

Lisbon Board Of Education
Lisbon Regional School
Lisbon, New Hampshire

May 5, 2022
6:30 PM

MINUTES

PRESENT: Chairman Owen Clark, Vice Chairman Bob Adams, Principal Jackie Daniels, Dean of Students Paula Frank, Superintendent Tari Thomas, Business Administrator Toni Butterfield, Board Members Arthur Boutin, Steve Sherry, Cathy Colby, Nina Brown, Scott Peterson, Mo Chandler, Tucker Clark

Public attendees:

Chairman Owen Clark called the meeting to order at 6:41 pm.

Public Input:

MOTION MADE BY BOARD MEMBER NINA BROWN TO APPROVE THE APRIL 13TH '21 BOARD MINUTES AND APRIL 13TH '21 NON-PUBLIC MINUTES, SECONDED BY BOARD MEMBER TUCKER CLARK. ALL IN FAVOR. APPROVED.

ANNOUNCEMENTS AND GOOD NEWS:

Principal Jackie Daniels shared she had sent a Google Form to the senior class asking what their plans after high school are. Principal Daniels filled the board in on student responses. Board members discussed Gear Up. Principal Daniels shared Family Literacy Night will be held on May 24th and a spaghetti dinner will be included. She will share the form with parents again if any parents had missed it when it was sent out before.

Board members asked for clarification on the 8th-grade awards taking place at the end of the year. Principal Daniels shared that the 7th and 8th grades will join together for an award assembly that parents will be invited to during the school day. At this ceremony, 8th-grade students will have cake. Board members discussed how they would like the 8th-grade evening ceremony to continue as it has in the years past as it is a memorable experience for both students and parents.

MOTION MADE BY BOARD MEMBER NINA BROWN TO CONTINUE HOLDING AN END-OF-YEAR EVENING CEREMONY EVENT FOR 8TH GRADE STUDENTS STARTING THIS YEAR, SECONDED BY STEVE SHERRY. ALL IN FAVOR. APPROVED.

Principal Daniels agreed to discuss the 8th-grade evening ceremony with the middle school team.

Principal Daniels gave a COVID report. Though there are some families and staff who have experienced contact, our school continues to maintain no active COVID cases.

Principal Daniels shared an update on the driver's education program. There have been 0 applicants for the open driver's education teacher position. Principal Daniels shared Mike Ducet's proposal for the Drivers Ed Program which runs out of Littleton. Mr. Ducet is willing to absorb the Lisbon students into his current program which runs 6 to 7 weeks at a time. Classes would run in Littleton and Mr. Ducet is willing to travel to Lisbon for driving times. The cost for Mr. Ducet's program is currently \$750, however, may increase in the near future due to rising fuel prices. Board members discussed paying \$350 towards each Lisbon student's driver's ed tuition for their first attempt at the course. This would leave the student to come up with the remaining difference for the program tuition which would currently be \$400 and subject to increase. Board members continued to discuss a price for students to pay for a driver's education course. Lisbon charges their students the least compared to surrounding districts/towns in the North Country. Board members also discussed plans for the driver's education car. At this point board members decided it is best to keep the driver's education car in case there is a change in the driver's education program in the future. Board members agreed the car could be used for school purposes.

MOTION MADE BY BOARD MEMBER TUCKER CLARK TO ACCEPT A CONTRACT WITH MIKE DUCET AND HIS CURRENT DRIVERS EDUCATION PROGRAM PROPOSAL TO PARTNER WITH LISBON REGIONAL FOR THE 2022/2023 SCHOOL YEAR, SECONDED BY BOARD MEMBER ARTHUR BOUTIN. ALL IN FAVOR. APPROVED.

MOTION MADE BY BOARD MEMBER BOB ADAMS TO APPROVE COVERING \$350 OF THE DRIVERS EDUCATION PROGRAM COST TO EACH LISBON STUDENT AT THE BEGINNING OF THEIR FIRST ATTEMPT TO THE COURSE, SECONDED BY BOARD MEMBER NINA BROWN. ALL IN FAVOR. APPROVED.

Principal Daniels shared the green recycling bins have been distributed around the school. Plastic bottles, paper, and cardboard are now being recycled. 5th-grade students are sorting the recycling and Chris Leavitt is transporting the recycling to the recycling center in town.

