

Dunbarton School District
Dunbarton, New Hampshire

December 1, 2010 - Dunbarton School Board Meeting Minutes

Board Members present

Debra Foster

Rene Ouellet

Betty Noyes

Deborah Trottier

Carl Metzger

Administration present

Stacy Buckley, Superintendent

Carol Thibaudeau, Principal

Ray Labore, Business Administrator

Call to Order

Debra Foster called the meeting to order at 7:15 pm. Carol Thibaudeau led the Pledge of Allegiance.

Approval of November 3, 2010 School Board Minutes

Rene Ouellet moved to accept the minutes as printed. Carl Metzger seconded the motion.

VOTE: All in Favor. MOTION PASSED

Correspondence

None

Public Comment

None

Business Operations/Financials

A. Manifests and Vouchers

Carl Metzger made a motion to accept the manifests in the amount of \$228,798.61.

VOTED: All in favor. MOTION PASSED

B. Expenditure Report

Mr. Labore reviewed the Dunbarton expenditure status report and explained that \$1,000.00 is going to the Kitchen Fund and \$10,000.00 into the Special Ed Fund. He also pointed out that account 211 under function 1100 was overspent by \$10,505.82 as a result of two additional staff taking the insurance.

Betty Noyes asked how many take the insurance. Mr. Labore will look into that and report at the next meeting. Mrs. Noyes also asked for the number of those who don't take the insurance.

Principal's Report

Mrs. Thibaudeau reported:

- Enrollment is now at 191 an increase of 1.
- The HX-1 in the 4-6 wing is still not working; there is excessive heat. We will need another service call

- Megan Bizzarro from Goffstown came to assess our steam table and concurs that it needs to be replaced. We received 2 estimates. The lower quote was \$2,125.00 from Northeast Food Service
- In follow-up to the Department of Environmental Services inspection of the underground storage tank, Scott received an estimate from American Tank Management. They will replace the monitoring system on the #2 fuel tank for \$2,760.00. This quote is for both labor and materials. This quote is just for the tank monitoring system. Our Emergency Maintenance Fund would cover the cost.
- The School needs the Board's recommendation as to what to do with the old sound system. Deborah Trottier stated that she will contact the library to see if they are interested in it.
- We held a Veterans' Ceremony on November 10th and received several compliments.
- We utilized the new stage and sound system for the 11/19 Student Spotlight and it worked great. It does take more time to set up the new stage.
- The Geography Bee is in progress. The students are very motivated.
- On November 24th, our entire staff and student body watched the MVMS performance, *Fairy Tale Bits and Bytes @ DES*. It was a wonderful way to connect with the Middle School.
- The Enrichment program of "Mad Science" is scheduled for December 7th and 8th.
- Book Club will start on December 7th and we will have a webinar on December 8th.
- The music concert will be held in February.

Superintendent's Report

Mrs. Buckley reported:

- They are working on the school calendar for next year and will have it for the next Board meeting
- The results of the parents' survey will be presented at the next meeting. 1,025 responses from all 7 schools were received. The results are positive for Dunbarton.
- We are painting the SAU!
- We had a Medicaid audit and had some findings in all three districts. Dunbarton will have to pay back \$13,797.00 for a student that was receiving nursing units that were incorrectly billed.
- We received some information on the education job funding program; ½ of the state's share will go to Adequacy aid. The other ½ is going to be distributed to districts. Dunbarton will be receiving \$26,895.45. Mrs. Buckley also stated that we have to apply for it and need to think about the best way to use it. We can use it either this year or next year.

Debra Foster asked about the letter sent to Dunbarton parents about the truancy policy. Mrs. Buckley stated that by law they have to send it to the parents. This was a copy of the policy that the board just approved.

Mrs. Thibaudeau stated that there was a miscommunication and some teachers thought that the notice should go out with the Thursday notices and some thought it should go out with the report cards on Friday.

The bus company had a bullying training session. Mr. Ouellet asked what the message was to the bus drivers. Mrs. Buckley stated that it was made very clear that bullying needs to be reported.

