LISBON BOARD OF EDUCATION APRIL 8, 2015

LISBON REGIONAL SCHOOL 6:30 PM

MINUTES

PRESENT: Bob Adams, Rob Bruce, Rochelle Cacio, Audrey Champagne, Scott Champagne, Owen Clark, Beth Hubbard, Steve Sherry, Principal Steve Sexton, Dean of Students Ben Jellison, Superintendent Pierre Couture, Business Administrator Tina Peabody

Superintendent Couture called the meeting to order at 6:30 PM and asked for a reorganization of the Board.

MOTION BY BETH HUBBARD, SECONDED BY ROB BRUCE TO NOMINATE BOB ADAMS AS CHAIRMAN OF THE BOARD. ALL IN FAVOR, MOTION CARRIED.

MOTION BY OWEN CLARK, SECONDED BY STEVE SHERRY TO NOMINATE SCOTT CHAMPAGNE AS VICE-CHAIRMAN OF THE BOARD. ALL IN FAVOR, MOTION CARRIED.

Nolan Nightingale informed the Board he was accepted to Shakespeare for Performance at St. Paul’s School Advanced Studies Program. The cost of the five and a half week summer program is $4050.00. Nolan said he has worked on various programs to help the school and hopes the school will now help him financially. Chairman Adams said Mr. Sexton would get back to him with an answer.

Principal Sexton awarded an Adult Education Diploma to Devin Jones. Devin successfully completed all the requirements of the program. The Board congratulated Devin on his accomplishment.

Senior Class President, Abby Bronson asked the Board for permission to go on a class trip. The class plans to leave Lisbon on April 30 for the Boston Aquarium. They will spend the night in Springfield, MA, go to Six Flags the next day, and return to Lisbon on the evening of May 1.

Bill Van Zandt and Chris Faro of Café Services were at the meeting to answers questions prior to the Board making a decision on their proposal. Phyllis Silva asked how this will work if the Board decides to approve their proposal. Bill said that Human Resources at Café Services will be in contact with the school within two weeks of being notified of the decision. He explained the two proposals, one being the current staff working at their current wages, hours, and benefits. The second proposal includes a food service director which is a salaried position for 220 days/year, a prep cook working 7.5 hours/day for 180 days, and a server working 5 hours/day at 180 days. He explained that the Board will have ultimate control of the program and that schools are not trying to rid the employees of their jobs but contracting food service programs because of budgets being squeezed. A district employee will have to take care of applications and verification for free and reduced lunches. Café Services will be available to help train this person.

Nina Brown wanted the Board to know that she opposes this. She doesn’t want a huge conglomerate coming into our school and running our lunch program. She said that an area school had reduced participation when the food service program was sub-contracted. Bill disagreed with this, saying Lafayette School doubled their participation when Café Services took over their program. Bill said their meals are not all heat and serve. They are a family held business and are still working with their first client of 22 years. Nina asked if there would be an increase in the cost of the meals. Bill said that meal prices would be set by the Lisbon School Board. Sue Wall asked what they would do if a child did not have money on their account; would the student be turned away. Bill said the Board would make the policy regarding feeding a student who had no money in their account.

There was concern that pre-packed salads would generate more trash. Bill said this hasn’t been a problem in other schools. Café Services participates in recycling and composting in some of the schools they work in.

Casey Nightingale asked if they can do something with the excess food that normally gets thrown away. Bill said they would have to get the local health inspector involved to see if something can be worked out.

Doug Brown asked if there is a contingency if this doesn’t work out. There is a 60 day term clause in the contract.

A question was asked of what prompted the Board to look at another service. The Board said that lack of participation and running in the negative brought them to check out other options. The lunch employees asked why they were not told about this. The Board answered that it has been on the monthly meeting agenda. The public was told that six bids were sent out but only one proposal was returned.

Nina Brown asked the Board to remember it is not just the food that keeps kids out of the cafeteria but also the socio-economic environment. She said that bringing in this company will not change participation.

MOTION BY SCOTT CHAMPAGNE, SECONDED BY STEVE SHERRY TO APPROVE THE MINUTES OF THE MARCH 18, 2015 MEETING AS WRITTEN. ALL IN FAVOR, MOTION CARRIED.

FINANCIAL:

Bills were circulated for approval.

