

Lisbon Board Of Education  
Lisbon Regional School  
Lisbon, New Hampshire

September 9, 2020  
5:30 PM

## **MINUTES**

**PRESENT:** Chairman Owen Clark, Vice Chairman Bob Adams, Principal Jackie Daniels, Superintendent Tari Thomas, Business Administrator Toni Butterfield, Board Members Arthur Boutin, Steve Sherry, Nina Brown, Lori Williams, Scott Peterson, and Mo Chandler.

Public Hearing: Called to order at 5:30 pm to discuss and accept monies from the Littleton Rotary Club in the amount of \$6,531.75.

**MOTION MADE BY LORI WILLIAMS TO ACCEPT THE LITTLETON ROTARY CLUB DONATION OF \$6,531.75, SECONDED BY BOB ADAMS. ALL IN FAVOR. APPROVED.**

Chairman Clark called the meeting to order at: 5:32 pm.

**MOTION MADE BY ARTHUR BOUTIN TO APPROVE THE AUGUST BOARD MINUTES WITH THE CORRECTION OF THE DATE, SECONDED BY NINA BROWN. ALL IN FAVOR. APPROVED.**

### **FINANCIAL:**

Manifests were passed around and signed. Toni clarified that the reason the manifests are passed around and signed at the board meetings is so that the SAU office can pay all of our invoices every two weeks, not just the Mom and Pop businesses, but all of our invoices. Toni has spent some time going over the financial reports. She handed out an expenditure report, as well as, the surplus/deficit statement. She also discussed our finances and said that we are in pretty good shape. After researching power supply sourcing, Toni thinks it's easier to go without a consultant for each school. Prior business managers had done a mix of both with and without consultants. Toni will bring back pricing options to the October meeting for a vote. The school lunch program - We've been told that all meals are free for all people under the age of 18. If we have any families that want to come pick up lunches, they are allowed to. This is for anybody, not just the free and reduced recipients. We have left messages and emails and have done everything we can do to let the National Lunch Program know that yes, we do want to participate. We are trying to clarify that it is available for our school. We will still encourage families to put in their applications for free and reduced lunches so that we can still track it. This program is the Seamless Summer Option - National Lunch Program.

**BUILDING AND GROUNDS:**

Fire extinguishers yearly inspection. Bus = two tires and front brakes. Truck = Front brakes and inspection. Royal Electric - Short circuit gym panel - Melted (GFI). Annex is full and the Connex box is 75% full as well. The ten air purifiers are all installed and running. They are in rooms 181-188, 138 and 236. Major generator service is scheduled for 9.18.20. We ordered a large dumpster - a ten yard to replace the six yard. Walk in freezer - No. Country Mech - Energy efficient company controls. Freezer out to bid? In need of a custodian - Some schools are trying two part timers. Circulator pumps (11) have been ordered. They will be here in 4-6 weeks \$24,580. We are also in need of (22) pressure gauges. Checking with Service Tech to see if this was included but not listed.

**BUDGET:**

No Report

**POLICY HANDBOOK:**

No Report

**EXECUTIVE BOARD:**

No Report

**NEGOTIATIONS (PROFESSIONAL STAFF):**

No report

**NEGOTIATIONS (SUPPORT STAFF):**

No Report

**TRANSPORTATION:**

No Report

**TECHNOLOGY:**

No Report

**BROWN FUND:**

No Report

**LISBON EDUCATION FOUNDATION:**

No Report

**PRINCIPAL'S REPORT:**

There were a few changes to the student handbook. One of the changes will be attendance related - any parent that calls to tell us that their child is home sick, they will now be excused. Whereas before, it was only excused with a medical note. Discipline - Mask Violations: the student will get sent home. Clothing and masks with inappropriate images will not be allowed. No Homework Club for now. Academic Dishonesty Policy - because we have some students that are in person learning and some that are distance learning we had to change the policy, because we can not give out administrative detentions to students that are remote learning. We have about 80% face to face learning and 20% remote.

**MOTION MADE BY ARTHUR BOUTIN TO APPROVE THE UPDATED 2020/21 STUDENT HANDBOOK, SECONDED BY LORI WILLIAMS. ALL IN FAVOR. APPROVED.**

Mrs. Daniels asked the board if a staff member or student travels outside of New England, will they have to do the two week quarantine or just get the COVID test? Nina Brown said they have to do a two week quarantine as a definite. If they come down with any symptoms, they will have to get tested immediately. That's at their own cost. Once they come back they get their temperatures taken and reported twice a day.

