

NEW BOSTON SCHOOL DISTRICT  
New Boston, New Hampshire 03070

NEW BOSTON SCHOOL DISTRICT SCHOOL BOARD MEETING  
Wednesday, March 8, 2017 - 6:30 PM

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

PRESENT

SCHOOL BOARD

Wendy Lambert  
Kary Jencks

Fred Hayes  
Bill Schmidt

ADMINISTRATORS

Brian Balke, Superintendent  
MaryClaire Barry, Assistant Superintendent  
Ray Labore, Business Administrator  
Tori Underwood, Principal

OPENING

CALL TO ORDER

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

APPROVAL OF FEBRUARY 22, 2017 DELIBERATIVE SESSION MINUTES

*Bill Schmidt moved to approve the February 22, 2017 School Board meeting minutes as written. Fred Hayes seconded the motion.* The Board then reviewed the February 22, 2017 Deliberative Session minutes and made the following changes:

Page 3, top of the page, change “COMPLETNG” to “COMPLETING”

Page 3, under Completing Roof Inspection-Developing an RFP, middle of the paragraph, add “Brian noted structurally it would be unlikely that that section of the building would have a second floor.”

Page 3, under Other, first bullet, change “he” to “the”

*Bill Schmidt moved to approve the February 22, 2017 School Board meeting minutes as amended. Fred Hayes seconded the motion. The motion carried (4-0 Glen Dickey absent)*

APPROVAL OF FEBRUARY 10, 2017 SCHOOL BOARD MEETING MINUTES

*Fred Hayes moved to amend the February 10, 2017 School Board meeting minutes to include the following language regarding Finance Committee votes: Glen reported the Finance Committee voted 7-0 on Article 2 and 5-2 on Article 3. Bill Schmidt seconded the motion. The motion carried (4-0)*

CORRESPONDENCE

Brian noted the Correspondence folder contained the following:

- An article regarding the Opioid Conference GHS students attended yesterday.
- The NH Supreme Court has released Clay v. City of Dover regarding Superintendent Hiring Committees. This is available to the Board by e-mail if they are interested. There are no plans to hire in the near future.

PUBLIC COMMENT

None.

RECOGNIZING SPELLING AND GEOGRAPHY BEE WINNERS

The Board is excited to recognize and congratulate the Spelling and Geography Bee winners tonight. The Board will award certificates to them at the June NBCS Awards Ceremony.

NBCS Geography Bee winner Andrew Bilsbury is here tonight. Tori noted that after the NBCS Geography Bee the winners take an online test to see if they qualify for the state level. Andrew took the test and is moving on to the state level at the end of March!

NBCS Spelling Bee winner Elizabeth Cheetham is here tonight. Tori noted Elizabeth won the bee by spelling a word that is very unusual and difficult to pronounce. Elizabeth spelled many unusually difficult words throughout the bee. Her parents noted she also won the bee at her school in Delaware last year and competed in the Delaware state bee! She qualified for the NH Spelling bee this year but passed this opportunity on to the NBCS runner up Adam Hohlt.

## **BUSINESS OPERATIONS/FINANCIALS**

### **MANIFEST AND VOUCHERS**

Glen has not yet reviewed the manifest. Ray reviewed the Manifest Summary sheet noting Payroll related items included one payroll and totaled \$252,950.94 (10%). Special Education items totaled \$2,920.00 (.1%). General Expenses included the second tuition payment to the Goffstown School District of \$2,152,782.44 and totaled \$2,194,381.53 (89%). *Fred Hayes moved to conditionally approve the March 8, 2017 manifest in the amount of \$2,457,757.77 pending Glen Dickey's review. Bill Schmidt seconded the motion. The motion carried. (4-0)*

### **UNRESERVED FUND BALANCE**

The Board reviewed the projected unreserved fund balance with a handout. Ray reported this is a first look at the balance for the 16/17 school year. He is not sure yet how revenues will total or how the fund balance will be used for 16/17. The balance is currently \$260,295 after deposit to the Building and Renovation fund of \$100,000 if Article 3 passes, road repair \$52,500 for drainage close to the pavement, \$165,000 for elevator repairs and other projects approved last spring and the previously promised tax relief to the town of \$150,000. The third tuition payment amount is expected to be available in the budget.

