

DUNBARTON SCHOOL DISTRICT
Dunbarton School Board Meeting
20 Robert Rogers Road, Dunbarton, NH 03046

Dunbarton School Board Meeting
Wednesday, January 5, 2011

School Board Members Present:

Deb Foster, Chair
Rene Ouellet, Vice Chair
Carl Metzger
Deb Trottier
Betty Ann Noyes (excused absence)

Administration Present:

Stacy Buckley, Superintendent
Ray Labore, Business Administrator
Carol Thibaudeau, Principal

Call to Order

Deb Foster called the meeting to order at 7:17pm

Approval of December 1, 2010 School Board Minutes

Rene Ouellet motioned to approve the minutes with the following change – Page 5, 1st sentence remove (s) from keys so that the sentence reads as follows:to set up 2 key system, seconded by Carl Metzger – Vote 4-0-0 – All in favor – Motion Passed

Correspondence

- MCR Medical Supply thank you letter from Ray Labore regarding donation of CPR Barriers “Safety Back Pack”
- Announcement from the Dunbarton Public Library regarding their January 15th annual open house –

Public Comment

None

Business Operations/Financials

A. Manifests and Vouchers

Carl Metzger made a motion to accept the manifest in the amount of \$280,757.91 seconded by Deb Trottier – Vote 4-0-0 – All in favor – Motion Passed

B. Expenditure Report

Mr. Labore stated that there were no new items beyond those already addressed to bring to the Board’s attention.

Principal’s report

- 3 DES teachers officially earned their Master’s degrees in December: Candace Harrison, Leann McCormack, & Lisa Turcotte.
- Leann McCormack, 3rd grade teacher met with the Historical Awareness Committee. The goal is to create a series of local history lessons for students K-6.
- Barbara Robidoux arranged for staff to participate in author/poet, Georgia Heard’s 4 part series webinar (4:00-5:15) on research writing.
- December’s Teacher Workshop Day was dedicated to: *Promethean* Board training, *Responsive Classroom*, *EDM E-Suite* session & cross-grade level teacher meetings. All sessions were facilitated by Dunbarton teacher leaders: Colleen Campbell, Sara Wight, Candace Harrison, Kate Tomasi, & Robin Gagne.
- Math Mondays are starting up @ DES where specific teachers are meeting after school from 2:45-3:30 with students to strengthen their math skills.
- February Winter Concert dates are February 16th (K-3) & February 17th (4-6)
- The DES Student Council, under the guidance of advisors, Kate Tomasi, 4th grade teacher, & Matt Polzin, 6th grade teacher collected more than 150 gifts including a 32” TV from the PTO and delivered to the Nashua Children’s Home on December 20th.
- Winter Activities include: skiing @ Pat’s Peak, bowling @ King Lanes, snowshoeing/hiking, mini murals, technology, and mini sports

- A service call was placed on December 10th to service the HX1 in the 4-6 wing.
- Underground storage tank serviced and proper reports have been filed with the state – DES in compliance.
- We have painted, cleaned and restructured the former PTO rm. for students & cleaned out the downstairs storage room.
- School Fire and Life Safety Inspection Checklist was received - All issues found last year have been addressed & corrected and DES is compliant with all fire & safety requirements.

Superintendent Report

- The deadline for submitting the reports for the 2010 Annual Town Report is Friday, January 7th
- Policy sections C and D will be reviewed and will be brought forward for the Board's 1st read in February.
- A late January Board meeting will be needed to ratify the teachers' contract.

PTO Report (Shelley Westenberger Reporting)

- Holiday custom party was a success
- The "snowflake" supper for the artist-in-residence program was cancelled
- Jan. 14th is PTO Movie Night (6:30pm) @ Community Center. The movie is "Despicable Me"
- Continuing to look for a replacement for the Spanish teacher
- The PTO purchased and delivered a 32" TV to the Nashua Children's Home on December 20th

Selectmen Liaison Committee Report

Rene Ouellet reported that he had an informal discussion with the selectmen regarding the key system and the steam table. Mr. Ouellet stated that a more formal discussion will take place with the selectmen and a report will be made to the Board.

