

1 **Shaker Regional School Board**
2 **Meeting Minutes**
3 **June 24, 2010**
4
5

6 IN ATTENDANCE

7 **School Board:** Chairman: Diane O’Hara; Heidi Hutchinson, Sean Embree, Sumner
8 Dole, Tom Goulette, Gretta Olson-Wilder

9 **Excused:** Pret Tuthill

10 **Administration:** Business Administrator: Debbie Gay; Director of Buildings & Grounds:
11 Doug Ellis; Director of Special Education: Tonyel Mitchell-Berry; Director of
12 Technology: Jon White; Principals: Russ Holden

13 **Guests:** Mark Blount
14

15 CALL TO ORDER AND ROLL CALL

16 Chairman Diane O’Hara called the meeting to order at 6:02pm. Diane O’Hara shared
17 that the new Superintendent as of July 1, 2010 was in attendance as a guest for this Board
18 meeting.
19

20 MINUTES OF PREVIOUS MEETING

21 The June 10, 2010 School Board Minutes were accepted as presented.
22

23 OLD BUSINESS

24 **Policy Committee – IJOA (Field Trip) 1st Reading:** The policy draft was included in the
25 packet. Sumner stated that “the nuts and bolts” will be included in the rules and
26 procedures and he would like to make sure that it is clear that the staff member’s first
27 responsibility is the students on the trip. The staff member should not be allowed to
28 bring his or her spouse and children. Diane did state that in some cases a staff member’s
29 spouse has been invaluable on field trips helping as a chaperone and organizing. The
30 rules and procedures need to be very clear with this subject. It was suggested that the
31 roles and responsibilities of chaperones should be addressed in the rules and procedures.
32 There was some discussion and clarification in the policy on line 28 & 29. Mark Blount
33 suggested that there should be a specific number of days to approve a certain type of field
34 trip. Some can be approved right away, but others need time to be processed. Sean also
35 suggested that the rules and procedures include how the field trip is going to be paid for
36 when the approval for the trip is being asked for.
37

38 **Huot Center Follow-up:** Tom Goulette shared that the City Council meeting had the best
39 possible outcome. The vote to move forward had passed. There were a number of local
40 business people in attendance. Our school district was the only other district in
41 attendance. The three issues addressed were – the Huot Center needs renovations – It
42 should not be renovated on site due to financial issues. The last issue is that it is time to
43 get in line for state aid. At this point, there is no commitment to the renovations. Each
44 school district that attends the Huot Center will be receiving a letter to attend a meeting to
45 discuss tuition. They are currently in the planning stage. What are the space needs per
46 program? There will be some financial discussion.

1 *Buildings & Grounds Report:* Doug informed the Board that about 85% of the ceiling
2 tiles have been removed at BES. Bonnett, Page and Stone will begin work next week.
3 Everything is progressing well.

4
5 *Expenditure of Unencumbered Year-end Funds:*

- 6 1. *For CES roof repair:* Doug asked if the Board would approve the spending of
7 \$9,000.00 for a 3-5 year fix on the CES roof. The district will need to replace the
8 roof after that time for about \$60,000.00.
- 9 2. *For BHS Sound Systems:* Doug also asked the Board if they would be willing to
10 spend \$7,000.00 to replace the sound system in the gymnasium and \$4,000.00 to
11 replace the system in the cafeteria. There was some concern regarding the dollar
12 amount to replace the systems. It was asked if it is a safety issue when there are
13 emergency drills in the building. Russ explained the situation with the current
14 sound system. The PA system is adequate it just has some repairs that are needed.
15 The student council purchased a portable sound system a couple of years ago,
16 which is currently being used in the cafeteria and in the gym. It was decided that
17 Doug would look into repairing the existing sound systems and the PA system at
18 BHS. Tom Goulette asked Doug if there are any building projects that are a
19 priority. Doug stated that the drainage problem at CES is ongoing. He would
20 need about \$10,000.00 to adequately repair the drainage around the gymnasium
21 end of the building. Tom asked if all of the curriculum needs were met for this
22 year. Debbie stated that they were all met.
- 23 3. *Other:* Debbie Gay distributed a memo to the Board. It was explaining the Year
24 End Reserve for the Actuarial Study. She is recommending that the district
25 reserve up to \$4,500.00 for the actuarial study so that we can comply with the
26 GASB 45 rule.

27
28 ***A motion was made by Sumner Dole, and seconded by Sean Embree, to approve***
29 ***\$4,500.00 be reserved for the GASB 45 actuarial study. The motion passed with a 5-1***
30 ***vote.***

31
32 ***A motion was made by Sumner Dole, and seconded by Tom Goulette, to approve the***
33 ***temporary repair of the CES roof and the repair of the drainage at CES for a total of***
34 ***\$20,000.00. The motion passed unanimously.***

35
36 The final calculations have not been done yet for the Unencumbered/Unexpended fund
37 yet, but Debbie estimates about \$150,000.00 will go back to the taxpayers from this fund.

