

Lisbon Board of Education  
Lisbon Regional School  
Lisbon, New Hampshire

November 9, 2022  
5:30 PM

## **DRAFT MINUTES**

**PRESENT:** Chair Owen Clark, Vice Chairman Robert Adams, Principal Sam Natti, Dean of Students Paula Frank, Superintendent Kate Segal, Business Administrator Toni Butterfield, Board Members, Steve Sherry, Nina Brown, Arthur Boutin, Scott Peterson, Tucker Clark, and Mo Chandler.

**Robert Adams called the meeting to order at: 5:37 pm.**

### **ANNOUNCEMENTS & GOOD NEWS:**

Positive reviews of Halloween parade in town.

### **APPROVAL OF THE MINUTES:**

**MOTION MADE BY BOARD MEMBER** Nina Brown **TO APPROVE THE** October 12, 2022 **BOARD MINUTES, SECONDED BY BOARD MEMBER** Scott Peterson. **ALL IN FAVOR. APPROVED. (Amendments to minutes approved)**  
**MOTION TO APPROVE NON-PUBLIC MINUTES APPROVED.**

**PUBLIC INPUT:** Officer Bailey reported that he is fully staffed and there are new programs for the school. He mentioned ALICE training is available for officers to conduct within the school and town. The PD has some older platform firearms and are replacing them with suppressors due to concrete walls/noise issues. Each car will have a suppressor to cut down on the noise. Chief Bailey presented a four-year estimate for a Resource Officer which is partially funded by a Federal grant (the 4th year does not include any grant money and the position would have to be fully funded by the town and the school). In addition to receiving three years of Federal grant money, the remaining cost of funding a resource officer would involve the school and the town splitting the costs. Chief Bailey talked about the benefits of having a resource officer and juvenile diversion programs for the school and the town. Chief Bailey offered to explain the logistics of the Resource

**PUBLIC ATTENDEES:** Chief Bailey, Lisbon PD

**NON-PUBLIC:** (See below)

**NEW BUSINESS:** N/A

**CONTINUING BUSINESS:**

- a. Review of Esser Grant Funds monies:  
Question about HVAC system raised. Chris Leavitt and Principal Natti will follow up.  
Question about whether we are able to use ESSER monies (20% academic) for the alternative school site. Principal Natti will share quotes when he receives them.
- b. Review of Federal Grants Funds-Title 2A money Principal Natti will follow up on Promising Futures Grant money

**PRINCIPAL'S REPORT:**

Principal Natti provided information about Professional Development with Mike McSheehan of Evolve and Effect and Competency Based Learning work with the New Hampshire Learning Initiative. The new Off Site Plan/location will now be at White Mountain Footwear on the second floor of their warehouse. This location provides large enough space for all students. Panther Partners started a student mentoring program that matches middle and high school students with approximately 60 elementary students. To address overdue lunch bills, past due accounts will be rolled over to the following year and students will not be allowed to walk at graduation with an outstanding balance. Total enrollment is currently at 261 students.

Paula Frank, Dean of Students, shared information about SWIS and provided examples of the reports that can be generated from the newly adopted program. SWIS tracks student behavior data based on office referrals. Board would like information specifically about behavior, day, grade and repeat offenders.

**SUPERINTENDENT:**

Superintendent Segal discussed the 2023 schedule of District Budget Hearing, the 2023 Deadline for Petitions of Special Warrant Articles, and shared a draft of the 2023-2024 School Calendar. Owen Clark mentioned that the March meetings for the town and school are always the second Tuesday and the third Wednesday of the month (March 8th date is not correct. It should be March 15, 2023). Arthur Boutin suggested having two meetings prior to the annual meeting. In January and February we will have two public hearings at 5:30pm. Changed the February meeting to February 15, 2023 (Hearings at 5:30pm and the meeting will follow).

**FINANCIAL/BUSINESS MANAGER:**

Tuition revenue is down over \$150,000. Once we receive Bath tuition Toni Butterfield said all should equal out. Board would like tuition money up front once students start attending, however, Bath is now looking for a signed agreement before they pay. Adequacy aid is up and will help offset taxes next year. Arthur Boutin questioned the -\$605,678 anticipated ending balance figure on the surplus report. Toni Butterfield explained that money hasn't been encumbered yet. She will look into it and make the report more clear next month. Board also questioned how much money to give back to the taxpayers next year. Berry transportation gave us back \$15k from COVID year.

