LISBON BOARD OF EDUCATION OCTOBER 9, 2013

LISBON REGIONAL SCHOOL 7:00 PM

MINUTES

PRESENT: Chairman Steve Morrison, members - Bob Adams, Rob Bruce, Audrey Champagne, Scott Champagne, Owen Clark, Wendy Ho-Sing-Loy, Beth Hubbard, Dean of Students Ben Jellison, Superintendent Pierre Couture, Business Administrator Sandy Stone

Chairman Morrison called the meeting to order at 7:00 PM.

MOTION BY BETH HUBBARD, SECONDED BY OWEN CLARK TO APPROVE THE MINUTES OF THE SEPTEMBER 11, 2013 MEETING AS WRITTEN. ALL IN FAVOR, MOTION CARRIED.

FINANCIAL:

Sandy distributed the surplus/deficit statement and pointed out an increase in revenue of $3500. from parental tuition. She asked the Board to refer to the second page of the statement where she noted a breakdown of the estimated ending balance. Lisbon received a $70,692. refund from Local Government Center. LGC was ordered by the court to rebate money to schools and municipalities. The statement shows excess money in the areas of SPED tuition, secretary retiring, field trips, legal fees, and professional staff changes. She listed the increase in revenue of $55,150. that was mentioned last month.

The school lunch surplus/deficit statement was circulated. This year, the statement will have actual figures and not projections as in previous years.

A three year proposal from Primex for Workers’ Compensation was presented to the Board. A recap of the cost for the previous five years was reviewed.

MOTION BY AUDREY CHAMPAGNE, SECONDED BY BETH HUBBARD TO ACCEPT A THREE YEAR (7/2014 – 6/2017) PROPOSAL FROM PRIMEX FOR WORKERS’ COMPENSATION INSURANCE. ALL IN FAVOR, MOTION CARRIED.

Sandy read the following resolution: To hereby accept the offer of the New Hampshire Public Risk Management Exchange (Primex) to enter into its Workers’ Compensation Contribution Assurance Program (CAP) as of the date of the adoption of this resolution, and to be contractually bound to all of the terms and conditions of Primex risk management pool membership during the term of the Workers’ Compensation Contribution Assurance Program (CAP). The coverage provided by Primex in each year of membership shall be as then set forth in the Coverage Documents of Primex.

I attest that the foregoing is a true copy of the Resolution of the Governing Board of the Lisbon School District adopted on 10/9/13.

Sandy presented oil bids:

Dead River - $3.25/gallon, not fixed

Stiles Fuel - $3.234/gallon prepaid, $3.334/gallon fixed

Irving – Bid had to be discarded as the deadline was the same day the quote was received.

She recommended going with the prepaid bid. We use approximately 22,000 gallons/year.

MOTION BY AUDREY CHAMPAGNE, SECONDED BY SCOTT CHAMPAGNE TO GO WITH THE PREPAID BID OF $3.234/GALLON FROM STILES FUEL. ALL IN FAVOR, MOTION CARRIED.

Lisbon is in the fifth and final year of a copier lease agreement with SPC. The new proposal includes both copiers and printers. If the proposal is approved, SPC will replace seven printers with new Hewlett-Packard machines. The five remaining printers are new and will be covered in the maintenance agreement. Five new Xerox copiers are also included in the proposal. Sandy said that by using machines from one manufacturer, ordering of supplies will be easier. The new bid is $10,988. the first year and increases 2.68% /year after that. The current contact is $9,792./year and the yearly increase has been 3.9%.

MOTION BY AUDREY CHAMPAGNE, SECONDED BY BETH HUBBARD TO ENTER INTO A FIVE YEAR AGREEMENT WITH SPC TO SUPPLY AND MAINTAIN OUR COPIERS AND PRINTERS AT $10,988. THE FIRST YEAR AND 2.68% INCREASE EACH YEAR AFTER. ALL IN FAVOR, MOTION CARRIED.

The proposed 2014-2015 SAU35 budget was distributed. The overall increase to the budget is 2.47%.

If approved, Lisbon’s share will increase 5.6%. Steve asked that comments or concerns be sent to him, Tina Peabody, or Pierre.

BUILDINGS & GROUNDS:

Bob reported on the Committee’s recommendation to move the oil tank down the alley for a shorter run. A smaller tank can be installed. Our oil price is not dependent on tank size. With the projected year-end balance, Pierre said it made sense to change the tank during the 2013-2014 school year.

MOTION BY SCOTT CHAMPAGNE, SECONDED BY WENDY HO-SING-LOY TO EXPEND UP TO $3300. FOR THE UNDERGROUND STORAGE TANK DESIGN AND BIDDING/CONTRACT SUPPORT FROM CHRISTOPHER WILLIAMS. ALL IN FAVOR, MOTION CARRIED.

Access panels have been installed in the air circulators. Royal charged $160.00 to rent their lift.

PSNH put in an anchor that hit a drain pipe causing the drain to back up into the school. There was no damage to the school. The town road crew dealt with fixing the problem.

BUDGET:

No report

POLICY HANDBOOK:

The Committee is working with Mary Coleman on the application for re-applying for the Brown Scholarship.

Ben presented a revised Co-and Extra-Curricular Activities Code of Conduct. The format is a little different from the policy handbook as it was taken from the student handbook. Changes are in red and were made to clean up the language to avoid the misunderstanding of disciplinary actions for violations. The first and second violation punishments are now set by a number of days and not by a number of events. The third violation remains the same.

