LISBON BOARD OF EDUCATION JUNE 12, 2013

LISBON REGIONAL SCHOOL 7:00 PM

MINUTES

PRESENT: Chairman Steve Morrison, members - Bob Adams, Rob Bruce, Rochelle Cacio, Audrey Champagne, Scott Champagne, Owen Clark, Wendy Ho-Sing-Loy, Beth Hubbard, Principal Steve Sexton, Superintendent Paul MacMillan, Superintendent Pierre Couture, Business Administrator Sandy Stone

Steve called the meeting to order at 7:00 PM.

MOTION BY BETH HUBBARD, SECONDED BY OWEN CLARK TO APPROVE THE MINUTES OF THE MAY 8, 2013 MEETING AS WRITTEN. ALL IN FAVOR, MOTION CARRIED.

FINANCIAL:

Bills were circulated for approval.

Sandy distributed financial reports for the lunch program and regular budget.

The lunch program is $3,110.49 in deficit. Lunch will be served 11 more days before the end of the school year. Sandy said she doesn’t expect much change in the bottom line. The deficit is due to the decrease in the sales of meals and lower federal reimbursement.

The regular budget is in good shape. Revenue has increased by $4000.00 since last month. The increase comes from a new Bath tuition student and additional Medicaid money coming in. The year-end balance is $48,000.00 but not all purchase orders are closed and there may be more money gained.

Sandy added an expenditure of $8,000.00 to cover the lunch program deficit. Since it won’t be this high, the money will be returned and the bottom line will increase.

There was a question about the obligation to pay a Lakeview School invoice for the out of district placement student. Paul said the district is in a very safe condition regarding the non-payment of this invoice. Sandy was asked to check with the Department of Education on how we can hold money aside for the invoice in case we have to pay it.

Chairman Morrison was asked to sign the SAU 23 tuition agreement for the 2013-2014 school year.

Paul introduced the Board to new Superintendent Pierre Couture.

BUILDINGS AND GROUNDS:

Rochelle reported on the recent meeting. There are sinks in the two classrooms outside of the Principal’s office that are not draining properly and causing an order in the rooms. Steve recommended removing the sinks as the classrooms are no longer used for elementary students. It was decided to cap the drains and cover the sinks for the time being.

There are rods in the old boiler that regulate the temperature in the flue. They need to be replaced. Roland quoted $870.00 to do this.

The oil tank will be topped off this month. There is $6,000. - $7,000. remaining in the budget to cover the cost.

Control Tech has finished the preliminary work to up-grade the heat controls. They expect to finish the job in mid-July.

The cost to connect the heat sensor for the elevator is $660.00.

There was a tree on Mrs. White’s lawn that fell on a car during graduation ceremonies. It also broke the fence and bent the oil tank vent. Her insurance will pay for the damage.

Steve will follow up with the contractor on the roof repair.

There are four students working for the custodian this summer.

BUDGET:

No report

POLICY HANDBOOK:

Audrey did a second reading of the Wellness Policy – JLCF

MOTION BY AUDREY CHAMPAGNE, SECONDED BY BETH HUBBARD TO APPROVE THE WELLNESS POLICY – JLCF. ALL IN FAVOR, MOTION CARRIED.

Audrey proposed an emergency reading to approve changes to the Co- and Extra-Curricular Activities Policy. Approval of the changes tonight will make it possible to insert the new policy in the student handbook. The changes are in regard to disciplinary actions and the consequences of student infractions. Steve said this will make the policy clearer and there will be less chance for different interpretations.

MOTION BY SCOTT CHAMPAGNE, SECONDED BY OWEN CLARK TO APPROVE THE CHANGES TO THE CO- AND EXTRA-CURRICULAR POLICY AS READ. ALL IN FAVOR, MOTION CARRIED.

There was a discussion about the Henry Brown Trust Fund and who is eligible to apply for the scholarship. Mary needs more guidance on the application rules. Audrey asked if a student can take time off of school and then reapply for the scholarship. Another question was raised about students that don’t go to college straight from high school. The Policy Committee will make proposed changes to the application rules and bring them back to the Board for approval.

EXECUTIVE BOARD:

Listed under the Superintendent’s report.