**COMMITTEE REPORTS:****BUILDING AND GROUNDS: (OC, MC, TC, AB)**

Chris Leavitt reported that 4,000 gallons of oil was ordered and they brought 1,600 gallons. An oil boiler locked out and an ignition module and oil valve are needed. The Mod con (LP) boiler "F 13" had an error. An induction fan was replaced and ignition points were ordered. There still is no word from The Window Operator Company, therefore new windows were added to this year's budget. Dead River has the parts for upgrades and is scheduled to come. On October 31, 2022 Schofields cleared the drain line after the "pig" in the kitchen (garbage disposal). The rooftop air filters were changed on October 26 & 27, 2022. ASNE was called again because Arthur Boutin said the generator is running on Saturdays and Sundays. Four bays of fluorescent lights will be changed to two LED lights. The lead testing results came back. All 21 points were well below the NH recommended level. Copy paper prices went up \$72 a case and were negotiated down to \$46.50 a case. There is a question whether the elevator contract has been signed or not. Owen Clark signed the contract last month. A question surfaced whether to sell the Drivers' Ed car and roll the money into a new truck for the school because it isn't being used. Principal Natti will talk to Chris Leavitt about trading it in for a truck. Toni Butterfield will call Styles about the \$10,000 owed to the school.

**BUDGET: (OC, MC, TC, AB)**

A draft of the budget is complete with the exception of vocational tuition money. Budget committee meeting with board members and Toni Butterfield will be scheduled after the meeting.

**EXECUTIVE BOARD: (OC)**

There is the possibility for Lisbon to hire their own Speech person next year versus sharing related service costs. Psychologist and Speech are the only shared related services. 4% raise for SAU employees discussed.

**NEGOTIATIONS (PROFESSIONAL STAFF): (RA, AB, NB)**

N/A

**NEGOTIATIONS (SUPPORT STAFF): (RA, AB, NB)**

N/A

**TRANSPORTATION: (SP, TC)**

N/A

Question about whether Berry is providing enough buses.

**TECHNOLOGY: (SS, MC)**

N/A

**BROWN FUND: (SP-)**

N/A

**LISBON EDUCATION FOUNDATION: (SP, NB)**

N/A

**POLICY HANDBOOK: (SS, MC, -)**

Weapons on School Property policy **JICI**: “Weapons are not permitted in school buildings, on school property, in school vehicles or at school-sponsored events” wording questioned. Not a final draft of the law according to Principal Natti. Board is leaving the wording policy as is.

Access to Public School Programs by Non-public, Charter School and Home Educated Pupils policy-**JJJ**

Wellness Policy-**JLCF**

Suicide Prevention and Response policy-**JLDBB**

**MOTION MADE BY BOARD MEMBER Arthur Boutin TO APPROVE POLICIES JICI, JJJ, JLCF, and JLDBB, SECONDED BY BOARD MEMBER Owen Clark. ALL IN FAVOR. MOTION CARRIED.**

**OTHER BUSINESS:**

**MOTION MADE BY BOARD MEMBER Arthur Boutin TO APPROVE THE RESIGNATION OF Susan Sullivan SECONDED BY BOARD MEMBER Tucker Clark. ALL IN FAVOR. MOTION CARRIED.**

Robert Adams questioned whether the \$500 bill for a teacher who resigned after signing their contract has been collected and asked if a school district can set a policy for an employee's last paycheck to be withheld until all debts are owed to the school? Superintendent Segal will look into it.

**MOTION MADE BY BOARD MEMBER Tucker Clark TO ADJOURN THE MEETING AT 7:26 pm, SECONDED BY Arthur Boutin. ALL IN FAVOR. MOTION CARRIED.**

Respectfully submitted,

Paula Frank  
Substitute Board Clerk

Lisbon School Board  
Lisbon Regional School  
November 9, 2022

## NON PUBLIC MINUTES

PRESENT: Chairman Owen Clark, Vice Chairman Bob Adams, Principal Sam Natti, Dean of Students Paula Frank, Superintendent Kate Segal, Business Administrator Toni Butterfield, Chief Bailey, Lisbon PD

Board Members Steve Sherry, Scott Peterson, Tucker Clark, Nina Brown and Cathy Colby

At 5:59 pm Board Member Aurthur Boutin made a motion to go into a Non public session as per RSA 91A:3, I, II

- I. Chief Bailey updated the board on recent concerns.

At 6:09 pm Motion to come out of non-public was made by Arthur Boutin, seconded by Tucker Clark. All in favor. Approved.