38
39 *On the Horizon:* The Board asked if the results of the Youth Risk Behavior Survey could
40 be on the 2nd meeting in August. Jen Gagnon needs to be present for this. Russ told the
41 Board that the high school results have been given out to the parents by letter and it is
42 available on the web site. Next year, the District would like to make Jen Gagnon's
43 position a full time position. Jen would like to stay working 3 days and we could hire
44 another person for 3 days as well. There are several programs that could be implemented
45 when the position is full time. The July 8th meeting will have the Special Education
46 Report added. The Food Service Annual Report will be moved to the September 9

1 meeting. Buildings and Grounds Energy Audit will be added to the July 8 meeting. Also,
2 The Board Retreat Discussion was removed from the June 24 agenda.

3
4 NEW BUSINESS

5 *Technology Bids:* Debbie Gay distributed the results of the bids to the Board. The bids
6 were received on Tuesday. The District uses “Get Best Bid.com” which is an online
7 posting of what the district is looking for and they wait to hear back from different
8 companies. This seems to be the way most businesses are working now. We no longer
9 send information to individual companies. On the results of the bids, the recommended
10 bids are highlighted. Debbie stated that the high school is going to purchase 20 desk
11 model computers instead of replacing 24 laptops on the cart. Russ stated that the high
12 school hasn’t been able to use the laptop cart most of the year. There will now be a
13 computer lab with about 40 computers to be used by students and classes. Gretta asked
14 what is done with the old computers. Jon White said that recently, Steve Fournier has
15 asked for the old computers to be used in a class he is teaching at the high school.
16 Debbie explained which companies had the best bids and what was being recommended
17 by administration.

18
19 ***A motion was made by Sumner Dole, and seconded by Tom Goulette, to award the bid***
20 ***to SAI Enterprises for 53 desk top units totaling \$27,295.00 and to award the bid to***
21 ***Programmers Paradise for 10 Lenovo Laptops totaling \$9,280.00 and to award the bid***
22 ***to Office Environments for 5 Smartboards totaling \$22,015.00. As presented by***
23 ***Administration. The motion passed unanimously.***

24
25 *FY 2012 Preliminary Budget Discussion:* Sumner handed out a sheet showing different
26 budget increases showing the percentage and dollar amount of increases. He would like
27 the Collective Bargaining Committee and Finance Committee to keep the budget
28 increases in mind as they meet. In this economy things are very tight. Sumner asked the
29 Board for some feedback as to what they are looking for in this upcoming budget. Also,
30 schools will be receiving less state and federal money. Mark Blount stated that he is
31 going to be going to each of the building administrators and asking them to come up with
32 a budget. He needs to have an idea of how much the Board is willing to increase it. Tom
33 Goulette feels that the budget should start with a zero increase over last year and go
34 through every program as the budget is being looked at. Tom said that when he has
35 talked with the taxpayers in Belmont, no one is happy about this year’s increase. He
36 suggests that we be as conservative as we can.

37
38 *Schedule 2011 Annual Meeting:* Debbie said that we usually have our Annual Meeting
39 the first Friday in March. This year, that is the Friday of the winter break. We can’t have
40 a meeting before the first Friday in March and it has to be on a Friday night, according to
41 the by-laws. Canterbury has their town meeting scheduled for March 11, so we are
42 looking at March 18 to have the Annual Meeting. There was some discussion about
43 changing the by-laws. To do that, it needs to be done at an Annual Meeting.

1 *A motion was made by Sumner Dole, and seconded by Tom, to have the Shaker*
2 *Regional Annual District Meeting on Friday, March 18, 2010. The motion passed*
3 *unanimously.*

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5 *Other:* Mark Blount informed the Board that he attended the Edie's on June 12 and
6 wanted to extend a congratulations to Teresa Minogue for her Excellence in Math Award
7 and to Dan Clary for his NH Assistant Principal of the Year Award. It has been a
8 pleasure meeting with the students, teachers, and Administration. He did a walk-about
9 with Doug. His intent this year is to keep the Board informed and not to have any
10 surprises. He would like to have the Board consider a rolling 5 year Strategic Plan,
11 which can be continuously updated. He also intends to keep the tradition of being highly
12 visible at functions throughout the communities. He touched on the NHSAA Bulletin
13 that talks about the new laws and the recent changes in truancy, which will effect both the
14 high school and the middle school. Another big issue is the Bullying and Cyber-
15 Bullying, there are new requirements for initial and annual training by all staff. He
16 would like to take administration to the workshops in the early fall regarding bullying.

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18 ADJOURNMENT

19 *At 7:36pm, Diane O'Hara adjourned the meeting, accompanied by a motion by*
20 *Sumner Doll, and seconded by Tom Goulette, and by unanimous roll call vote to enter*
21 *into non-public session, in accordance with RSA 91-3:II(a)(b)(c).*

22
23 Respectfully Submitted,

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26 Stacy S. Kruger
27 School District Clerk
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