BGC Transportation - Lisbon is the only school that was providing free transportation to BGC. Basically a dollar a day. Maybe the Lisbon families should be paying a transportation fee. We have about 24 students that go, which will fill a bus with the social distancing requirements.

**SUPERINTENDENT:**

New Hire:

THOMAS READ - 5th/6th grade teacher

**MOTION MADE BY MO CHANDLER TO ACCEPT THE HIRING OF THOMAS READ AS AN ELEMENTARY TEACHER, SECONDED BY NINA BROWN. ALL IN FAVOR. APPROVED.**

Staff Resignations:

Paula Coulombe - Paraeducator

Trisha Guilmette - Paraeducator

Chris Sweeney - Custodian

**MOTION MADE BY ARTHUR BOUTIN TO ACCEPT THE RESIGNATIONS OF TRISHA GUILMETTE, PAULA COULOMBE AND CHRIS SWEENEY, SECONDED BY STEVE SHERRY. ALL IN FAVOR. APPROVED**

**FALL COACHING APPOINTMENTS:**

LES POORE - Varsity Boys

PAT RIGGIE - Varsity Girls

MIKE WOODS - Middle School Boys

NATE LOCKE - Middle School Girls (If they have enough girls to make a team)

MOTION MADE BY NINA BROWN TO ACCEPT THE FALL COACHING POSITIONS AS LONG AS WE HAVE TEAMS, SECONDED BY ARTHUR BOUTIN. ALL IN FAVOR. APPROVED.

MOTION MADE BY SCOTT PETERSON TO ACCEPT THE STAFF MEDICAL LEAVE IN JAN/FEB, SECONDED BY NINA BROWN. ALL IN FAVOR. APPROVED.

MOTION MADE BY ARTHUR BOUTIN TO APPROVE THE SECOND READING AND APPROVAL OF THE THREE OFFICE POSITION JOB DESCRIPTIONS WHICH INCLUDE THE ADMINISTRATIVE ASSISTANT, RECEPTIONIST AND OFFICE MANAGER, SECONDED BY LORI WILLIAMS. ALL IN FAVOR. APPROVED.

Vacant Board Seat - Chairman Clark spoke to the board and said that we should just leave it vacant for now. We could appoint somebody for now or leave it open as it's the board's discretion.

Draft Entry Plan - Now that school is underway, she'll be turning her attention back to her Entry Plan for SAU 35. Right now Superintendent Thomas is immersing herself in the budget, finishing various interviews, reviewing We'll see her report in October. She is looking forward to summarizing what she has learned about the five schools in her report in October.

We have a few milestone anniversaries at Lisbon Regional this year! Congratulations to:

Sandra Roberts - 41 years

Mary Coleman - 40 years

Jackie Daniels - 30 years

Nikki Woods - 25 years

Starting on Wednesdays Superintendent Thomas will be doing her walk-throughs throughout the buildings. This is where the important work is being done.

MOTION MADE BY NINA BROWN TO HAVE AMANDA BAILEY STAY FOR NON-PUBLIC SESSIONS TO TAKE THE NON- PUBLIC MINUTES, SECONDED BY ARTHUR BOUTIN. ALL IN FAVOR. APPROVED.

MOTION MADE BY ARTHUR BOUTIN, SECONDED BY NINA BROWN TO GO INTO NON-PUBLIC SESSION PER RSA 91A:3,1,11 AT 6:42 PM UNDER THE RIGHT TO KNOW LAW TAKING PRINCIPAL DANIELS AND SUPERINTENDENT THOMAS. ALL IN FAVOR, FOLLOWING A ROLL CALL VOTE. MOTION CARRIED.

NON-PUBLIC MINUTES:

MOU discussion

MOTION MADE BY ARTHUR BOUTIN, SECONDED BY NINA BROWN TO COME OUT OF NON-PUBLIC AND RETURN TO PUBLIC SESSION AT 7:28 PM.

There being no additional business to come before the Board, MOTION MADE BY NINA BROWN, SECONDED BY ARTHUR BOUTIN TO ADJOURN THE MEETING AT 7:30 PM. ALL IN FAVOR, MOTION CARRIED.

Respectfully submitted,

Amanda Bailey  
Board Clerk