Principal Daniels brought to the board's attention that the weather will be in the 80s next week. The second floor will get very warm and wondering if the school board still wants the student dress code in the handbook to be enforced. The school board agreed the dress code does need work for the future. Superintendent Thomas suggested the dress code be brought to legal counsel for guidance and changes be made at a later date. Board members agreed.

FINANCIAL:

Business Administrator Toni Butterfield shared the current surplus deficit numbers. Currently, the ending balance is showing \$409,073. There is still a list of items that may be needed still, however, even with this list the school will be able to achieve its \$400,000 ending balance.

Business Administrator Butterfield shared fuel bids will be in the paper on Wednesday and mailed to 9 fuel providers. There was a \$10,284 credit found sill at Stiles. The SAU will be looking into the contract to see how to retrieve this credit and will connect with Chris Leavitt to find out what our current fuel levels are at.

Business Administrator Butterfield explained how the food contracts work. The contract is currently sitting with the DOE and hopes they will be to the SAU in time for signatures in June. Free lunch for all students will end on June 30th. With the current numbers, it looks like there may be a \$863 loss, the national average is closer to \$1,000. Board members discussed the Abbey Group has guaranteed in the past they take on the losses. The SAU will look into this to be sure.

BUILDING AND GROUNDS:

Board member Steve Sherry shared the Building and Grounds Report. The oil tank had it's yearly inspection and came out okay. The gym floor will begin on 7/1. On 4/14 the elevator failed the elevator smoke test as there wasn't a smoke detector in the upper shaft, however, was grandfathered in for approval due to a heat shunt. On 4/27 the sprinklers were inspected- a piece needs to be replaced however we have the piece. On 4/25-4/27, the gym girders were vacuumed out. A manlift was borrowed from New England Wire Technologies. 4/27 "Absolute Spill" cleaned the acid neutralizer \$1,500. On 4/27 the truck was serviced with a new piston seal for the plow, calipers, pads, and an O2 sensor costing \$700. Todd Colby recommended getting the truck N.H. Oil undercoated which will cost around \$300. The total multipurpose room floor replacement will cost \$35,122 and the recycling room should be added to this. Board members decided the recycling room should not be added to the floor replacement and instead be fixed with a cheaper option. The art room needs a new counter which will cost \$1,000. 2 quotes have come in for the recycle room exterior doors at \$10,000-\$12,000. Waiting on 3rd quote. The elementary wing is in need of custom vanities (due to size) that will cost \$4,037. The current vanities are the "1959" vanities. The DHW circulator was ordered for the kitchen on 5/2. The "Playmart" representative was at the school over vacation and explained every post will be replaced.

POLICY HANDBOOK:

Superintendent Thomas asked the board to approve the last three policies Lisbon needs to be in compliance these policies were ILD - Non-Educational Questionnaires, JLCJA - Emergency Plans, and EHAC - Electronic Signatures.

MOTION MADE BY BOARD MEMBER TUCKER CLARK TO APPROVE POLICIES ILD, JLCJA, AND EHAC IN ONE READING, SECONDED BY BOARD MEMBER CATHY COLBY. ALL IN FAVOR. APPROVED.

EXECUTIVE BOARD:

Chairman Owen Clark explained that the board discussed/reviewed speech plans with the schools at the last Executive Board Meeting. The next full board meeting will be on June 1, 2022, at the Profile School at 5:30 PM and the new superintendent will be present.

SCHOOL STAFFING NOTIFICATIONS AND APPROVALS

New staff nominations for the 22/23 school year included Alyssa Powers -K-12 Art, Thelma (Tammy) Poitras - K-4 Special Education, and Kayleigh Ham - Special Education Complex Needs.

MOTION MADE BY BOARD MEMBER ARTHUR BOUTIN TO APPROVE THE SLATE OF NEW TEACHERS FOR THE 2022/2023 SCHOOL YEAR, SECONDED BY BOARD MEMBER SCOTT PETERSON. ALL IN FAVOR. APPROVED.

Staff resignations for the end of the 2021/2022 school year included Brittany Dodge - Elementary Teacher and Jeffrey Kin - Special Education Teacher.

MOTION MADE BY BOARD MEMBER ARTHUR BOUTIN TO APPROVE RESIGNATIONS AS LISTED, SECONDED BY BOARD MEMBER TUCKER CLARK. ALL IN FAVOR. APPROVED.