Old Business

3rd Read of DRAFT 2011 Warrant Articles

The Board discussed the Warrant Articles as follows:

Articles 1 through 4 - No changes were made; **Article 5** – Rene Ouellet stated that he would like to keep this Article on the Warrant as it is an opportunity for the public to have a choice if Article 4 should fail. The Board tabled further discussion of Article 5 for the next Board meeting; **Article 6** – The following changes were made; removal of the following wording ...and further to appoint the Dunbarton School Board as agents to spend from this fund. ***Rene Ouellet moved to recommend Article 6 as amended, seconded by Deb Trottier. Vote 4-0-0 - All in favor – Motion passed.*** **Article 7** – Special Education Fund – was removed; **Article 8** – Becomes Article 7 – The following changes were made to the Article wording. 1st sentence of the Article – remove the wording as additional replace it with up to. The amount for deposit is \$10,000; removal of the following wording – and further to appoint the Dunbarton School Board as agents to spend from this fund. ***Rene Ouellet motioned to recommend Article 7 as amended, seconded by Carl Metzger – Vote 4-0-0 – All in favor – Motion Passed.*** Mr. Ouellet stated that the public should be made aware that money will have to be deposited into the existing Dunbarton School Capital Reserve Fund for many years to come.

Budget Review

Mr. Labore discussed the general fund, operating budget and food service lines (handout). The Board discussed various options - removal of one seat from the high school and shelving. The Board discussed revenues (actual and anticipated) and the resulting effect on the bottom line. Deb Foster stated that the Board is doing everything they can not to increase the tax rate. Mr. Labore stated that the unreserved fund balance and adequacy monies are the drivers. Mrs. Buckley recommended the Board contact their state representative regarding funding. Final determination of revenues and increase projection for unreserved fund balance will be discussed at next Board meeting in greater detail.

CIC Report -

Jeff Trexler reported on the status of the solar panels. Parties continue negotiations and discussions with the installer regarding placement of the plumbing, payments due and the delay in receiving grant money.

Mr. Trexler stated he was currently reviewing/developing the Master Plan for capital projects and will develop a short list of projects that he would share with the Board as he feels it would be helpful to the Board when addressing/discussing Article 7 at the public at the Budget. Article 7 is asking the public to vote to raise an appropriate up to \$10,000 for deposit into the existing Dunbarton School Capital Reserve Fund

Status of New Key System

Carol Thibaudeau reported that the new key system was not installed during the holiday vacation week as planned but was scheduled for installation next week. Mrs. Thibaudeau stated that there would be 2 different keys – 1 key would be universal and would open the school and community center doors and one key would be strictly for the community center. Mrs. Thibaudeau reviewed the current policy for distribution of loaner keys (a key is signed out and returned the following day). Mrs. Thibaudeau stated that the policy regulations will need to be revised to reflect changes that have been implemented since the regulations were written. Mrs. Thibaudeau stated she compiled a list of individuals which she will notify when the new key system is in effect. Mrs. Buckley stated that the Board Chair and Superintendent should be given a universal key.

New Business

DRAFT 2011-2012 School District Calendar

Superintendent Buckley stated that the DRAFT School District Calendar will be brought forward at the February Board meeting as further discussion/review is needed regarding the November 8th TW day.

Food Service Update

Superintendent Buckley reported that Megan Bizzarro, Food Service Director for the Goffstown School District met with Pat Lackner and recommended the following be considered to the daily running of the food service program: Food purchased once a month versus twice a month; cutting back on purchasing dry goods; joining a buying group with New Boston and Goffstown school districts; on-line training on the use of “mealtime” software will cut duplication of paperwork; reducing the number of lunch options; SAU level approval is needed before committing to catering events; continuing to advertise that students do not have to prepay lunches and can purchase lunches on a daily basis.

Energy Audit Report –

Ray Labore stated that the energy audit was conducted on December 10th and the final report would be available later this week or next week according to John Stevens. The Board requested this be placed on the February Board agenda.

NHSBA – Delegate Assembly

Carl Metzger will be attending the NHSBA Delegate Assembly on January 15th.

Track Change Notification

None

Public Comment

Shante Berube stated that she was under the impression the lunch program was a self sustaining program and was surprised to hear that it was running a deficit. Board members and administration listed various reasons for the deficit; a reduction in volunteer help; rising food costs; increase in benefit payments; decrease in lunches purchased (78 lunches purchased on average in 2005 vs 65 lunches purchased in 2009-10).

Other Business that May Legally Come Before the Board Meeting

The Board scheduled a board meeting for January 26th @ 6:00pm. The meeting will be posted.

Adjournment

Deb Trottier motioned to adjourn the meeting at 8:40pm – seconded by Rene Ouellet. Vote 4-0-0 All in favor – Motion Passed.

Respectfully submitted by:

Denise F. Morin
Secretary Pro-Tem