Lisbon Board Of Education                                                                             January 10, 2018

Lisbon Regional School                                                                                   6:04 PM

Lisbon, New Hampshire

MINUTES

PRESENT: Principal Jackie Daniels, Dean of Students Paula Frank, Superintendent Pierre Couture, Board Members Robert Bruce, Steve Sherry, Owen Clark, Mike King, Jim Trudell, Nina Brown, Rochelle Cacio and Kristin Franklin.

Owen Clark (acting chairman of the Board for the evening) called the meeting to order at: 6:04 pm

No public input.

APPROVAL OF MINUTES:

MOTION BY ROCHELLE CACIO, SECONDED BY STEVE SHERRY TO ACCEPT THE NOVEMBER MEETING MINUTES. ALL IN FAVOR. APPROVED.

FINANCIAL:

Manifest were circulated and signed.

Kristin Franklin- the new SAU 35 Business Manager spoke about the budget a little bit, she said things are very tight. It looks like there is a $313,818.85 budget balance, however, there are expenses that are not encumbered but will be spent. We will most likely end up in a deficit situation by the end of the school year. This is assuming that all unencumbered accounts will be paid to zero. We budgeted for a 21% increase but ended up with a 14% increase. We are over budget in some areas but the savings in health insurance helped offset that a bit. We can take money out of the Special Ed. account to use if needed. The current balance in the Special Education account is $96,014.10.

 The guidance overage was straightened out. Some of the second guidance salary is paid by a grant and the rest is through our budget- that is why we are over a bit for guidance.

BUILDINGS AND GROUNDS:

The maintenance truck we had has been gone since Dec. 22nd. The town is using it because their truck is broken.

Chris is looking into getting a snow blower for snow removal in the alleyways and entrance.

 There was a 3” main water line fixed on December 27th. The roof is leaking above the music room. We need a company to come in and repair the leak - to hold it over until the roof is replaced.

The propane boiler has been broken 5 or 6 times in the last 3 weeks. Chris has sent many corresponding emails. They changed out the circuit board- it shut down by 6 pm that night they fixed it. The circuit boards are set for zero degree weather- the parts are on order and will be fixed. Chris is very glad he didn’t let them take both boilers out - they would have frozen the building. There was a meeting on January 9th with all of the companies involved to remedy this problem. Chris found three tank check valves frozen and only drawing from one tank - not enough surface area to run both of the boilers. This contributed to the failures. The new valves are on order.

They re-coupled circulator pump #8. Circulator pump # 10 has scheduled seal kits to install.

The custodians are still not able to keep up with all of the cleaning in the building. A student asked Chris if he could help out for a couple of hours a night. Students get $8 - $8.50 to start.

 Mr. McKeevers Tech Ed. room needs a charging station for all of the robotic stuff that needs to be charged.

 The floor sweeper needs some attention - It will be $350 wheel kit, four belts and a cleaning service for the sweeper. The floor scrubber spun a caster bearing - it will be $70 for a new pair.

The ice melt broadcasters broke, we may need to purchase a replacement. That will cost $50.

The maintenance crew would like to be paid for two hours per weekend during the winter months for coming to plow and to be on call.

OWEN CLARK MADE A MOTION TO PAY THE ON-CALL MAINTENANCE PERSON FOR TWO HOURS PER WEEKEND IN CASE IT SNOWS. SECONDED BY STEVE SHERRY AND NINA BROWN. ALL IN FAVOR. APPROVED

BUDGET:

At the last meeting Owen Clark talked about financing (instead of buying) a new maintenance truck and taking the bleachers out of the budget to lower it a bit.

We are projecting $83,000 in tuition.

We have $2,500.00 revenue from Erate tech support- It is a grant that Principal Daniels put in for.  Joey Orlando (IT) is putting in the new access points for us. When we get a grant we have to budget for it first, then we receive a payment of 70% back.

Our district share of the budget increase is $138,877. Our town of Lisbon share - when we subtract state aid of 1.8 million dollars and all other revenues Lisbon school is still at 1.1 Million. Lisbon Regional School is getting $1,842,061.00 in adequacy aid.

Some of the students that are in special ed now at our school have to have their own classrooms because they can’t be in the classroom with all of the other students. This causes the need for more staff members.

We are very close to the bare minimum of school offerings, we don’t really have any extra electives here at Lisbon School other than what we have offered online.

Board member Nina Brown suggested sending letters to parents to have them sign and send down to Concord in regards to getting the aid we need at our school. Superintendent Couture said that he can send a letter out, as he has all the information.

ROCHELLE MADE A MOTION TO PRESENT THE BUDGET AS IT IS, IT WAS SECONDED BY ROBERT BRUCE. ALL IN FAVOR. ACCEPTED.

POLICY HANDBOOK:

The School Board Association recommends the school board policies be reviewed each year - Jackie handed out copies of the reviewed policies. REVIEWED POLICIES were: BEDB, DIH, DKA, and EH.

REVISED POLICIES were BEDG, EBCA, and EFA. We added the last two paragraphs to the policy BEDG - MINUTES policy. The paragraphs read: Approved minutes, except those non-public session minutes which are sealed, shall be consistently posted on the District’s website in a reasonably accessible location or the website shall contain a notice describing where the minutes may be reviewed and copies requested. Draft minutes will be available for inspection at the District’s administrative office.