Rene Ouellet made a motion to appropriate \$2,760.00 for replacement of the monitoring system for the oil tank to be done by American Tank Management. Carl Metzger seconded the motion. VOTE: All in Favor. MOTION PASSED.

Mrs. Buckley stated that \$1,000 was just deposited into the kitchen fund and asked if we should use the fund to pay for the new equipment. Mr. Ouellet commented that the Selectmen should be part of the decision-making. Ray suggested that we purchase it now and discuss the fund use further in the year.

Betty Noyes will call Les Hammond to let him know about the plans to replace the steam table. The money will come out of the food service and we will take the balance out of the kitchen reserve fund at the end of the year if needed. The cost is \$2,125.00.

Rene Ouellet made a motion to appropriate \$2,125.00 to replace the steam table and enter into the contract with Northeast Food Service. Deborah Trottier seconded the motion. VOTE: All in favor. MOTION PASSED

PTO Report

Michelle Novakowski reported.

- In November they had a family counselor from Bedford do some workshops. It was well received. Topic was empower our kids in today's society. About 20 people attended.
- They had their Smores night last month and it was very successful. Approximately 150 people attended.
- They are not able to offer Spanish lessons this year. The teacher took a new position and can't do it.
- Next month they will have a movie night.
- Ticket sales were low for the Harvest Moon supper. We served approximately 200 people. The raffle was successful and the proceeds go toward the Artist in Residence program. The Goffstown strings came and played.

CIC Committee Report

Jeff Trexler presented. The solar panel project is still underway. John Stevens gave an update on the installation. The contractor worked on the 20th and 26th of November. All the major components are installed. The contractor will return to complete the installation either this coming Saturday or on December 10th, a teacher workshop day. On the 10th the contractor will be revising the plumbing they hooked up on the 26th and will have to shut off the water pressure for ½ hour or so. Mr. Stevens asked if that would be a problem. Mrs. Buckley stated that it wouldn't be a problem as long as they know what time it would happen. Mrs. Buckley suggested that Carol Thibaudeau contact the fire department to let them know. They may need to return one more time. George Holt will be contacting the school to coordinate.

Debra Foster asked if the roof is all sealed from when it was penetrated during installation. Mr. Trexler stated that he inspected the area and will re-inspect. He explained that in order to install the panels, the contractor had to cut out small areas of our foam insulation. They bought cans of the foam to fill in however, Jeff suggested that they wait a year to see if there are any leaking problems before buttoning it up tight. He is not worried about heat loss.

John Stevens reported that he received an email from the offices TRC and OEP and they want to do a site visit. Mr. Stevens will coordinate a time with Mrs. Thibaudeau.

The site work of the audit happened on November 11th. Mr. Stevens report that they picked up a few interesting things about the building. The draft report is due in mid December.

Mr. Trexler stated that he did not review the Long Term Capital Improvements Plan. He suggested that we meet with the Capital Improvement Planning Committee on the town side to see how they plan. It might help us to have a similar plan. Jeff will have a CIC meeting to brainstorm.

Debra Foster asked if there will be a press release once the solar panels are up and running. Mr. Stevens stated that a couple of Ms. Schult students are going to write an article for the paper. One of the students was present at the installation and taking pictures. Carol Thibaudeau will notify the PR committee and Ms. Schult.

Selectman Liaison Committee Report

No report

Old Business

A. Second Read Policies

Policy ECAF – Audio and Video surveillance on school buses

Mrs. Buckley stated that there were two changes made to the policy.

Mrs. Buckley stated that she is working with all 3 districts on this policy and once all 3 districts have approved the policy then it will go into effect. Mr. Ouellet suggested putting the bus company's letter with the policy.

Carl Metzger made motion to accept the Audio and Video Surveillance Policy - ECAF. Deborah Trottier seconded the motion. VOTE: All in Favor. MOTION PASSED

B. School Building Key Research

Carol Thibaudeau stated that they spoke to All Safe and Lock Company. All Safe recommended that we install new lock cylinders with new keys for the school but not the Community Center. All Safe didn't recommend a punch code. They think a key gives more security. They suggested keeping the Community Center as it is now. This will mean we have security for the school.

