

NEW BOSTON SCHOOL DISTRICT
New Boston, New Hampshire 03070

NEW BOSTON SCHOOL DISTRICT SCHOOL BOARD MEETING
Wednesday, November 16, 2016 - 6:30 PM

New Boston Central School Library
15 Central School Road, New Boston, NH 03070

PRESENT

SCHOOL BOARD

Wendy Lambert
Bill Schmidt
Glen Dickey
Fred Hayes

ADMINISTRATORS

Brian Balke, Superintendent
Tori Underwood, Principal
Tim Stokes, Assistant Principal
Ray Labore, Business Administrator
Jenn Gilliland, Special Education Facilitator

OPENING

CALL TO ORDER

Wendy Lambert called the meeting to order at 6:30 PM with the Pledge of Allegiance.

APPROVAL OF OCTOBER 26, 2016 SCHOOL BOARD MEETING MINUTES

Glen Dickey moved to approve the October 26, 2016 School Board meeting minutes as written. Bill Schmidt seconded the motion. The Board then reviewed the October 26, 2016 School Board meeting minutes and made the following changes:

Page 1, under Correspondence, second to last sentence, change “love” to “lose”

Page 2, under Principal’s Report, third bullet, change “Ken” to “Kevin”

Page 3, second line, change “considering” to “discussing”

Page 3, third line, change “feeds” to “fees”

Page 3, under NBCS Sign, change “Mackie” to “Mackey”

Page 4, under 9-Month Maintenance Position Proposal, third line, add “as funds allow”

Glen Dickey moved to approve the October 26, 2016 School Board meeting minutes as amended. Bill Schmidt seconded the motion. The motion carried (4-0 Kary Jencks absent)

CORRESPONDENCE

Brian noted the Correspondence folder contained the following:

- A thank you letter sent to Mark Smith for his gift of an iMac printer for the Special Education Department.
- An article in the newspaper from the City of Franklin. Franklin wrote this article due to their concern that NH towns are losing Adequacy Aid as stabilization funding is being removed from the NH budget.
- A letter to the Trustees of the Trust Fund to make two deposits in the Building and Renovation CRF.
- NEAP Assessment results showing NH did well.
- Brian researched the REAP grant requirements as the Board asked him to at the last meeting and found that the student enrollment limit to qualify for this grant is 600. NBCS enrollment is increasing and getting close to this number. The district may no longer qualify for this grant once this occurs.
- An e-mail from a parent thanking the Board and District for allowing their children to attend NBCS from the start of the school year, as they were in the process of moving to New Boston.
- A letter from Technology Director Gary Girolimon as he is updating the website. Brian noted he recently learned of some internet issues where school and municipal websites are vulnerable when this was discussed at a Business Administrators Conference.

PUBLIC COMMENT

None.

BUSINESS OPERATIONS/FINANCIALS

MANIFEST AND VOUCHERS

Glen reviewed the October 26, November 2 and November 16 manifests and noted they contained the following:

- One double payment was remedied.
- The Goffstown Truck Center camera fee is built into the contract.
- There was a \$2 million void. This was a check reversal due to problems with the Pentamation system used by the Business Office. Brian noted a committee is forming if any Board members are interested in helping to select a replacement system to be recommended next year.
- Art materials at \$123.75
- National Geographic subscription for students
- The last oil remediation payment. Ray noted the oil remediation project is now complete. The district paid \$1,500 for this project (the insurance policy deductible). The state reimbursed the rest of the \$100,000 in costs. Juneau has been checking the water supply in the area. The District's business with Arbor Construction has concluded.
- Johnsonite Cove Base-vinyl trim for the hallway where the epoxy floor was done.

