

**WASHINGTON SCHOOL BOARD**  
**Monday, May 9, 2022 at 6:00pm**  
**Washington Elementary School, Multi-Purpose Room.**

**MEETING MINUTES**

**In Attendance:**

**Board Members:**

Arin Mills

Danielle Moore

Eric Hodges

Tyler Garvin

Laura Botelho

**Administration:**

Patricia Parenteau, Superintendent

Jennifer Crawford, Director of Curriculum Instruction  
and Assessment

Stacey Vazquez, Director of Student Support  
Services

Mary Henry, Business Manager

Kelli Colarusso, Principal

**1.0 CALL TO ORDER @ 6:00pm**

1.1 Pledge of Allegiance

1.2 Moment of Silence

**2.0 STUDENT REPRESENTATIVE REPORT – Megan Belanger**

2.1 Last week and This week is AP testing

2.2 The band is practicing for their Memorial Day Concert and Graduation

2.3 Prom was last weekend and was held at Pats Peak.

**3.0 CORRESPONDENCE**

3.1 None

**4.0 PUBLIC COMMENT**

4.1 None

**5.0 NON-PUBLIC – RSA 91-A:3 II. (b)**

5.1 Garvin moved to go into a non-public session citing RSA 91-A:3 II. (b). Mills  
seconds. Motion passed 4-0-0 @ 6:04pm

5.2 Roll

5.2.1 Arin Mills

5.2.2 Danielle Moore

5.2.3 Eric Hodges

5.2.4 Tyler Garvin

**6.0 CALL BACK TO ORDER and ACTION AFTER NON-PUBLIC**

6.1 Chair Mills called the meeting to order at 6:30pm

6.2 Moore moved to authorize the superintendent to act on what was discussed  
and agreed upon in the non-public session citing RSA 91-A:3 II. (b). Garvin  
seconds. Motion passed 4-0-0

**7.0 CONSENT AGENDA (requires action)**

7.1 **Minutes of meeting, April 11, 2022**

7.2 **Appointments, Leaves, and Resignations**

7.2.1 Ann Malone – Special Education Teacher, effective 7/1/2022

### **7.3 Policies Requiring Action**

- 7.3.1 DAF Administration of Federal Grants – Revision
- 7.3.2 GBCD Background Investigation and Criminal History Records Check – Revision
- 7.3.3 EEAEA Mandatory Drug and Alcohol Testing – School Bus Drivers and Contracted Carriers - Revision

### **7.4 General Assurances**

### **7.5 VOTE**

- 7.5.1 Hodges moved to approve the consent agenda minus 7.1 and 7.3.3 as presented. Garvin seconds. Motion passed 4-0-0
- 7.5.2 Moore moved to approve the Minutes of April 11, 2022 as amended. Hodges seconded. Motion passed 4-0-0
  - Mills moved to amend 8.1.1.1 to “Aron”, 8.1.1.3 “Rebecca”, and 8.2.1 “March 2023”
- 7.5.3 Mills moved to approve the revision of EEAEA Mandatory Drug and Alcohol Testing – School Bus Drivers and Contracted Carriers as presented. Moore seconds. Motion passed 4-0-0.

## **8.0 PRESENTATION**

### **8.1 Energy Audit – Andrew Hatch**

- 8.1.1 The most recent energy audit was conducted in 2019.
  - This audit prompted suggestions on how to correct and mitigate issues that were found with the building.
- 8.1.1..1 Updating the lights to use LEDs instead of fluorescents
- 8.1.2 NH Saves Program
  - Has been reauthorized and is available for future projects.
- 8.1.3 The cost of making the suggested changes has increased over the last two years.
- 8.1.4 The contractors who do this work are booking out a year in advance, so the Board would be looking at projects starting in 2023.
- 8.1.5 Shakes to Shingles has done reputable work around the state
  - We had been looking at potentially using this contractor for some of the suggested work to the building.
- 8.1.6 Questions
  - In order for Eversource to help with the costs of these projects, would a new audit have to be done?
- 8.1.6..1 No, at this point a new audit should not be needed. The last audit on the building was done in 2019.