Tina distributed the surplus/deficit statement. She said it will be tough to make the $80,000.00 beginning balance for next year. Once they close out more encumbrances and transfer $20,000.00 from the IDEA grant to speech, the bottom line will look better.

The school lunch surplus/deficit statement was distributed. The balance is negative $1180.00. The Board received a two year lunch program comparison that included number of meals served and revenue/expenditures.

Tina sent out audit proposals to six firms. Three proposals were returned. The firm of Vachon Clukay and Co. had the lowest bid. The Executive Board approved Vachon Clukay for their audit and Tina is hoping all the districts will stay with the same firm.

MOTION BY AUDREY CHAMPAGNE, SECONDED BY BETH HUBBARD TO ACCEPT THE AUDIT PROPOSAL FROM VACHON CLUKAY AND CO. AT A COST OF $43,575.00. ALL IN FAVOR, MOTION CARRIED.

The lowest oil bid came from Styles Fuel. Their proposal was $1.98/gallon prepaid and $2.09/gallon + .14/gallon adjustor for spot buys.

MOTION BY OWEN CLARK, SECONDED BY SCOTT CHAMPAGNE TO APPROVE THE PURCHASE OF 25,000 GALLONS OF FUEL OIL FROM STYLE FUEL AT A PREPAID COST OF $1.98/GALLON. ALL IN FAVOR, MOTION CARRIED.

The final bid on health insurance came in and since it is less than anticipated, there will be a $12,300.00 savings over what was budgeted.

The proposed $27,000.00 Health Trust payback for insurance should arrive in July.

Tina said that Steve Morrison received a check for the chairman’s stipend in error. This should have been sent to Bob Adams. The SAU paid $300.00 to Bob Adams for the mistake.

BUILDINGS AND GROUNDS:

Scott reported on their recent meeting. The kitchen door needs to be replaced. Jamie Myers quoted $1660.00 to replace the door.

The entry doors need to be replaced. A quote for a steel door was $10,648.00 and aluminum was $11,500.00.

Repairs on the truck are complete.

The generator was serviced.

A request was made by e-mail to EpiSource to install a new light.

The contract for purchasing a carport was sent in. It should be here in May.

Royal Electric quoted $1500.00 to install power supplies on the stage.

The stage panel needs a new wheel. The company it was purchased from is no longer in business.

Scott will get in touch with the Select board about sharing the cost of a five year license for the generator.

MOTION BY AUDREY CHAMPAGNE, SECONDED BY ROB BRUCE TO PURCHASE AND INSTALL A KITCHEN DOOR FOR $1660.00. ALL IN FAVOR, MOTION CARRIED.

BUDGET:

No report

POLICY HANDBOOK:

No report

EXECUTIVE BOARD:

No report

NEGOTIATIONS (PROFESSIONAL STAFF):

No report

NEGOTIATIONS (SUPPORT STAFF):

No report

STEERING COMMITTEE:

No report

TRANSPORTATION:

The new bus has arrived.

TECHNOLOGY:

No report

BROWN FUND:

Scott is looking at the account and hopes to give the Committee a figure they can work with soon.

LISBON EDUCATION FOUNDATION:

A total of $2,195.00 was awarded in grants at the March meeting. The Gamesters Club donated $468.00 to the Foundation from their fundraiser.

PRINCIPAL’S REPORT:

Steve nominated Les Poore for Middle School Girls Softball Coach.

MOTION BY SCOTT CHAMPAGNE, SECONDED BY AUDREY CHAMPAGNE TO APPROVE THE NOMINATION OF LES POORE FOR MIDDLE SCHOOL GIRLS SOFTBALL COACH. ALL IN FAVOR, MOTION CARRIED.

Steve discussed a situation where a student cannot afford to pay $285.00 for the driver education classes they attended. It was decided Steve would try to set up a payment plan for the student or possibly have the student work off their debt at school this summer.

SUPERINTENDENT’S REPORT:

MOTION BY SCOTT CHAMPAGNE, SECONDED BY ROCHELLE CACIO TO APPROVE THE SENIOR CLASS TRIP ON 4/30. ALL IN FAVOR, MOTION CARRIED.