Glen Dickey moved to approve the October 26, 2016 manifest in the amount of \$2,388,427.31. Fred Hayes seconded the motion. The motion carried. (4-0)

Glen Dickey moved to approve the November 2, 2016 manifest in the amount of \$117,385.41. Fred Hayes seconded the motion. The motion carried. (4-0)

Glen Dickey moved to approve the November 16, 2016 manifest in the amount of \$279,900.95. Fred Hayes seconded the motion. The motion carried. (4-0)

WHITE BUILDING UPDATE

Ray reported he worked to determine how much the District would owe the Recreation Department should the school take over the White Buildings per the agreement with the Recreation Commission. The total is \$20,000 amortized over five years. One year has elapsed so \$16,000 would be owed at this time. That will decrease by \$4,000 per year for the next four years, and the years do not have to be consecutive. The chairman signed an amendment to add dates. Any improvements the Recreation Department makes to the White Buildings are their responsibility. Ray will ask them what renovations they have made for notification purposes, not approval.

REPORTS

PRINCIPAL'S REPORT

Tori Underwood reported the following:

- The first Community Meeting took place last week and went well.
- The SAU is moving to an electronic method for staff to request sick time and leave and holding workshops for staff to learn this process.
- Tomorrow is the Artist In Residence unveiling. Tiles created by students for the school were installed by teachers and one student on November 8, a day off for teachers. Tomorrow night's ceremony for families will begin in the gym and then go to view the tiles. The students also make one tile to take home.
- The third graders will go on their field trip to the Indian Museum Monday.
- Sixth graders will have a presentation on Pyramids and Pharaohs Wednesday.

SUPERINTENDENT'S REPORT

Brian Balke gave the Superintendent's report:

- A safety meeting took place yesterday with all Police and Fire Chiefs and Principals working on reunification plans.
- The corner of the driveway by the portable will be fixed as soon as possible.
- The Goffstown Educators Union and the Goffstown School Board ratified its contract for the Goffstown Warrant. The Goffstown School District presented its budget to the Goffstown budget committee with a \$130,000 difference between the proposed Operating and Default budgets.

- Brian spoke with Ryan Mackey who proposed a new sign for NBCS for his Eagle Scout project. Ryan said he does not have an update yet and he is still researching options for a sign.
- Brian is working with a structural engineer to determine the severity of a cracked concrete wall in the gym containing a basketball hoop. Brian is trying to expedite this project as young children use this hoop for the Recreation Basketball program that begins soon.
- Human Resources Director Kate Magrath is working on costing out the NBCS Maintenance position approved at the October 26 Board meeting and Brian will bring this information forward at the next Board meeting.
- Interviews are taking place for the NBCS Special Education Administrative position the Board approved at a recent meeting.

GOFFSTOWN SCHOOL BOARD SUB-COMMITTEE REPORTS

C&E COMMITTEE REPORT (NEXT MEETING 12-12-16 @ 7:00 PM @ SAU)

Wendy reported Kary was unable to attend. Wendy will ask Assistant Superintendent MaryClaire Barry for an update.

POLICY REVIEW COMMITTEE REPORT (12-12-16 @ 6:00 PM @ SAU)

Fred reported MaryClaire is still working with Gary on the Photography of Students policy. The Committee is reviewing the School Board Association spring and fall updates. Denise prepared a list of all Goffstown policies and the date they were last Board reviewed.

NEW BOSTON POLICY REVIEW COMMITTEE REPORT (NEXT MEETING 11-17-16 @ 5:30 PM @ NBCS LIBRARY)

Fred reported the Committee is reviewing the School Board Association spring and fall updates. He asked Denise to prepare a list of all New Boston policies and the date they were last Board reviewed.

OLD BUSINESS

BBAA-Board Member Authority-2nd Read

The Board deferred this item to the next Board meeting pending Committee research on questions the Board raised at the October 26 Board meeting.

NEW BUSINESS

SMARTER BALANCED PRESENTATION

Tori distributed a handout comparing test scores in New Boston and the state for the Smarter Balanced testing students took in the spring. 2016 results were compared to 2015 results. New Boston students improved in 2016 and in both years performed well above the state percentage. Fred asked Tori to research this further for budget presentations and compare New Boston results to all NH towns to show the results New Boston is getting from one of the lowest per student costs in the state, resulting in great student achievement. NBCS students worked hard and took this challenging test seriously and the Administrators and teachers are very proud of the students and excited about the results.

