,000 more than originally quoted (\$6,000).
- f. Deering tax rate up by 5% (\$16.17 last year, up \$1.20)
- g. State Ed rate dropped 3%
- h. Hillsborough is waiting for the village to set the tax rate.
- i. Health insurance premium: 1% max increase
- j. Comments by Rich Pellitier
 - i. We don't have an expectation to have a lot of movement in cost changing.

K. Minutes – October 16, 2017 meeting

1. Chris Bober moved to accept the minutes as written. Seconded by Nancy Egner.
 - a. Amendments
 - i. Letter M, #6, letter D.
 1. The motion passed 3-0-1
 - ii. Letter M, #5, letter b
 1. The motion passed 3-0-1
 - iii. Letter F, #2, letter C
 1. Add “teachers” so that the comment reads “Seems to be too many teachers...”
2. Chris Bober moves to accept the minutes as amended. Second by Nancy Egner. Motion passed 3-0-1 (Pellitier abstained)

L. Public Comment

1. Comments by John Segedy
 - a. The idea of a trust fund is to save money.
 - i. If you are using money from the trust fund the same year you added it to the trust fund, it is deceptive to the voters. The expenses being covered should have been added to the original budget.
 - ii. Be honest and tell the voters what you want to spend the money on.

School Board Response to Public Comment

1. Comments by Rich Pellitier

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- a. We were not planning on spending this money this year. We anticipated that this money would be used in the future for big ticket items.
 - b. The board still has to discuss and vote on it.
 - c. This expense was unexpected and we will discuss at a later time.
- 2. Comments by Chris Bober
 - a. we did discuss at the the public hearing that it was a technology fund, and that technology is constantly changing
- 3. Comments by Paul Plater
 - a. Thought that this fund was to be used to buy items in bulk and to save money.

M. Action Items

- 1. Appointments, Leaves and Resignations
 - a. Chris Bober moved to accept the Appointments, Leaves and Resignations as written. Second by Nancy Egner.
 - b. Discussion - Clarifying that Ms. Cheryl Cornett was moving from a Math Tutor position to a Math Specialist position. Also clarification that the Math Tutor position was not eliminated, and is expected to be filled in the future.
 - c. Motion passed 4-0.
- 2. Overnight/Out of NE Field Trip
 - a. HDMS Grade 8 Washington, DC Trip, April 20-24, 2017
 - i. Paul Plater moved to accept the HDMS Grade 8 Washington, DC Trip, April 20-24, 2017 request as written. Second by Nancy Egner.
 - ii. Discussion - Will the time away from school effect the spring testing dates?
 - 1. No, the students will only be missing one day of classroom time, and they are looking at testing dates that would not be affected by this trip.
 - iii. Motion passed 4-0
 - b. HDHS Robotics Team, overnight at Prospect Mtn. HS, Nov. 10-11, 2017
 - i. Chris Bober moved to accept the Overnight Field Trip – HDHS Robotics Team, overnight at Prospect Mtn. HS, Nov. 10-11, 2017 request as written. Second by Nancy Egner.
 - ii. Motion passed 4-0
- 3. Lease with Rymes - Deering Airport Space for HS Alt Program
 - a. This action item was tabled

N. Non-Public Session – RSA 91-A:3 II. (c)

Chris Bober moved to go into a non-public session. Second by Nancy Egner. Motion passed 4-0 at 8:48pm.

O. Call Back to Order

Chair Pellitier called the meeting back into public session @9:15pm

P. Action Following Non-Public Session

Paul Plater moved to seal the minutes from the non-public session referencing RSA 91-A:3 II (e). Second by Nancy Egner. Motion passed 4-0.

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Q. Adjournment

Motion to adjourn made by Nancy Egner, second by Chris Bober. Passed 4-0 approved at 9:19pm.

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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:
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;
the hiring of any person as a public employee;
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;
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
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.
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.
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.

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in the HD Elementary School Media Center.***

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SAU #34

Soaring to Excellence

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

Patricia M. Parenteau, MS, CAGS
Assistant Superintendent

Kevin L. Johnson, Ed.D.
Director of Curriculum, Instruction and Assessment

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

To: Members, Hillsboro-Deering School Board
From: Mr. Robert A. Hassett, Superintendent of Schools
Date: November 6, 2017
Re: Appointments, Leaves and Resignations - Teachers & Administrators

The following resignations, leaves, and appointments of teachers have occurred since the October 16, 2017 School Board meeting:

RESIGNATIONS: None

LEAVES: None

TRANSFERS/CHANGE OF ASSIGNMENTS:

Cheryl Cornett – Change of assignment from HDES Math Tutor – Title I to HDES Math Specialist, \$35/hr, 16 hrs/wk, effective 10/23/17

APPOINTMENTS:

Kelley Williams – HDSD Consultant for Intellectual Disabilities, \$35/hr., as needed, effective for 2017-18 school year, NH certification in Intellectual & Developmental Disabilities