

Lisbon Board Of Education
Lisbon Regional School
Lisbon, New Hampshire

May 9, 2018
6:00 PM

MINUTES

PRESENT: Chairman Bob Adams, Principal Jackie Daniels, Dean of Students Paula Frank, Superintendent Pierre Couture, Business Administrator Kristin Franklin, Board Members Mike King, Steve Sherry, Jim Trudell, Rochelle Cacio, Arthur Boutin, Nina Brown and Owen Clark.

Chairman Adams called the meeting to order at: 6:01 PM

PUBLIC: No Input.

MOTION MADE BY ROCHELLE CACIO TO ACCEPT THE APRIL 2018 MINUTES, SECONDED BY STEVE SHERRY. APPROVED.

FINANCIAL:

Manifests were passed around and signed

Kristin Franklin (business administrator) discussed having the board authorize letting Superintendent Couture or herself permission to sign checks to pay bills for the month of July, instead of having board members go into the SAU office to sign checks for payment to vendors.

MOTION MADE BY JIM TRUDELL TO AUTHORIZE SUPERINTENDENT COUTURE AND KRISTIN FRANKLIN TO SIGN CHECKS THEN EMAIL TO THE BOARD, SECONDED BY STEVE SHERRY. ALL IN FAVOR. APPROVED.

We had a Landaff student move into the town of Lisbon, so we lost that students tuition as revenue.

In terms of school lunch - we will have the proposal from Abbey Group and Cafe Services available for the June board meeting. The meal counts are still down overall - they are up for breakfast and down for lunch. Revenues are down and expenses are up. Kristen found monthly profit and loss statements from last year - she went through them briefly and will have them available to present at the next meeting. Superintendent Couture followed up with Cafe Services after the last board meeting and told them that we were going out to bid for the lunch program. We are refunded from the government for strictly free and reduced meals. We will have at least 2 bids from local lunch companies.

There was an amendment made to the Lisbon-Landaff Tuition Agreement. It reads as follows: This amendment is made to the LISBON-LANDAFF TUITION AGREEMENT previously executed by and entered into on the Thirteenth day of March 2017, by and between the Landaff School District of Landaff, County of Grafton, State of New Hampshire hereinafter referred to as Landaff, and Lisbon Regional School District, County of Grafton, State of New Hampshire, hereinafter referred to as Lisbon.

It is mutually understood and agreed by and between the undersigned contracting parties that an error was made in the previously executed agreement, causing the tuition rate for middle school to be misstated. It is therefore mutually understood and agreed by and between the undersigned contracting parties to amend said previously executed agreement as follows:

Article 4, Paragraph 1 is changed to delete:

High School	Tuition Rate \$16,500 w/5% reduction	\$15,675
Middle School	Tuition Rate \$14,880 w/ 5% reduction	\$14,136
Elementary School	Tuition Rate \$13,500 w/5% reduction	\$12,825
Kindergarten	Tuition Rate \$13,500 w/5% reduction	\$12,825

And to replace it with:

High School	Tuition Rate \$16,500 w/5 % reduction	\$15,675
Middle School	Tuition Rate \$15,500 w/ 5% reduction	\$14,725
Elementary School	Tuition Rate \$13,500 w/5% reduction	\$12,825
Kindergarten	Tuition Rate \$13,500 w/5% reduction	\$12,825

It is further mutually understood and agreed by and between the undersigned contracting that Paragraphs A, B and C of Article 7 and Article 8 are identical and to amend said previously executed agreement as follows:

Article 7, Paragraphs A, B, and C are deleted in their entirety.

MOTION MADE BY OWEN CLARK TO ACCEPT THE AMENDMENT CHANGES MADE TO THE LISBON-LANDAFF TUITION AGREEMENT, SECONDED BY STEVE SHERRY. ALL IN FAVOR. APPROVED.

If fuel prices go over \$3.00 a gallon the school has to pay the overage amount. The prices have been ticking up, so we might have to pay the extra this year.

MOTION MADE BY OWEN CLARK TO ACCEPT THE TRANSPORTATION CONTRACT AND AUTHORIZED CHAIRMAN ADAMS TO SIGN THE CONTRACT, SECONDED BY STEVE SHERRY. ALL IN FAVOR. APPROVED.

DG roofing is located right in St. Johnsbury, VT and are one of the three companies that bid on our roofing project. Their bid for our roofing project is \$136,400. The architect (Mr. Anderson) we have has seen work done by DG Roofing. We know there will be some additional costs for materials and anything they come across while doing the project.

The next bid is by Rodd Roofing. Their bid was \$90,000 more than that of DG Roofing. However, they have done work and repairs for us when Chris has asked them to.

LGR1 is the third company that bid on the roofing job. They are located in Lowell, MA. Their bid is \$96,000. The board discussed worry on using the third company as they are located further away and may not be able to get here to get work done if ever needed. LGR1 has been an authorized vendor of Carlyle Systems since 2015. Their bid is way less than the other two companies.

The roofing system (membrane) we are going to have is called the Carlyle System.

We required a bid bond and LGR1 put in \$10,000 unlike the other two companies that only put in a \$5,000 bid bond.

The board is asking for references from the companies, to personally look into the companies that bid.

The board decided to have another meeting on May 21st at 6:00 to make a decision on the roof contractor.