## **9.0 INFORMATIONAL ITEMS and REPORTS**

- 9.1 Enrollment Report – H/D Middle 22, H/D High 44, WES 48 (K-8, 1<sup>st</sup>-11, 2<sup>nd</sup>-8, 3<sup>rd</sup>- 7, 4<sup>th</sup>-11, 5<sup>th</sup>- 3)
- 9.2 Superintendent's Report
  - 9.2.1 General Information
  - 9.2.2 2022-23 Student-Staff Calendar
    - See attached sheet
    - Amendment to the Calendar
  - 9.2.2..1 On October 20th Early Release Day will be PD in the afternoon.

- 9.2.2.2 November 16th Will be the Parent-Teacher Conferences
  - 9.2.2.3 Two PD Days August 22 and 23 and one PD day on June 16th.
- VOTE
  - 9.2.2.1 Hodges moved to approve the 2022-23 Student-Staff Calendar as discussed. Garvin seconds. Motion passed 4-0-0
- 9.2.3 HD-Washington Facilities Support Agreement
  - Tabled to the next Meeting.
- 9.2.4 HD-Washington IT Support Agreement
  - Garvin moved to approve the HD-Washington IT Support Agreement for the 2023 Fiscal Year as amended to include “to not exceed \$6,500” as discussed. Hodges seconds. Motion passed 4-0-0.
- 9.2.5 Monthly Financial Report
  - See attached Sheet
  - We are looking at around \$200,000 that are anticipated to be in unassigned funds at the end of the fiscal year.
- 9.2.6 ESSER Update - Mary Henry
  - ESSER I - \$15,200.88
    - 9.2.6..1 We have \$365 remaining unencumbered at this point.
  - ESSER II - \$57,788.82
    - 9.2.6..1 We have \$3,310 remaining unencumbered to use until September of 2023
  - ESSER III - \$129,912
    - 9.2.6..1 We have \$45,000 remaining unencumbered with 20% required to go to student services to be used by September of 2024.
- 9.2.7 Capital Improvement Plan - James Bailey
  - Information of the existing systems in the Washington Building have been difficult to find.
    - 9.2.7..1 James has been working on documentation of these systems and the work that has been done over the years.
  - Projects to look at:
    - 9.2.7..1 Water System
      - 9.2.7..1.1 There is a holding tank that has 4 sensors that go to a control panel in the school building.
      - 9.2.7..1.2 The pumps in the school are aging.
      - 9.2.7..1.3 The sensors in the holding tank have corroded and have been replaced.
      - 9.2.7..1.4 It was discovered that the school and Camp Morgan share the same well and water system.
      - 9.2.7..1.5 This work has also led to the discovery that the school’s sewage tank levels are high/full.
        - 9.2.7..1.5.1 We are in the process of finding out more information about the work history on this

and we are trying to find out  
where the leach field is.

9.3 Principal's Report

- 9.3.1 April Early Release Day there was a PD day to train on iReady
- 9.3.2 Spirit Week was a success
- 9.3.3 Teacher Appreciation Week was wonderful and the teachers loved everything.

**10.0 NEW BUSINESS** (requires action)

10.1 Committee Membership

10.1.1 Duncan-Jenkins Trust – 3<sup>rd</sup> Tuesday of the month at 9:30am

- Hodges moved to appoint Linda Musmanno to the Duncan-Jenkins Trust. Moore seconds. Motion passed 4-0-0

10.1.2 Wellness – quarterly

- Hodges moved to appoint Tyler Garvin to the Wellness committee. Moore seconds. Motion passed 4-0-0

10.1.3 Policy

- Moore moved to appoint Laura Botelho to the Policy Committee. Garvin seconds. Motion passed 4-0-0

10.1.4 Facilities

- Garvin moved to appoint Eric Hodges to the Facilities committee. Mills seconds. Motion passed 4-0-0

10.2 Summer Board Retreat

10.2.1 Tuesday, July 12th @ 5:00pm with a backup date of July 13th

10.3 Use of Multi-Purpose Room

10.3.1 You need to have an employee present if someone is using the building.

- The school is liable for anything that happens in the building

10.3.2 The Board will have to create a facilities use form that will be used to request the use of the multipurpose room.