## **REPORTS**

### **PRINCIPAL'S REPORT**

Tori Underwood reported the following:

- The fourth grade recorder concert and open house is March 16.
- Dental Day is March 17 with Dr. Brenner where students get an exam and cleaning for \$10 each and the money is donated to the NBCS library. The Board thanked Dr. Brenner.
- SBAC testing begins March 21 for grades 3-6.
- The portable roof was replaced last week. The approximately \$8,000 payment was not included in the manifest but will be in a future manifest. A shield over the door will be considered if needed for snow shedding.

### **SUPERINTENDENT'S REPORT**

Brian Balke gave the Superintendent's report:

- MVMS submitted an application to become a spotlight school with the NE League of Middle Schools. A visitation took place to work toward this. MVMS has transformed over the past few years and hopes for a favorable assessment.
- The SAU is excited the New Boston Bulletin is back and thanked the new group for continuing.
- There is a link on the SAU website to a website regarding yesterday's Opioid Conference.

### **GOFFSTOWN SCHOOL BOARD SUB-COMMITTEE REPORTS**

#### **C&E COMMITTEE REPORT (NEXT MEETING 3-13-17 @ 7:00 PM @ SAU)**

The Committee has not met since the last Board meeting.

#### **POLICY REVIEW COMMITTEE REPORT (3-13-17 @ 6:00 PM @ SAU)**

Fred reported the Committee recently reviewed some policies and considered which policies to review next.

### **NEW BOSTON POLICY REVIEW COMMITTEE REPORT**

Fred reported the Committee met this evening.

**1<sup>st</sup> Read-BBB Method of Election:** The Committee amended this policy. *Fred Hayes moved to approve Policy BBB as amended. Kary Jencks seconded the motion. The motion carried (4-0)*

**1<sup>st</sup> Read-BCA Ethics and BCA-R Ethics Regulations:** The Committee amended this policy and it will be brought to the Board at the next meeting.

**FYI Only-BGB Policy Adoption:** the Committee amended a typo. No motion is necessary.

**EF and EF-R Food Management Policy and Regulation:** The Committee reviewed these and dated them as reviewed. No motion is necessary.

**IJOC Volunteers:** The Committee amended this policy and it will be brought to the Board at the next meeting. Regulations will be brought to the Board at a future meeting.

## OLD BUSINESS

### UPDATES

#### Board Goals

The Board reviewed an updated list of goals. Brian reported the progress on items as follows:

- Facility projects need to be prioritized.
- The Board approved hiring a temporary maintenance person to work on building envelope projects but no viable candidates came forward. Another plan is needed to get these projects done.
- The roof project for the small roof in front of the building should be included in the RFP per the discussion at the February 22 Board meeting.
- The retaining walls on both sides of the building need replacement. Fred suggested waiting one year so both sides can be done at the same time.
- The Space Needs Committee is moving forward and tracking potential enrollment data.
- Brian contacted Architect Jamie Neefe who agreed to update the former cost estimates for an addition. This is expected to be ready in approximately four weeks. The Board authorized up to \$1,500 for this task and Jamie expects this amount to be sufficient. *Fred Hayes moved to affirm the amount of \$1,500 for an update on construction costs for a proposed addition. Bill Schmidt seconded the motion. The motion carried (4-0)* Other architectural designs could be considered but this has not been done yet.
- Additional modular classrooms are not yet considered but the SAU has vendor information if needed.
- A contract is in place with the Recreation Department for the White Buildings.
- Current enrollment seems to prohibit full day kindergarten. Governor Sununu considered this for NH but state funds would not be available to New Boston. New Boston would have to hold full day kindergarten in the White Buildings. This is something the District is interested in philosophically but logistically impossible. The Board will consider removing this goal at the June retreat meeting.
- The goal to begin a Facebook page is complete.
- Technology Director Gary Girolimon will present to the Board in April.
- Brian contacted Recreation Director Mike Sindoni about exploring additional after school programs. Brian will meet with the Recreation Commission to discuss this at their next meeting.
- A couple years ago, the Board considered implementing a logo to be used on letterhead and other items for consistency and recognition. This will be added to the list.
- The Board will consider if any other goals should be added to the list at the June retreat meeting.

