

Lisbon Board Of Education
Lisbon Regional School
Lisbon, New Hampshire

June 10, 2020
5:00 PM

MINUTES

PRESENT: Chairman Owen Clark, Vice Chairman Bob Adams, Principal Jackie Daniels, Dean of Students Paula Frank, Superintendent Pierre Couture, Business Administrator Kristin Franklin, Board Members Arthur Boutin, Steve Sherry, Nina Brown, Lori Williams, Scott Peterson, Mike King.

Chairman Clark called the meeting to order at: 5:08 pm.

MOTION MADE BY ARTHUR BOUTIN TO APPROVE THE MAY 2020 MINUTES, SECONDED BY LORI WILLIAMS. ALL IN FAVOR. APPROVED.

FINANCIAL:

The food service contract for Abby Group for next year - our minimum profit they are saying is \$3,700, which is more than this year. We ended up doing amendments to this year's contracts due to the COVID pandemic. They are all in line with the USDA guidelines for serving food out of the building. A large part of the contract is the food prices and the labor. The Abbey Group has been very good to work with thus far.

MOTION MADE BY NINA BROWN TO ENTER INTO A CONTRACT WITH ABBEY GROUP FOR FOOD SERVICE NEXT YEAR AND FOR CHAIRMAN OWEN CLARK TO SIGN THE CONTRACT, SECONDED BY ARTHUR BOUTIN. ALL IN FAVOR. APPROVED.

We will need to enter into another contract for the meals that are vended from here to Landaff.

MOTION MADE BY ARTHUR BOUTIN TO ENTER INTO A CONTRACT WITH THE LANDAFF BLUE SCHOOL FOR LUNCHESES AND TO AUTHORIZE CHAIRMAN OWEN CLARK TO SIGN THE CONTRACT, SECONDED BY STEVE SHERRY. ALL IN FAVOR. APPROVED.

Casella is our waste management service as of right now. We currently pay \$435.29 per month with a five percent increase coming up.

MOTION MADE BY ARTHUR BOUTIN TO AUTHORIZE KRISTIN FRANKLIN TO SIGN A CONTRACT WITH CASELLA FOR OUR WASTE MANAGEMENT SERVICES THAT HER AND CHRIS LEAVITT AGREE ON, SECONDED BY NINA BROWN. ALL IN FAVOR. APPROVED.

Reimbursement Anticipation Draw - \$15,066.00

Either bump up the loan a little bit or take it out of the cap receive fund. If we take the money out of the capital reserve fund and don't use it all, we will need a warrant article to put it back in. Owen recommended we take an even \$16,000 out. Whatever is not used can be paid back to the loan.

Carpet bids are as follows:

FLOORWORKS - \$17,784.39

M&M (St. Jay) - Just under \$17,000

MAYOS - \$18,925.00

MOTION MADE BY NINA BROWN TO ACCEPT THE BID FROM MAYOS FOR NEW CARPETING, SECONDED BY ARTHUR BOUTIN. ALL IN FAVOR. APPROVED.

Solarium glass bids:

Top Notch (10 year warranty) 7,100

Portland Glass 6,732 (5 year warranty)

MOTION MADE BY ARTHUR BOUTIN TO ACCEPT THE TOP NOTCH BID FOR THE SOLARIUM GLASS, SECONDED BY STEVE SHERRY. ALL IN FAVOR. APPROVED.

MSB Consulting - They handle the medicaid billing for us. They charge 8 percent and have a one year contract. It goes by the number of students with IEPs.

MOTION MADE BY ARTHUR BOUTIN TO ENTER INTO A CONTRACT WITH MSB CONSULTING AND TO AUTHORIZE CHAIRMAN OWEN CLARK TO SIGN THE CONTRACT, SECONDED BY STEVE SHERRY. ALL IN FAVOR. APPROVED.

We will need to withdraw money from the Special Education Capital Reserve fund to close the gap for this year. It's at 106,000 this year. If we underpay it by not much, it won't be catastrophic, but we'll have to plan to pay the remainder next year. If we overpay, we'll have to take a warrant article out next year to put the remaining money back.

MOTION MADE BY STEVE SHERRY TO WITHDRAW \$75,000 FROM THE SPECIAL EDUCATION CAPITAL RESERVE FUND, SECONDED BY SCOTT PETERSON. ALL IN FAVOR. APPROVED.

Toni Butterfield will be taking Kristin Franklin's spot as Business Administrator for SAU 35. She was able to join our meeting for a little while this evening.