The total quote for material and labor is \$676.25. Mrs. Thibaudeau looked up two old quotes which were \$850.00 and over \$1,000.00.

Mr. Ouellet also stated that we should we explore replacing the key locks for the gym doors as well.

Mr. Ouellet made a motion to appropriate \$676.25 to enter into a contract with All Safe and Lock Company to replace the school building keys excluding the Community Center. Carl Metzger seconded the motion.

Mrs. Thibaudeau stated that the new keys would be restricted keys. Mrs. Buckley stated that the Board should consider appropriating money for replacing the locks in the Community Center at this time because All-Safe may give a better price if he is doing it all at once.

Mr. Ouellet withdrew his motion to appropriate \$676.25. Mr. Metzger withdrew his second.

Mr. Ouellet made a motion to appropriate no more than \$1,250.00 for a contract to set up 2 key systems – one for the school and one for the community center. Betty Noyes seconded the motion. VOTE: All in favor – MOTION PASSED

The Board discussed key distribution and process. Stacy and Carol will review the policy and process and come back to the Board with suggestions.

C. 2nd read draft 2011 Warrant articles

Mrs. Buckley stated that the Board still has time to discuss the Warrant Articles. The Board asked how much was in the Special Education Trust Fund. Mr. Labore stated that the amount in the fund is between \$96,000.00 - \$100,000.00 with the deposit that was just made. The board discussed the articles and will continue discussion at the next meeting.

AREA Agreement

Carl Metzger and Rene Ouellet met with Kevin Collimore and Wendy Lambert of the New Boston School Board. Mr. Ouellet reported that at some point we have to make plans about the AREA Agreement and engage in that process. We reviewed options and what might be possible for us. New Boston wanted to know if we were interested in exploring options. We talked that it may be worth looking at surrounding communities to satisfy ourselves and whatever way we choose we know we've done our homework.

New Business

A. Budget Review

Rene Ouellet stated that he appreciated the work that Mrs. Thibaudeau, Mr. Labore and Mrs. Buckley did with the budget. He also stated that in order to know how to proceed we need to know more about negotiations and the staff agreements.

A budget workshop was scheduled for December 21st at 5:30 pm.

Regarding Projected Revenues, Mrs. Buckley explained that next year the collar comes off for the adequacy grant. The question is whether we should keep adequacy the same or use the projected dollars when we don't know what legislation will do.

Mr. Labore stated that the Unreserved Fund is \$75,000.00 right now. There is a \$.02 increase in the tax rate over this year with these figures.

Mrs. Buckley stated that by January we will have a better assessment of legislation and how adequacy may be impacted.

Public Comment

Jeff Trexler stated that most residents' taxes went up this year. He had concerns about this and the impact it has on the residents.

Track Change Notification

Mrs. Buckley will add this to next month's agenda.

Other Business that May Legally Come Before the Board Meeting

Non-Public Session RSA 91-A:3. II

Mr. Ouellet made a motion to go into non-public session to discuss the dismissal, promotion, compensation or disciplining of any public employee at 8:47 p.m. Carl Metzger seconded the motion. VOTE: All in Favor. MOTION PASSED.

Carl Metzger left the meeting at 9:23 p.m.

Rene Ouellet made a motion to leave non-public session at 9:24 p.m. Deborah Trottier seconded the motion. The Chair took an additional voice poll of each Board member. VOTE: All in Favor. MOTION PASSED.

Rene Ouellet made a motion to affirm the decisions made during the non-public session. Deborah Trottier seconded the motion. VOTE: All in Favor. MOTION PASSED.

Rene Ouellet made a motion to seal the minutes of the non-public session for a period of 10 years. Deborah Trottier seconded the motion. VOTE: All in Favor. MOTION PASSED.

Adjournment

Deborah Trottier made a motion to adjourn at 9:26 pm. Rene Ouellet seconded the motion. VOTE: All in Favor. MOTION PASSED.

Respectfully submitted by

Judith van Kalken
Recording Secretary