1ST DRAFT 2017 WARRANT ARTICLES

The Board reviewed the proposed Warrant Articles as follows:

- Article 1: There are many School District officer openings this year. Kary and Fred's School Board terms are up. The Moderator, Treasurer and Clerk terms are also up.
- Article 2: This is the Operating Budget Article.
- Article 3: This is the Article for deposit into the Building and Renovation CRF. The Board considered requesting \$50,000 as it historically has, or increasing the request to \$100,000, as there are many outstanding building needs at NBCS that the Board could use this CRF for. Facilities Director Randy Loring will work with Brian and Ray to plan projects for next year that could be paid out of this CRF. This balance is projected at \$234,500 for the end of this year. The NBCS building is an important town asset that needs to be properly maintained.
- Article 4: This is the Article for deposit into the Special Education CRF. The Board decided to remove this article. This CRF has a current balance of approximately \$150,000.

- Warrant Article approved last year created a 2.5% contingency fund CRF. A Warrant Article is not needed to deposit funds into this CRF each year. Ray noted the maximum deposit allowed into this account in 2016 is \$276,380 but there are no current plans to deposit into this account.
- Former Board Member and current NH Representative Keith Ammon put forward a Warrant Article in recent years for a NBCS donation line to be added to tax bills. This Article passed. The town is responsible to move forward with this but hasn't yet. There is an option to get the Attorney General involved.

2017-2018 PROPOSED SCHOOL DISTRICT BUDGET WORK SESSION

The Board reviewed the line item budget reports and other handouts as follows:

- The Board reviewed a Budget Comparison worksheet similar to the one distributed at Deliberative Session in recent years.
- The Board reviewed a handout of anticipated 2017-2018 revenues. State aid is expected to increase \$200,000 in New Boston but decrease in Goffstown. The Board learned that \$2.14 per \$1,000 raised by NH property taxes goes to the state for school aid to towns. New Boston receives over \$2 million in this aid from the state.
- The Board reviewed a handout of the approximate default budget calculation. This accounts for \$8,100 of one-time expenditures from the 2016-2017 budget. Many District budget items are contractual and cannot be changed by a default budget. This includes tuition to Goffstown, the major driver in the 5% increase in the proposed Operating Budget for 2017-2018, with 30 more New Boston students going to MVS and GHS than prior years.
- The Repair and Maintenance lines have been underbudget in prior years. This has caused needed repairs to be deferred. The amount noted in the proposed budget is the amount Randy recommended according to what he expects spending to be. The Board and Administration will review these items to see if any can be removed from the budget and paid from the Building and Renovation CRF.
- Enrollment: Student enrollment is not going according to the demographic study predictions. Other towns in NH are experiencing a population decrease but New Boston and Goffstown populations are increasing. The Board plans to explain this with supporting data at the Deliberative Session. Brian shared this information at the All-Boards Meeting in April saying 19% of New Boston's total population is school-aged children. Two other NH communities are similar, Windham and Bedford, and both have large education facilities. New Boston's student population percentage has increased since April and Brian will update this information.
- Substitutes: Many districts are having trouble getting substitutes and New Boston and Goffstown are experiencing this.
- Music: Wenger platforms for performances are requested, as it is time to replace the platforms used at NBCS for stability and safety. This is a one-time expenditure.
- New interior door locks are requested for hallway doors. This is similar to a request made last year but are for different doors.
- The Board requested historical spending on a few lines to confirm the request is appropriate.
- Media Generalist Furniture: This request is for student-sized furniture to replace the current large furniture in the library for 2017/2018 as students now receive technology instruction during library time.
- The Insurance Buyout line will be removed as this comes out of the Health Insurance line.
- A recent equipment inspection showed basketball hoop straps need to be replaced. Tori will talk to Recreation Director Mike Sindoni about sharing the cost of these straps and some gym equipment inspections for equipment the Recreation Department uses.
- The current NBCS phone system is obsolete. Gary is researching a new phone system to be paid for with a grant.
- Bus Contract: eleven buses are running for the District. The Board noted the District has a contract with Goffstown Truck Center and Goffstown Truck Center needs to make sure they can fulfill the contract.
- Special Education Transportation could possibly decrease in 2017-2018.
- The Board noted some MVMS and GHS costs are listed in the budget under NBCS costs, such as outside Special Education services and transportation. The Board recommended these be listed separately.
- Homeless Transportation increased due to spending over the last few years. Every case is considered individually.