BUILDING AND GROUNDS:

Chris is finally cleared for the local background check. We are down to two summer (student) employees. The freezer alarms have been going off in the middle of the night. We have had three service calls in the last month and a half for the walk in freezer. They suggested replacing the cooling equipment which will be between \$2,000-\$3,000. The elevator still needs service, waiting for 2021 B.Y. money. Same for P10. There is a tree leaning heavily toward the school from outside the fencing. The town and Chris verified that the curb stop works. Now we need to schedule the sprinkler system valve replacement. There was a power loss between 6/9-6/10. Chris had to reset it when he got here.

BUDGET:

We would majorly be in the red this year had it not been for the COVID pandemic. We have zero wiggle room. If the budget is cut, it will be employee positions. Our budget is extremely tight. If it's cut by \$250,000, we will have to do away with all co-curriculars, all vocational, etc. Who would want to tuition here with no extra programs?

POLICY HANDBOOK:

No Report

EXECUTIVE BOARD:

We performed interviews for our new interim Superintendent. They have offered the position to one of the applicants. Now they are back and forth with negotiations. There will possibly be a full board meeting in July.

NEGOTIATIONS (PROFESSIONAL STAFF):

Voting tonight

NEGOTIATIONS (SUPPORT STAFF):

No Report

TRANSPORTATION:

Superintendent Couture spoke to all of the boards about trying to get refunds for transportation, since school has not been in session since March due to the COVID-19 pandemic. We asked that we get a refund for some of our transportation contract. Marsha's (W.W. Berry) accountant is looking at what it should be. Other than that, we have not really heard anything more.

TECHNOLOGY:

No Report

BROWN FUND:

We are giving out money.

LISBON EDUCATION FOUNDATION:

No Report

PRINCIPAL'S REPORT:

We made it through the year but with many failures. Virtual highschool does not work well. Many students will need to do extra work to make up competencies. Others have missed so much, that they will have to repeat the class. About 13 failures and about 18 incompletes. We will be having summer school classes here in the building. We might be able to use some of the CARES Act money to pay for the summer school teachers, since the failures are due to COVID and the closure of school. Graduation is Sunday at 10 am. It's going to be pretty streamlined. All scholarships will be mailed directly to the students' homes. Diplomas will all be laid out on the table and the students will be picking them up themselves.

SUPERINTENDENT:

Staff resignation - Rossana Burke (Administrative Assistant). Rossana is moving out of state and will no longer be working in our school office.

MOTION MADE BY STEVE SHERRY TO ACCEPT ROSSANAS RESIGNATION, SECONDED BY ARTHUR BOUTIN. ALL IN FAVOR. APPROVED.

Superintendent Couture needs a statement of insurance for the building aid application that the school will complete all required maintenance.

MOTION MADE BY ARTHUR BOUTIN FOR THE STATEMENT OF ASSURANCE FOR THE BUILDING AID APPLICATION FOR THE SCHOOL TO DO ALL REQUIRED MAINTENANCE TO THE NEW BUILDING, SECONDED BY STEVE SHERRY. ALL IN FAVOR. APPROVED.

Instead of adjourning our meeting to go to the annual meeting, we will go into a recess and reconvene after the annual meeting to vote. The vote on whether or not to move forward with the annex building project and the vote on how much to spend on an architect. Pierre recommends if we do move forward that we rehire the architect that we were working with already. He has been wonderful to work with.

Gordon Graham, our attorney, came to the end of our meeting just to be available for the annual meeting.

Mike King has given his resignation to the board as he and his family are moving out of state. We thank him for his service on our board and wish him luck on his next venture.

I, ARTHUR BOUTIN, MOVE THAT WE RECESS THIS MEETING UNTIL IMMEDIATELY AFTER THE ANNUAL MEETING, AT WHICH TIME WE WILL RECONVENE, SECONDED BY STEVE SHERRY. ALL IN FAVOR. APPROVED.

MOTION MADE BY LORI WILLIAMS TO MOVE FORWARD WITH PLANNING THE ANNEX BUILDING PROJECT AND TO PUT FORTH FOR VOTER CONSIDERATION AND FUNDING IN MARCH 2021, SECONDED BY BOB ADAMS. ALL IN FAVOR. APPROVED.

MOTION MADE BY STEVE SHERRY TO PUT \$125,000 TO COME FROM THE EXPENDABLE TRUST FUND FOR THE BUILDING PROJECT AS REPORTED ON THE BUILDING AID APPLICATION, SECONDED BY NINA BROWN. ALL IN FAVOR. APPROVED.

There being no additional business to come before the Board, MOTION MADE BY STEVE SHERRY, SECONDED BY ARTHUR BOUTIN TO ADJOURN THE MEETING AT 10:18 PM. ALL IN FAVOR, MOTION CARRIED.

Respectfully submitted,

Amanda Bailey
Board Clerk