BUILDING AND GROUNDS:

Chris looked into having the lockers refurbished - it's going to cost about \$3,200. If we want them painted too, then the cost would be about \$8,300. The office door was damaged and it

cost \$400 to be fixed by Granite State Glass. The steam table in the cafeteria could not be fixed so we had to order a new one on 4/23/18 - It will be here in 10-12 business days. The bleachers needed to be redesigned, because we lost too much seating with the current design. As of right now we can seat 396 people. The bleachers have been ordered and have a delivery date of 7/16/18-7/20/18. Rodd Roofing fixed three holes and installed a drain insert on April 23rd. The new carpeting for the office is ordered and will be installed during the week of July 9, 2018. The two rooms needing tile will be done after that. Chris talked to Steve (gas certified) about the Science room gas valves and having him do them as a summer project. Owen told the board that the Wire Mill approached him about this being the last year that we use the field down there for soccer. They lost up to 12 feet of ground in spots because of the weather. We will have to look into finding another field.

BUDGET:
No Report

POLICY HANDBOOK:
No Report

EXECUTIVE BOARD:
The full board met and approved all of the positions for next year. Marge retired from her position at SAU 35. Gabby Granger-Clark took her position of Administrative Assistant/Human Resources Coordinator. Gabby decided that she only needs a part time person to help out with HR. Gabby will still be the one to oversee the HR department at SAU.

NEGOTIATIONS (PROFESSIONAL STAFF):
No Report

NEGOTIATIONS (SUPPORT STAFF):
No Report

STEERING COMMITTEE:
No Report

TRANSPORTATION:
No Report

TECHNOLOGY:
No Report

BROWN FUND:
Rochelle received an email from Mary Coleman about scheduling a meeting. Owen said that Dr. Nyberg's wife will be taking over his position, as he is very ill.

LISBON EDUCATION FOUNDATION:
No Report

PRINCIPAL'S REPORT:

Principal Daniels asked which board members will be on stage during graduation handing out diplomas. Nina Brown and Rochelle Cacio both offered to hand out diplomas to this years Lisbon Regional High School graduates.

Principal Daniels discussed what they did during the A.L.I.C.E training during the teacher in-service this afternoon. In the Fall, we are hoping to have some meetings for parents as well, so that they know what we are planning and how they can assist us in the event of an actual emergency. There is a book called "I'm not scared, I'm prepared" that teachers have read to the elementary school aged students, so that they can start learning some of the A.L.I.C.E practices and what to do as well.

We had the Department of Homeland Security here this morning - looking at our building inside and outside. They make recommendations on what we can do to make our school safer. They have updated templates for Emergency Plans, so we will have the updates as well. Chief Pinson, Chris (Maintenance) and Mrs. Daniels completed a walkthrough. It has been 5 years since the last safety inspection.

It will be a busy end to the school year as I look at the calendar of events. PACE assessments have either been given or will be given in the next couple of weeks. On the professional development day, May 18th, teachers will be working with teachers from Profile, Bethlehem, and Lafayette to score the PACE assessments. Teachers not in on scoring PACE will be working with subject alike teachers to create common performance based assessments. Grade 3 will take the computerized State Assessment on May 15th and 16th for English and writing, Grade 4 will take the computerized test on May 17 for math, and grade 8 will take the computerized tests for math, ELA, and writing on May 7th, 9th, and 10th . Teachers are working to make sure that the students have met competencies. In order to pass a course/class, students must meet 100% of the competencies. For many classes we will offer summer school for middle school and high school students who need to make up one or two competencies. Some teachers design individual plans for students who need to make up competencies. If a student does not meet at least the basically proficient benchmark for more than two competencies in a course, they may need to repeat the course next year. We will also offer summer school for elementary students who will benefit from continued support to keep skills sharp.

UPCOMING EVENTS:

May 7 to 11 – Staff Appreciation Week

May 9 – 12:00 Early Release for professional development

- 12:00 Lunch supplied by PALS

- 6:00 School Board Meeting

May 9-11 – Nature's Classroom trip to Freedom, NH for grades 5 and 6

May 11 – Middle school PAWSitive reward trip
- 6:00 Middle School Spring Fling dance
May 16 – 5:30 Freshman Orientation 5:30
May 17 – 7:00 Spring Concert featuring middle school and high school choruses and instrumental groups
May 18 – Professional Development Day to double score PACE assessments with schools in the SAU
May 19 – Prom at the Maplewood
May 21 – 1:45 2nd grade “I Can Save” speaker
May 25 – 1:45 Yearbook dedication
May 28 – Memorial Day – no school
May 31 – Culinary Arts field trip to King Arthur Flour for bread baking class
- 10:00 NH Scholars at New Hampshire Fisher Cats
- 5:00 K-2 End of Year Celebration
June 5 – 6:00 8th Grade Celebration
June 6 – Grades 3 & 4 NH Fisher Cats game field trip
- Grades 1 & 2 Montshire Museum field trip
June 7 – 10:00 Elementary Awards grades 3-6
June 8 – 1:00 Middle/High School Awards
June 10 – 2:00 Graduation of the class of 2018
June 11 - Grade 8 Whales’ Tale field trip
June 12 – Last day of school – dismissal at 12:00

SUPERINTENDENT:

Superintendent Couture handed out the paper for board members to see and to decide on support staff nominations.

MOTION MADE BY OWEN CLARK TO ACCEPT THE SUPPORT STAFF NOMINATIONS, SECONDED BY ARTHUR BOUTIN. ALL IN FAVOR. APPROVED.

There being no additional business to come before the Board, **MOTION MADE BY OWEN CLARK, SECONDED BY STEVE SHERRY TO ADJOURN THE MEETING AT 7:24 PM. ALL IN FAVOR, MOTION CARRIED.**

Respectfully submitted,

Amanda Bailey
Clerk