

Lisbon Board of Education
Lisbon Regional School
Lisbon, New Hampshire

December 14, 2022
5:30 PM

MINUTES

PRESENT: Chair Owen Clark, Vice Chairman Robert Adams, Principal Sam Natti, Dean of Students Paula Frank, Superintendent Kate Segal, Business Administrator Toni Butterfield, Board Members, Steve Sherry, Nina Brown, Arthur Boutin, Scott Peterson, Cathy Colby, Tucker Clark, and Mo Chandler.

Owen Clark called the meeting to order at: 5:34 pm.

ANNOUNCEMENTS & GOOD NEWS: Invitations for the holiday concert were delivered to every mailbox in Lisbon, Lyman and Landaff encouraging the community to be involved in the school. The Lisbon Regional School National Honor Society is baking 'sweet boxes' of cookies and candies to deliver to seniors in the area on December 21, 2022.

APPROVAL OF THE MINUTES:

MOTION MADE BY BOARD MEMBER TUCKER CLARK TO APPROVE THE NOVEMBER 9 2022 BOARD MINUTES, SECONDED BY BOARD MEMBER CATHY COLBY. ALL IN FAVOR. APPROVED.

PUBLIC INPUT: N/A

PUBLIC ATTENDEES:

NON-PUBLIC: (See below)

NEW BUSINESS: N/A

CONTINUING BUSINESS:

- a. Review of Esser Grant Funds monies:
ESSER III will be used to purchase the HVAC system (details in Building and Grounds report). Discussion also included the possibility of using some of ESSER and possibly SOC grants to fund an alternative school to meet the social emotional needs of students due to a variety of reasons including behavior concerns that have increased due to Covid-19, which also resulted in academic gaps. An alternative school would be able to better meet the social, emotional and academic needs of a small population of students, and may also have the potential to tuition in other district students.
- b. Review of Federal Grants Funds-Lisbon has been awarded the SAFE grant for \$22k and which will fund additional locks and cameras.
- c. Jennifer Opalinski resigned as the SAU Grant Writer; Nancy Annunziato has been hired to take her place.

PRINCIPAL'S REPORT:

Schedule update: The scheduling committee gathered feedback from parents, students and staff and the overwhelming response was a preference for the current block schedule.

Vape Detector Installation: Vape detectors have been installed in 8 of the 10 bathrooms in the building. Parents have been notified and there has been a decrease in usage in the building. Notifications are sent to administration via text and email.

General Information: Invitations for the holiday concert to every mailbox in Lisbon, Lyman and Landaff to try and get the community involved in the school.

The National Honor Society is baking 'sweet boxes' of cookies and candies to deliver to seniors in the area on December 21, 2022.

There was an activity day the half day before Thanksgiving. The teachers did a nice job of putting everything together on short notice and the day was well received by the students.

Paula Frank, Dean of Students, shared SWIS data regarding discipline from October (when we first started using the new program) up to December 14, 2022.

SUPERINTENDENT REPORT:

In January the public will be invited to a public hearing regarding the budget on January, 11th and February 15th at 5:30 pm. School Board meeting to follow. On March 15th the school board meeting will be at 5pm.

Superintendent Segal shared a copy of the 2023-2024 school calendar.

SAU enrollment was shared.

FINANCIAL/BUSINESS MANAGER:

The budget is over by approximately \$191,000. \$229,000 will be written into Esser because it cannot be put into Title IV which will result in a positive fund balance of approximately \$30,000.

For ESSER, 20% of the funds have to be used for academic loss. Toni, Sam and the new grant writer will sit down to figure out the budget.

There are a few issues with some school board members receiving many DocuSign messages.

The auditors require an account questionnaire to be completed by the school board chair on ethical statements, monetary expenditures, etc.

COMMITTEE REPORTS:

BUILDING AND GROUNDS: (OC, MC, TC, AB)

Chris Leavitt informed the Building and Grounds Committee that propane is now delivered by Dead River for the kitchen. On Nov. 23, 2022 all of the propane connections were brought up to code.