**11.0 CONTINUED BUSINESS**

11.1 Senior Pizza Party

11.1.1 Wednesday, June 1st @6:00pm

- Pizza from the General Store
- Drinks
- Salad

11.1.2 Total of 11 students would be invited with their families.

- Invitations will go out by May 11th with an RSVP date of May 20th.

11.1.3 Discussion on Senior Gifts.

11.2 Looking at the Capital Maintenance Plan and potential projects to work on for this year.

**12.0 NON-PUBLIC – RSA 91-A:3 II. (c)**

12.1 Garvin moved to enter into a non-public session citing RSA 91-A:3 II. (c). Hodges seconds. Motion passed 4-0-0 @ 9:08pm

12.2 Roll

12.2.1 Arin Mills

12.2.2 Danielle Moore

12.2.3 Eric Hodges

12.2.4 Tyler Garvin

**13.0 CALL BACK TO ORDER and ACTION AFTER NON-PUBLIC @ 9:18pm**

13.1 Hodges moved to authorize the superintendent to act on what was discussed and decided on in the non-public session citing RSA 91-A:3 II. (c). Moore Seconds. Motion passed 4-0-0

**14.0 ADJOURNMENT**

14.1 Moore moved to adjourn. Garvin seconds. Motion passed 4-0-0 @ 9:18pm

Respectfully Submitted,  
Megan Fleagle

**Washington School District  
2022-2023 Student/Staff Calendar**

21 Student  
24.5 Staff

August/September				
M	T	W	T	F
NE	NE	(24)	(25)	(26)
X	X	31	1	X
X	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	ER	29	30

18 Student  
18 Staff

February				
M	T	W	T	F
		ER	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
X	X			

20 Student  
20.5 Staff

October				
M	T	W	T	F
3	4	5	6	7
X	11	12	13	14
17	18	19	ERC	21
24	25	26	27	28
31				

20 Student  
20.5 Staff

March				
M	T	W	T	F
		X	X	X
6	7	8	9	10
13	14	15	16	17
20	21	22	ERC	24
27	28	29	30	31

18 Student  
18 Staff

November				
M	T	W	T	F
	1	2	3	4
7	8	9	10	X
14	15	16	17	18
21	22	X	X	X
28	29	30		

15 Student  
15 Staff

April				
M	T	W	T	F
3	4	ER	6	7
10	11	12	13	14
17	18	19	20	21
X	X	X	X	X

15 Student  
15 Staff

December				
M	T	W	T	F
			1	2
5	6	ER	8	9
12	13	14	15	16
19	20	21	X	X
X	X	X	X	X

22 Student  
22 Staff

May				
M	T	W	T	F
1	2	3	4	5
8	9	ER	11	12
15	16	17	18	19
22	23	24	25	26
X	30	31		

21 Student  
21 Staff

January				
M	T	W	T	F
2	3	4	5	6
9	10	ER	12	13
X	17	18	19	20
23	24	25	26	27
30	31			

10 Student  
11.5 Staff

June				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	ER	(15)	MU
MU	MU	MU	MU	23
26	27	28	29	30

95 Student /99 Staff Days

85 Student /87 Staff Days

**TOTAL DAYS: 180 Student /186 Staff**

( ) = No School for Students

X = No School for Students or Staff

ER = Early Release for Students / Prof. Development for Staff 9/28, 12/7, 1/11, 2/1; 4/5, 5/10, 6/14 - Parent-Teacher Conferences - 10/20 and 3/23

Aug 22 & 23.....New Educator Induc. & Orient.  
Aug 24-26.....Professional Development Days  
Aug 31.....First Day for Students  
Sept 2 & 5.....Labor Day  
TBD Campus Wide Open House  
Oct 10.....Columbus Day  
Oct 20.....Parent/Teacher Conferences  
Nov 12.....Veteran's Day  
Nov 23-25.....Thanksgiving Recess