MOTION BY SCOTT CHAMPAGNE, SECONDED BY ROB BRUCE TO AWARD NOLAN NIGHTINGALE $1500.00 TO HELP PAY HIS TUITION AT ST PAUL’S SCHOOL ADVANCED STUDIES PROGRAM. ALL IN FAVOR, MOTION CARRIED.

MOTION BY SCOTT CHAMPAGNE, SECONDED BY ROB BRUCE TO APPROVE THE 2015-2016 STAFF NOMINATIONS AS PRESENTED BY SUPERINTENDENT COUTURE. ALL IN FAVOR, MOTION CARRIED.

A first reading of the Principal’s job description was done. The Board decided to approve the job description with only a first reading.

MOTION BY OWEN CLARK, SECONDED BY SCOTT CHAMPAGNE TO APPROVE THE PRINCIPAL’S JOB DESCRIPTION. ALL IN FAVOR, MOTION CARRIED.

A second reading of the following job descriptions was done: Administrative Assistance to the Principal and Guidance, Distance Learning Facilitator and Educator, Library Media Center Assistant, Receptionist, Office Manager.

MOTION BY BETH HUBBARD, SECONDED BY SCOTT CHAMPAGNE TO APPROVE THE FIVE JOB DESCRIPTIONS THEY READ FOR A SECOND TIME. ALL IN FAVOR, MOTION CARRIED.

Pierre made phone calls to all our Representatives regarding the proposed change in Adequacy Aid.

The Superintendents also met with Representatives in Concord about Adequacy Aid. The change is to take effect in 2017 and will hit the North Country very hard. The House version of the budget was amended on the floor last Wednesday to 90% of the current funding. Aid has been decreasing the past few years and this proposal could make budgeting extremely difficult for some districts. Pierre said Adequacy Aid will be set in June so we will know what to expect when budgets are being put together next year for 2017.

The NCES membership is up for renewal. As an Associate Member, Lisbon would pay $8.71/student for a total of $3081.69.

MOTION BY SCOTT CHAMPAGNE, SECONDED BY ROB BRUCE TO APPROVE THE RENEWAL OF OUR NCES ASSOCIATE MEMBERSHIP AT A COST OF $3081.69. ALL IN FAVOR, MOTION CARRIED.

MOTION BY AUDREY CHAMPAGNE, SECONDED BY STEVE SHERRY TO OUTSOURCE THE SCHOOL LUNCH PROGRAM TO CAFÉ SERVICES. ALL IN FAVOR MOTION CARRIED.

Pierre said there are two proposals from Café Services and asked the Board which one they would like to go with.

MOTION BY SCOTT CHAMPAGNE, SECONDED BY ROCHELLE CACIO TO APPROVE THE PLAN THAT WILL KEEP OUR CURRENT EMPLOYEES AT THEIR CURRENT WAGES. ALL IN FAVOR, MOTION CARRIED.

MOTION BY SCOTT CHAMPAGNE, SECONDED BY ROB BRUCE TO GO INTO NON PUBLIC SESSION AT 8:45 PM UNDER RSA 91A:3, I, II OF THE RIGHT TO KNOW LAW TO DISCUSS PERSONNEL TAKING PRINCIPAL SEXTON, DEAN OF STUDENTS BEN JELLISON, SUPERINTENDENT COUTURE, AND BUSINESS ADMINISTRATOR PEABODY WITH THEM. ALL IN FAVOR FOLLOWING A ROLL CALL VOTE, MOTION CARRIED.

MOTION BY SCOTT CHAMPAGNE, SECONDED BY STEVE SHERRY TO RETURN TO PUBLIC SESSION AT 8:57 PM. ALL IN FAVOR FOLLOWING A ROLL CALL VOTE, MOTION CARRIED.

MOTION BY OWEN CLARK, SECONDED BY BETH HUBBARD TO GRANT MARY COLEMAN AN EXTENSION ON HER RETIREMENT NOTIFICATION DATE FOR LONGEVITY DUE TO HER BIRTHDAY BEING THREE MONTHS FROM THE END OF THE SCHOOL YEAR. ALL IN FAVOR, MOTION CARRIED.

There being no further business to come before the Board, MOTION BY BETH HUBBARD, SECONDED BY AUDREY CHAMPAGNE TO ADJOURN AT 9:00 PM. ALL IN FAVOR, MOTION CARRIED.

Respectfully submitted,

Cindy Derosia

Clerk