- Kindergarten: A fourth session was added for 2016-2017 and the same is budgeted for 2017-2018. This item depends on kindergarten enrollment that the Board and Administration are watching closely at all times. Kindergarten registration has begun and potential enrollment tracked as it always is. The Board and Administration hope to have a better procedure for this in the future to help them make decisions.
- MVMS and GHS tuition request is based on October 1 enrollment. Two additional seats are also budgeted that need to remain in the budget until there is money in the 2.5% contingency CRF to cover them. The 2.5% contingency CRF currently has a zero balance. The budget will be updated according to December 1 enrollment at the next Board meeting.
- The request for one on one aides at MVMS decreased.

OTHER BUSINESS THAT MAY LEGALLY COME BEFORE THE MEETING

- The Board reviewed upcoming meeting dates as follows:
 - There is one more Board meeting before the Board meets with the Finance Committee December 15.
 - The next Board meetings are December 7 and 21.
 - The SAU Board Meeting and Public Budget Hearing is scheduled for December 8 at 7:00 PM at NBCS.
 - The Public Budget Hearing and Board meeting are scheduled for January 11.
 - A Board meeting is scheduled for January 25.
- Ray distributed an RFQ for a company to conduct an energy building envelope assessment. The Board will review this and discuss it at their next meeting.

PUBLIC COMMENT

Christina Brissette of Pine Road was present and said she is here after attending the PTA meeting. She thanked the Board for their work and found tonight's meeting to be very informative. She noted she has a third grader and a kindergartener at NBCS. She asked about the possibility of full day kindergarten at NBCS as she has been volunteering in the kindergarten classroom and found it to be very rushed as they are trying to fit what would be done in a full day in other districts into 2.5 hours. Wendy noted the District conducted a very comprehensive kindergarten study six years ago where the outcome was a determination not to move forward with full day kindergarten at NBCS. This study is available on the NBCS website. Brian noted there are many aspects of full day kindergarten. He supports full day kindergarten but there are currently four sections of kindergarten at NBCS and additional space, teachers and equipment would be needed to begin full day kindergarten at NBCS. Glen noted population dynamics also play a role as population in most NH towns is decreasing but is increasing in New Boston. NBCS added portable to the building and a \$2 million addition (that would have to be paid for without state aid that was available in the past) is on the CIP Schedule for 2018 to help NBCS handle increased student enrollment.

Katie Napierkoski of Parker Road was present and asked if there are other options to pay for space needs at NBCS that have not been considered. She gave the example of \$200,000 raised this year in New Boston through fundraising for a footbridge and asked if something like that could be done for NBCS. She also noted that the PTA is a small group that is working hard raising a large amount that goes right back to NBCS. She also asked if NBCS classrooms are being used effectively when one classroom is always taken for readiness and other grade levels may not need as many classrooms as they use each year. The Board noted enrollment in each grade is considered every year when making these decisions. She also asked if the Board considered charging interested parents for the option of full day kindergarten. The Board noted it has considered this and reviewed the budget very seriously in consideration of adding full day kindergarten in recent years. The Board noted Katie and Christina may be interested in attending some Space Needs Committee meetings where they are working on these issues. As far as full day kindergarten, Katie suggested NBCS use two classrooms at NBCS and the two White Building classrooms for this purpose. The Board noted a citizens Warrant Article to add full day kindergarten is always a possibility.

NON-PUBLIC SESSION RSA 91-A: 311

None.

ADJOURNMENT

Glen Dickey made a motion to adjourn the meeting at 9:44pm. Bill Schmidt seconded the motion. The motion carried (4-0). Meeting Adjourned.

All back-up material to this meeting is held in the Principal's Office.

Respectfully submitted,
Maralyn Segien