Dec 22-Dec 31.....Holiday Recess  
Jan 16.....Martin Luther King Jr./Civil Rights Day Holiday  
Feb 27-Mar 3.....Winter Recess  
Mar 23.....Parent/Teacher Conferences  
Apr 24-28.....Spring Recess  
May 29.....Memorial Day Holiday  
June 9.....Graduation Day  
June 14.....Last Day of School for Students ER for students  
June 15.....Professional Development Full Day

Approved by the Washington School Board:

## WASHINGTON SCHOOL DISTRICT

## FINANCIAL REPORT YTD BY OBJECT

Fiscal Year: 2021-2022

From Date: 5/1/2022 To Date: 5/31/2022

☐ 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	\$9,583.40	\$278,298.88	\$123,991.00	\$81,963.53	\$42,027.47	10.45%
10.0000.000.111.0	SUPPORT STAFF	\$53,941.08	\$0.00	\$53,941.08	\$1,223.36	\$38,833.90	\$15,107.18	\$8,375.08	\$6,732.10	12.48%
10.0000.000.113.0	PRINCIPAL OFFICE SALARY	\$44,817.36	\$0.00	\$44,817.36	\$1,271.08	\$38,086.96	\$6,728.40	\$5,020.61	\$1,707.79	3.81%
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	\$216.25	\$5,487.00	\$2,013.00	\$0.00	\$2,013.00	26.84%
10.0000.000.211.0	HEALTH INSURANCE	\$103,100.99	\$0.00	\$103,100.99	\$3,848.48	\$78,083.64	\$25,017.35	\$21,976.04	\$3,041.31	2.95%
10.0000.000.212.0	DENTAL INSURANCE	\$6,309.72	\$0.00	\$6,309.72	\$264.82	\$5,286.33	\$1,023.39	\$1,598.07	(\$574.68)	-9.11%
10.0000.000.213.0	LIFE INSURANCE	\$518.40	\$0.00	\$518.40	\$19.98	\$406.26	\$112.14	\$112.14	\$0.00	0.00%
10.0000.000.214.0	LONG TERM DISABILITY	\$809.52	\$0.00	\$809.52	\$30.36	\$611.92	\$197.60	\$166.87	\$30.73	3.85%
10.0000.000.220.0	FICA	\$38,804.65	\$0.00	\$38,804.65	\$1,259.04	\$28,327.30	\$10,477.35	\$7,162.08	\$3,315.27	8.54%
10.0000.000.230.0	NHRS	\$85,505.55	\$0.00	\$85,505.55	\$2,801.85	\$56,793.66	\$28,711.89	\$15,517.97	\$13,193.92	15.43%
10.0000.000.240.0	TRAINING AND TUITION	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$1,060.00	\$3,940.00	\$0.00	\$3,940.00	78.85%
10.0000.000.250.0	REIMBURSEMENT	\$500.00	\$0.00	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	0.00%
10.0000.000.260.0	UNEMPLOYMENT	\$500.00	\$0.00	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	0.00%
10.0000.000.260.0	COMPENSATION	\$2,636.00	\$0.00	\$2,636.00	\$0.00	\$1,418.10	\$1,217.90	\$0.00	\$1,217.90	46.20%
10.0000.000.260.0	WORKERS COMPENSATION	\$400.00	\$0.00	\$400.00	\$0.00	\$275.50	\$124.50	\$0.00	\$124.50	31.13%
10.0000.000.310.0	BENEFITS	\$174,478.00	\$0.00	\$174,478.00	\$0.00	\$163,885.00	\$10,593.00	\$0.00	\$10,593.00	6.07%
10.0000.000.330.0	PROFESSIONAL SERVICES	\$58,675.00	\$0.00	\$58,675.00	\$0.00	\$20,276.33	\$38,398.67	\$18,789.45	\$19,609.22	33.42%
10.0000.000.360.0	LEGAL AND AUDIT FEES	\$15,000.00	\$0.00	\$15,000.00	(\$6,099.00)	\$6,453.97	\$8,546.03	\$8,546.03	\$0.00	0.00%
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	\$1,972.00	\$17,057.82	\$18,860.68	\$3,371.48	\$15,489.20	43.12%
10.0000.000.442.0	RENTAL OF EQUIPMENT	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$5,009.75	(\$8.75)	\$614.29	(\$624.04)	-12.48%
10.0000.000.510.0	TRANSPORTATION	\$197,420.00	\$0.00	\$197,420.00	\$0.00	\$146,203.66	\$51,216.34	\$34,771.29	\$16,445.05	8.33%
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	\$2,882.50	\$617.50	\$974.90	(\$357.40)	-10.21%
10.0000.000.534.0	POSTAGE	\$250.00	\$0.00	\$250.00	\$0.00	\$185.74	\$64.26	\$14.26	\$50.00	20.00%
10.0000.000.540.0	ADVERTISING	\$1,000.00	\$0.00	\$1,000.00	\$90.00	\$1,490.64	(\$490.64)	\$140.88	(\$631.52)	-63.15%
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	\$818,033.99	\$832,785.01	\$829,921.01	\$2,864.00	0.17%
10.0000.000.560.0	TRAVEL	\$1,250.00	\$0.00	\$1,250.00	\$0.00	\$323.87	\$926.13	\$176.13	\$750.00	60.00%
10.0000.000.610.0	SUPPLIES	\$14,700.00	\$0.00	\$14,700.00	\$337.61	\$10,622.81	\$4,077.19	\$1,433.91	\$2,643.28	17.98%
10.0000.000.622.0	ELECTRICITY	\$17,500.00	\$0.00	\$17,500.00	\$1,771.07	\$15,342.02	\$2,157.98	\$3,157.98	(\$1,000.00)	-5.71%
10.0000.000.623.0	GAS UTILITY	\$17,000.00	\$0.00	\$17,000.00	\$850.67	\$21,205.69	(\$4,205.69)	\$980.23	(\$5,185.92)	-30.51%
10.0000.000.640.0	BOOKS	\$4,200.00	\$0.00	\$4,200.00	\$354.23	\$1,011.95	\$3,188.05	\$4.65	\$3,183.40	75.80%
10.0000.000.641.0	SOFTWARE	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$1,631.00	\$3,369.00	\$0.00	\$3,369.00	67.38%