NEGOTIATIONS (PROFESSIONAL STAFF):

No report

NEGOTIATIONS (SUPPORT STAFF):

No report

STEERING COMMITTEE:

No report

TRANSPORTATION:

No report

TECHNOLOGY:

No report

BROWN FUND:

No report

LISBON EDUCATION FOUNDATION:

No report

PRINCIPAL’S REPORT:

Steve received a request to allow two students to ride to Lisbon together after their AP Statistics class at Profile High School next year. The student requesting permission to ride with the other student will take the vocational bus from Lisbon (to Littleton) to Profile and the other student will be driving her car from Lisbon to Profile. She and her parents are willing to give the other student a ride back to Lisbon after class. Steve said his only concern is a student driving another student. The policy is no more than one student in a car. The Board directed Steve to leave the policy as is.

Steve made the Board aware of the French trip next year. The trip is planned for 4/15 – 4/26/14. The students will miss two to three days of school and the time they miss is excused.

Steve asked for the approval of coaching positions for fall sports.

MOTION BY SCOTT CHAMPAGNE, SECONDED BY AUDREY CHAMPAGNE TO NOMINATE JIM TRUDELL AS THE VARISTY GOLF COACH. ALL IN FAVOR, MOTION CARRIED.

MOTION BY BETH HUBBARD, SECONDED BY WENDY HO-SING-LOY TO NOMINATE LES POORE AS VARSITY BOY’S SOCCER COACH. ALL IN FAVOR, MOTION CARRIED.

MOTION BY OWEN CLARK, SECONDED BY WENDY HO-SING-LOY TO NOMINATE MIKE MCKEEVER AS THE VARISTY GIRL’S SOCCER COACH. 7 IN FAVOR, 1 OPPOSED, MOTION CARRIED.

MOTION BY AUDREY CHAMPAGNE, SECONDED BY BETH HUBBARD TO NOMINATE PAT RIGGIE AS JUNIOR VARSITY GIRL’S SOCCER COACH. ALL IN FAVOR, MOTION CARRIED.

MOTION BY WENDY HO-SING-LOY, SECONDED BY BETH HUBBARD TO NOMINATE A.J. MCVETTY AS MIDDLE SCHOOL GIRL’S SOCCER COACH. ALL IN FAVOR, MOTION CARRIED.

MOTION BY BETH HUBBARD, SECONDED BY OWEN CLARK TO NOMINATE TODD FISHER AS MIDDLE SCHOOL BOY’S SOCCER COACH. ALL IN FAVOR, MOTION CARRIED.

Steve said there are 6 to 7 students interested in participating in regional bass tournaments this fall sponsored by the NHIAA. Steve asked the Board if they would approve a Bass Fishing team.

MOTION BY OWEN CLARK, SECONDED BY WENDY HO-SING-LOY TO CREATE A BASS FISHING TEAM AT THE SCHOOL AND JOIN THE NHIAA TO COMPETE AT A HIGH SCHOOL LEVEL. 7 IN FAVOR, 1 OPPOSED, MOTION CARRIED.

MOTION BY OWEN CLARK, SECONDED BY ROCHELLE CACIO TO APPROVE BASS FISHING VOLUNTEER COACHES CHRIS NESS AND TRACEY LOCKE. ALL IN FAVOR, MOTION CARRIED.

Mrs. Chickering asked Steve about the possibility of adding a French class to the elementary curriculum. The Board recommended she bring this proposal back to them at budget time.

Sue Lucas recently attended a workshop and learned that a Reading Specialist used for interventions should not be funded out of an IDEA grant. This position needs to be paid out of the regular budget. Steve said this can be done due to a change in an expenditure. An out of district placement has changed since the budget was set and Steve said there is $40,000.00 more budgeted than what is needed.

Lisbon is a part of innovative programs through the State Department of Education. Last year we received a $10,000.00 equipment grant and are developing a game based learning course that will teach the curriculum of a particular subject. The games are being matched to the standards. Steve would like to use $20,000.00 from the IDEA grant, previously used for a Reading Specialist, to pay Tracey Locke (37.5% of his salary) to teach this course.

There are 11.5 paraprofessional positions budgeted for next year. Steve said they recently looked at the kids needing paraprofessionals and at this time 11 positions are required.