Chris Leavitt and Sam Natti went to Manchester and Newfound to check out the roofing units. ENE quoted 1.8 million/second best 1.799 million. The units in Manchester were highly recommended and well received by Manchester. The units in Newfound were described as serviceable and do the job, but would not have been the first choice if that district had more time for installation. We can do the second floor (priority) right off and work on the gym and MPR at a later date. The 1.8 million quote includes the \$275k required panel upgrades. Windows are to be kept shut which will lower costs of having to replace window knobs.

On 12/1/22 there was a school Fire and Life safety inspection that went well. Bottle filling stations required solenoids at \$90.00 each. Sensors cost \$56.00 each. The old kiln was removed. The plug and wire was replaced. Replaced light fixtures with LED lights that kept falling from the gym/MPR. On 12/12/22 Portland Glass came to replace a broken window in the Multi-Purpose Room. On 12/12/22 the generator alarm went off and the company was called for

service where they found a faulty oil pressure sensor. Chris is price shopping for Consumables. \$16.08 per case for bags; \$6.38 per case for roll towels. We are running a trial for quality. Chris shimmed a cement pad for the robotics storage shed.

BUDGET: (OC, MC, TC, AB)

Tax rate of 2.15 increased by putting 2.5% (\$73k) in retention and receiving lower adequacy aid (2.3 lowered to 2.2 million) because of lower enrollment (lack of attendance and aid). We spent less than we budgeted for and the tax rate still went up. \$229k will be pulled out of the budget and put into grants. Principal Natti thinks the enrollment will stabilize over time.

Toni is scheduling a date to have a representative from the State of NH come to a board meeting to explain how the tax rate is set.

The alternative school would help stabilize the budget. The cost to fund the alternative school would be a big hit financially up front, but would eventually pay for itself over time. The board discussed the pros and cons of using ESSER money for the alternative school first versus paying for the HVAC system. Mr. Natti said he would provide more information about the modular building costs. Being ESSER money we would not need voter approval but staffing and operational costs would need to be presented. Superintendent Segal asked if the SOC grant could be used to help with funding. We need something to increase revenue and the alternative school would be a viable option to do so.

Owen Clark asked the board what we should be shooting for budget wise to present to the public. We are at a 1.3% increase to date. Medical went up 18% and retirement went down 2%. A question about how the \$35k for the MPR floor be paid came up (ie; ESSER, wait or taken out of the budget?) **The board agreed to a 2% increase to present to the taxpayers.** The board is not in favor of retaining 2.5% in the future because it can only be held for one year.

EXECUTIVE BOARD: (OC)

2023-2024 SAU Budget and district calendar presented and approved.

NEGOTIATIONS (PROFESSIONAL STAFF): (RA, AB, NB)

N/A

NEGOTIATIONS (SUPPORT STAFF): (RA, AB, NB)

N/A

TRANSPORTATION: (SP, TC)

N/A

TECHNOLOGY: (SS, MC)

N/A

BROWN FUND: (SP-)

N/A

LISBON EDUCATION FOUNDATION: (SP, NB)

N/A

POLICY HANDBOOK: (SS, MC, -)

The board voted to remove three policies that were not needed; EBCE, ICA, and KDA.

MOTION MADE BY BOARD MEMBER MO CHANDLER TO APPROVE REMOVING POLICIES EBCE, KDA & ICA SECONDED BY BOARD MEMBER OWEN CLARK. ALL IN FAVOR. MOTION CARRIED.

OTHER BUSINESS: N/A

MOTION TO GO INTO NON-PUBLIC PER RSA 91 A:3 made by Tucker Clark and seconded by Nina Brown. All in Favor. Motion carried by a Roll Call Vote.

RETURNING FROM NON-PUBLIC AT 8:07, A MOTION WAS MADE BY TUCKER CLARK TO offer a 2 year contract TO Principal Natti, with a salary of \$90,000 for 23-24 school year, and a 4% raise the following year in 24-25; and to offer a 1 year Assistant Principal contract to Paula Frank, for \$88,000 with a 220 day contract. This was seconded by Cathy Colby. All in favor. Motion carried

MOTION MADE BY BOARD MEMBER ARTHUR BOUTIN TO ADJOURN THE MEETING AT 8:10 pm, SECONDED BY TUCKER CLARK ALL IN FAVOR. MOTION CARRIED.

Respectfully submitted,

Paula Frank
Substitute Board Clerk