Printed: 05/09/2022 2:19:31 PM Report: rpt/GLGenRptwBudgetAdj

2021.4.18

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## WASHINGTON SCHOOL DISTRICT

## FINANCIAL REPORT YTD BY OBJECT

Fiscal Year: 2021-2022

From Date: 5/1/2022 To Date: 5/31/2022

☐ 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
10.0000.000.730.0	EQUIPMENT	\$3,350.00	\$0.00	\$3,350.00	\$0.00	\$676.91	\$2,673.09	\$0.00	\$2,673.09	79.79%
10.0000.000.810.0	DUES & FEES	\$4,644.00	\$0.00	\$4,644.00	\$0.00	\$3,377.88	\$1,266.12	\$0.00	\$1,266.12	27.26%
10.0000.000.890.0	MISCELLANEOUS	\$2,975.00	\$0.00	\$2,975.00	\$0.00	\$843.54	\$2,131.46	\$0.00	\$2,131.46	71.85%
10.0000.000.930.0	FUND TRANSFER	\$67,000.00	\$0.00	\$67,000.00	\$0.00	\$55,000.00	\$12,000.00	\$0.00	\$12,000.00	17.91%
<b>Grand Total:</b>		<b>\$3,042,664.65</b>	<b>\$0.00</b>	<b>\$3,042,664.65</b>	<b>\$19,795.20</b>	<b>\$1,828,988.61</b>	<b>\$1,213,676.04</b>	<b>\$1,044,788.88</b>	<b>\$168,887.16</b>	<b>5.55%</b>

End of Report

510,000.16  
 58,887.16