He would like to move a part time paraprofessional to full time next year. Depending on what happens in 2013-2104, we may be ½ of a position under budget.

MOTION BY WENDY HO-SING-LOY, SECONDED BY OWEN CLARK TO CHANGE THE THREE POSITIONS AS PRESENTED BY PRINCIPAL SEXTON. 7 IN FAVOR, 1 OPPOSED. MOTION CARRIED.

SUPERINTENDENT’S REPORT:

Paul nominated Helene Pelletier to replace Sue Strong who is retiring from the cafeteria position.

MOTION BY WENDY HO-SING-LOY, SECONDED BY BETH HUBBARD TO HIRE HELENE PELLETIER TO FILL THE CAFETERIA POSITION. ALL IN FAVOR, MOTION CARRIED.

Paul received a letter from Brittany Dodge informing him of her maternity leave the first quarter of next year. She plans to use sick days and unpaid leave. She will return to work full time on November 4, 2013.

Wallie Berry did receive the letter Steve wrote thanking him for his donation of the bus for the senior class trip.

Paul had a copy of the Professional Development Master Plan. The Executive Board will oversee the plan.

The Department of Education submitted a $10,000.00 grant application to the Nellie Mae Foundation on behalf of the districts in SAU35. If approved, the grant will support professional development to promote implementation of common core standards and improve student achievement.

The SAU and its districts will begin using School Spring which is a national search engine for recruiting. Applications, resumes, and recommendations can all be uploaded on the site. A committee will be able to easily review the applicants on line which will cut down on the paperwork currently being generated.

The NHIAA was awarded a large grant to help promote student athlete leadership training and healthy living. The Athletic Directors have received information on workshops and training and are being asked to encourage students to get involved.

Paul said he hadn’t received any feedback on the job descriptions he presented last month and asked the Board for their approval.

MOTION BY AUDREY CHAMPAGNE, SECONDED BY WENDY HO-SING-LOY TO APPROVE THE JOB DESCRIPTIONS OF KINDERGARTEN, LOWER PRIMARY (GRADES 1 ,2 & 3), AND UPPER PRIMARY CLASSROOM (GRADES 4, 5 & 6) TEACHERS. ALL IN FAVOR, MOTION CARRIED.

MOTION BY SCOTT CHAMPAGNE, SECONDED BY WENDY HO-SING-LOY TO GO INTO NON-PUBLIC SESSION AT 8:43 PM UNDER RSA 91A:3, I,II OF THE RIGHT TO KNOW LAY TO DISCUSS A LEGAL ISSUE AND ADMINISTRATIVE REQUEST TAKING PRINCIPAL SEXTON, SUPERINTENDENT MACMILLAN, SUPERINTENDENT PIERRE COUTURE, AND BUSINESS ADMINISTRATOR STONE WITH THEM. ALL IN FAVOR FOLLOWING A ROLL CALL VOTE, MOTION CARRIED.

MOTION BY WENDY HO-SING-LOY, SECONDED BY OWEN CLARK TO RETURN TO PUBLIC SESSION AT 8:53 PM. ALL IN FAVOR FOLLOWING A ROLL CALL VOTE, MOTION CARRIED.

MOTION BY WENDY HO-SING-LOY, SECONDED BY BETH HUBBARD TO EXTEND BEN JELLISON’S CONTRACT BY ONE YEAR. BEN WILL HAVE A TWO YEAR CONTRACT BEGINNING JULY 1, 2013. ALL IN FAVOR, MOTION CARRIED.

MOTION BY OWEN CLARK, SECONDED BY WENDY HO-SING-LOY TO GIVE BEN JELLISON 45 SICK DAYS PER YEAR. ALL IN FAVOR, MOTION CARRIED.

MOTION BY OWEN CLARK, SECONDED BY SCOTT CHAMPAGNE TO PAY BEN JELLISON’S PROFESSIONAL DEVELOPMENT EXPENSES BUT NOT PAY COURSE REIMBURSEMENT. ALL IN FAVOR, MOTION CARRIED.

There being no further business to come before the Board, MOTION BY WENDY HO-SING-LOY, SECONDED BY OWEN CLARK TO ADJOURN AT 8:55 PM. ALL IN FAVOR, MOTION CARRIED.

Respectfully submitted,

Cindy Derosia, Clerk