MOTION BY OWEN CLARK, SECONDED BY WENDY HO-SING-LOY TO ACCEPT THE POLICY AS PRESENTED AND TO WAIVE THE SECOND READING. THE POLICY WILL GO INTO EFFECT ON 11/1/13. ALL IN FAVOR, MOTION CARRIED.

EXECUTIVE BOARD:

See Superintendent’s report.

NEGOTIATIONS (Professional Staff):

Steve said they will be setting up meetings soon.

NEGOTIATIONS (Support Staff):

No report

STEERING COMMITTEE:
No report

TRANSPORTATION:

No report

TECHNOLOGY:

Ben purchased a new mobile lab for grades 7 and 8 with left over money from the netbook appropriation. He was able to buy 20 machines and a cart.

BROWN FUND:

No report

LISBON EDUCATION FOUNDATION:

The Foundation recently awarded $6115.30 in grants. It was decided they would set aside 80% of money raised for grants.

PRINCIPAL’S REPORT:

Ben discussed the possibility of purchasing a handicap van for transporting wheelchair bound students. The current cost of transportation for one student is $13,500. He said they may be able to transport two students and possibly preschool students. At times, it would be beneficial to have a van at their disposal for other trips. The Board asked Ben to crunch the numbers and if it is justified, they may be willing to go forward with this idea.

There is an issue with the lack of supervision of the Bath tuition students after school dismissal at 2:30 pm. The Bath bus doesn’t arrive to pick them up until 3:30 pm. Ben said a temporary solution would be to pay a staff member to stay after school and supervise the students. He estimated the cost to be $2800. for the remainder of the year.

MOTION BY SCOTT CHAMPAGNE, SECONDED BY OWEN CLARK TO HIRE A STAFF MEMBER TO SUPERVISE THE BATH TUITION STUDENTS UNTIL THEIR BUS ARRIVES AT 3:30. ALL IN FAVOR, MOTION CARRIED.

Ben will look at other options and report back to the Board.

Enough money has been saved in the activity fund and from class fund balances donated back to the school to purchase an electronic sign. The sign is 4” x 8” and will be mounted on the school. Royal will do the electrical work and mounting.

MOTION BY SCOTT CHAMPAGNE, SECONDED BY OWEN CLARK TO ACCEPT THE PURCHASE OF AN ELECTRONIC SIGN FOR THE SCHOOL. ALL IN FAVOR, MOTION CARRIED.

SUPERINTENDENT’S REPORT:

The SAU received a proposal to purchase the Knights of Columbus building located next to Profile School. The proposal was not accepted. A second bid was proposed. The office lease is up in February of next year. Pierre said they are exploring options. AHEAD is purchasing the building they are located in but it is possible the SAU can continue to rent the office space.

SAU35 2014-2015 budget hearing is scheduled for November 12, 6:00 PM at Profile School.

The Executive Board approved the SAU goals for 2013-2014. Pierre distributed them to the Board and said he is pleased with the Admin Team for working together toward the goals.

A professional development day is scheduled for 10/11 at Lisbon School. They will be working on Goal #2, course competencies. Pierre said that Lisbon is a leader in the state in this area. Lisbon teachers will be presenting on Friday and then breaking into smaller groups to lead discussions in their classrooms.

Enrollment figures as of October 1 were distributed. They are staying steady.

There is a Commissioner’s meeting scheduled for October 16 at WMRHS. Commissioner Barry will speak on Common Core and Smarter Balance.

Pierre presented the first reading of a job description for a Lisbon Paraeducator. The Board will vote to accept or change the description at the meeting next month.

Pierre attended a conference regarding the Affordable Health Care Act. There will be little impact on our district since all of the employees have health insurance. The hope is that Anthem will respond and start offering less expense plans so that the cadillac tax does not affect employees in the future.

As of now, the government shutdown is not affecting our schools.

MOTION BY SCOTT CHAMPAGNE, SECONDED BY OWEN CLARK TO GO INTO NON-PUBLIC SESSION AT 8:40 PM UNDER RSA 91A:3, I, II OF THE RIGHT TO KNOW LAW TO DISCUSS PERSONNEL TAKING DEAN OF STUDENTS BEN JELLISON, SUPERINTENDENT PIERRE COUTURE, AND BUSINESS ADMINISTRATOR SANDY STONE WITH THEM. ALL IN FAVOR FOLLOWING A ROLL CALL VOTE, MOTION CARRIED.

MOTION BY SCOTT CHAMPAGNE, SECONDED BY WENDY HO-SING-LOY TO RETURN TO PUBLIC SESSION AT 8:55 PM. ALL IN FAVOR FOLLOWING A ROLL CALL VOTE, MOTION CARRIED.

MOTION BY AUDREY CHAMPAGNE, SECONDED BY BETH HUBBARD TO ACCEPT THE RESIGNATION OF TODD FISHER. ALL IN FAVOR, MOTION CARRIED.

There being no further business to come before the Board, MOTION BY SCOTT CHAMPAGNE, SECONDED BY WENDY HO-SING-LOY TO ADJOURN AT 8:59 PM. ALL IN FAVOR, MOTION CARRIED.

Respectfully submitted,

Cindy Derosia, Clerk