### MAINTENANCE FACILITIES

**Update on Part Time Maintenance Position:** As above.

**Roof Inspection:** Presented at last meeting.

**RFP Review:** Ray presented the draft RFP for Board review. The small section of roof in the front of the building will be added to the RFP. Ray will confirm if 80 or 60 mill EPDM and if fiberglass or asphalt shingles should be used. Ray will consult Facilities Director Randy Loring and update the RFP. The updated RFP will be e-mailed to the Board for review prior to the next Board meeting.

**NBCS Playground Project:** The Playground Architect will present to the Board at the April 12 Board meeting.

### SPACE NEEDS COMMITTEE DISCUSSION-NEXT STEPS

Architect Jamie Neefe was contacted for updated cost estimates for the proposed addition. The Committee is expected to meet in April to review these figures and 17/18 kindergarten enrollment to consider if NBCS will

need to use the White Buildings that year. The Board wants to give the Recreation Department as much advance notice as possible if this is necessary and does not plan to affect the Recreation Summer Program.

### **SNOW DAY DISCUSSION**

MaryClaire reported she has learned it takes eleven days to make up one snow day by adding fifteen minutes to the beginning and end of each school day. Five snow days have now occurred. The Goffstown and New Boston Boards are in favor. Three unions approved this but the Goffstown Teacher Association is not in favor due to complications at the middle and high school. The Goffstown School Board discussed this with them at their Monday meeting. Brian and Human Resource Director Kate Magrath met with the Goffstown Teacher Association representative today, discussed solutions and they plan to meet again for a mutually agreeable solution to bring to the other three unions for approval. The new schedule could start March 27 but that may be too soon as the Board will meet to discuss this again on March 22 and this would not be enough notice for parents. Middle School promotion is scheduled for June 14, GHS graduation is scheduled for June 15 and the current last day of school is June 16. This could be an issue as it is impossible to get later dates for ceremonies at St. Anselm College. In that case, the ceremonies could be moved to other less ideal locations.

If the Goffstown union is not agreeable, New Boston could decide to have an extended day alone. Bus routes and additional costs could be an issue in that case. New Boston middle school students may also be waiting at NBCS or MVMS for school to start.

The Board discussed other options including holding school during April vacation (not expected), holding school on Saturdays, holding school on voting day March 14 (not expected), or blizzard bags to make up at least one snow day. If extended day or the alternatives are not done, the last day of school is currently June 23 for students and June 26 for teachers.

Wendy received an e-mail from the New Boston Teachers Union asking the Board to consider options for an extended day. She forwarded this to the Board. The Board could discuss beginning the school year earlier in the fall in future years to avoid this issue.

### **NEW BUSINESS**

None.

### **STAFFING**

None.

### **OTHER BUSINESS THAT MAY LEGALLY COME BEFORE THE MEETING**

The Board decided to award the Bobcat Award again this year and will put a notice asking for application submissions in the April New Boston Bulletin. *Wendy Lambert moved to amend the application language to allow “employee or volunteer of NBCS” to submit an application and to correct the spelling of “community”.* *Fred Hayes seconded the motion. The motion carried (4-0)*

### **PUBLIC COMMENT**

None.

### **NON-PUBLIC SESSION RSA 91-A: 311(c)**

*Wendy Lambert made a motion to go into nonpublic session at 7:57pm under RSA 91-A:3II(c) 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. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant. Kary Jencks seconded the motion. The Chair took an individual voice poll from all board members present. Vote: 4-0-0 – All in Favor – Motion Passes.*

*Wendy Lambert moved to come out of non-public session at 8:25pm, seconded by Bill Schmidt. The Chair took an individual voice poll from all board members present. Vote: 4-0-0 – All in Favor – Motion Passes.*

*Fred Hayes moved to seal the non-public minutes for 10 years, seconded by Bill Schmidt. Vote: 4-0-0 – All in Favor – Motion passes.*

**ADJOURNMENT**

*Bill Schmidt moved to adjourn the public meeting at 8:26pm. Kary Jencks 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