Principal Jackie Daniels handed in an official 90-day notice to board members. Chairman Owen Clark thanked Principal Daniels for all her hard work, especially during the COVID crisis.

MOTION MADE BY CHAIRMAN OWEN CLARK TO ALLOW PRINCIPAL JACKIE DANIELS TO FULFILL HER 2021/2022 SCHOOL YEAR WITH THE LAST DAY OF JUNE 30TH, 2022, SECONDED BY BOARD MEMBER TUCKER CLARK. ALL IN FAVOR. APPROVED.

Board members discussed advertising right away for the Principal position. The new superintendent will be part of the hiring process. Board members discussed the logistics of contracts for a new principal.

IMPORTANT DATES:

May 9-13 - 5th & 6th grade State testing
May 11 - NH State science test for juniors

May 12 - Senior Day Trip
 May 13 - Hat and Pajama Day - money raised to support a family who lost their home in a fire
 Paradigm Shift - senior class - 11:00-12:30
 NJHS Induction - 12:00
 May 16-19 - 7th & 8th grade State testing
 May 16-18 - 4th grade State testing
 May 19 - High School Trip to NYC (Funded by the Lisbon Education Foundation)
 Middle School Spring Fling - 6:00-8:00
 May 20 - Professional Development - no school
 May 21 - High School Prom
 May 24 - CLiF Family Night - all families welcome - 5:30-7:00 RSVP
 May 25 - GEAR UP Scholarship event for seniors - Concord, NH
 Grades 4&5 - Candlepin bowling field trip to Shelburne Falls, MA (Funded by LEF)
 Grade 6 field trip to Littleton Historical Society and movies in Lancaster
 May 26 - Grade 1 field trip to Montshire Museum
 Elementary Spring Music Concert - 6:30
 May 27 - Elementary placing flags at Grove Hill Cemetery - 9:00-11:00
 May 30 - Memorial Day - no school
 June 1 - Yearbook dedication - 1:45
 June 3 - CHAT Club field trip to Seacoast Science Center
 8th Grade Step Up Day - 12:45
 June 7 - Kindergarten Celebration - 1:00
 June 8 - Grade 5-7 Awards Assembly - 10:00
 Eighth Grade Celebration - 5:30
 School Board Meeting - 6:30
 June 9 - MS/HS Spring Choral and Band Concert
 June 9 & 10 - Kindergarten registration - call for an appointment
 June 10 - High School Awards Assembly - 1:00
 Elementary Field Day - 1:00
 Class Night for Seniors - 6:00 PM
 June 12 - Graduation of the class of 2022 - 2:00
 June 13 - Greek Olympics at Community Field - grades 5 & 6 - 8:30-2:00
 Grades 7 & 8 to Whales Tale
 June 14 - Field Day - middle school and high school
 Last day of school - 12:00 dismissal
 June 17-19 - Alumni Reunion

SUPERINTENDENT:

Superintendent Thomas shared the Annual General Assurances for Federal Programs document with board members. Superintendent Thomas recommended the board vote for Chairman Clark and Superintendent Thomas to sign the document.

MOTION MADE BY BOARD MEMBER BOB ADAMS TO ALLOW SUPERINTENDENT THOMAS AND CHAIRMAN CLARK TO SIGN THE ANNUAL GENERAL ASSURANCES FOR FEDERAL PROGRAMS, SECONDED BY BOARD MEMBER SCOTT PETERSON. ALL IN FAVOR. APPROVED.

MOTION MADE BY BOARD MEMBER ARTHUR BOUTIN TO GO INTO NON-PUBLIC SESSION PER RSA 91A:3,1,11 AT 8:12 PM UNDER THE RIGHT TO KNOW LAW TAKING PRINCIPAL DANIELS AND SUPERINTENDENT THOMAS. ALL IN FAVOR, FOLLOWING A ROLL CALL VOTE. MOTION CARRIED.

ROLL CALL TO RETURN TO PUBLIC SESSION AT 8:51 PM. ALL IN FAVOR. APPROVED.

THERE BEING NO ADDITIONAL BUSINESS TO COME BEFORE THE BOARD, A MOTION WAS MADE BY BOARD MEMBER TUCKER CLARK, SECONDED BY BOARD MEMBER NINA BROWN TO ADJOURN THE MEETING AT 8:52 PM. ALL IN FAVOR, MOTION CARRIED.

Respectfully submitted,

Alexis Blowey
Board Clerk