Sealed minutes shall be reviewed periodically and unsealed by majority vote or the Board if the circumstances justifying sealing the minutes no longer apply. The Superintendent shall identify and bring to the Board’s attention minutes which have sealed because disclosure would render the proposed action ineffective where the action has been completed and the minutes no longer need to be sealed. The Superintendent will also identify any other sealed minutes where the justification for sealing no longer applies due to the passage of time. Generally, non-public session minutes sealed because divulgence of the information would likely affect adversely the reputation of a person other than a member of the School Board, will remain sealed.

Emergency plans EBCA is a new law stating that our plan had to be posted on the DOE on the IVAST- we copied recommended wording on the School Board Associations policy.

The EFA is a new policy for us- we should have had it last year and did not realize it. It’s the policy on school meal accounts. We updated the wording on our balance letters that are sent home.

NINA BROWN MADE A MOTION TO ACCEPT THE READINGS, SECONDED BY STEVE SHERRY. ALL IN FAVOR. APPROVED.

EXECUTIVE BOARD:

Did not meet.

NEGOTIATIONS (PROFESSIONAL STAFF):

The numbers are ready for the budget hearing.

NEGOTIATIONS (SUPPORT STAFF):

Chairman Bob is working on it.

STEERING COMMITTEE:

No report - However, Principal Daniels mentioned a meeting will be put together with a proposal for changes to be made with the senior projects.

TRANSPORTATION:

Waiting for new contract from WW Berry transportation. We agreed to the 2% increase for the 5 year contract.

TECHNOLOGY:

No Report

BROWN FUND:

Students are starting to get their transcripts in - Dr. Neihburg said stocks did well and that maybe there will be more money to give out.

LISBON EDUCATION FOUNDATION:

No Report

PRINCIPAL’S REPORT:

The first semester will end on January 19th. Our January first enrollment was at 343 students.

A letter was sent to the state police requesting that the drug dog come to the school. Parents were notified with a letter that the dog would be coming at some time. Students and faculty are not notified prior to the dog coming.

As part of the Gear Up grant we will have access to Naviance. Naviance is a comprehensive college and career readiness solution that helps districts and school align student strengths and interests to postsecondary goals, improving student outcomes and connecting learning to life. This is free to our school as part of Gear Up. We are looking forward to getting staff members trained on using the program and then using it with the students.

Dean of Students Paula Frank spoke about the discipline report.

UPCOMING EVENTS:

January 10 - 12:00 Early release for staff development, 6:00 - School Board Meeting

January 11 - 7:15-2:30 Culinary Arts class to King Arthur Flour

January 12 - Middle School PAWS-itive reward trip to Time Quest

January 15 - No School - Civil Rights Day

January 17 - Molar Express

January 18 - 1:00 Class meetings

January 19 - Semester one ends

January 22 - Town of Lisbon budget hearing in the library

January 25-26 - PAWS field trip to Jay Peak

February 7 - French Club is serving the Woman’s Club dinner

February 9 - Middle School PAWS-tive reward trip

February 12 - 10:50-11:10 High School advisory meetings, Town of Lisbon budget hearing in the library

February 19-23 - Winter Carnival

February 20 - Gear Up parent night

February 21 - 5:00 School Board Meeting followed by budget hearing at 7:00

SUPERINTENDENT:

Staff appointment.

MOTION MADE BY STEVE SHERRY TO ACCEPT THE STAFF POSITION OF A NEW MAINTENANCE PERSON, SECONDED BY NINA BROWN..

We pay our nurse substitutes $75.00 per day for a registered nurse. Superintendent Couture is asking the board to increase our substitute nurse pay to $100.00 per school day.

STEVE SHERRY MADE MOTION TO ACCEPT THE PAY INCREASE, SECONDED BY ROBERT BRUCE. ALL IN FAVOR. APPROVED.

We will have to have a warrant article to spend money out of our special ed account-. We have to ask voters for permission to use money out of that account. Superintendent Couture will write up the warrant article and show the Board at the February meeting.

The Budget hearing is February 21st. The Board meeting will be at 5 pm that evening with the Budget hearing to follow at 7 pm.

We don’t have the number for the new roof yet. We can discuss it further at the february meeting.

Bath School Board met - they will take our 3 year agreement for their high school students but not for their middle school students. They want to still give their middle schoolers a choice of schools for now. Haverhill is making proposals to Bath to get the student's to go there instead of Lisbon. As of right now, we are just year to year with Bath.

The Bath high school students still have a choice, but Bath only gets the discounts if we have 90% of their high school students. They will have the 3% regardless but nothing more than that.

ROCHELLE MADE A MOTION TO GIVE SUPERINTENDENT COUTURE APPROVAL TO AMEND THE CHANGES TO THE POLICY FOR BATH STUDENTS TO HAVE HIGH SCHOOL LOCKED IN FOR 3 YEARS AND ALLOW MIDDLE SCHOOL TO STILL HAVE CHOICE, SECONDED BY NINA BROWN.

There being no further business to come before the board, MOTION MADE BY OWEN CLARK, SECONDED BY NINA BROWN and STEVE SHERRY TO ADJOURN AT 7:34 PM. ALL IN FAVOR, MOTION CARRIED.

Respectfully submitted,

Amanda Bailey

Board Clerk