

1 **Shaker Regional School Board**  
2 **Meeting Minutes**  
3 **July 14, 2011**  
4

5 IN ATTENDANCE

6 **School Board:** Chairman: Pret Tuthill, Diane O'Hara, Sean Embree, Richard Bryant,  
7 Robert Reed, Heidi Hutchinson, Tom Goulette

8 **Administration:** Superintendent: Mark Blount; Business Administrator: Debbie  
9 Thompson; Director of Technology: Jon White

10 **Excused:** All other administration and student representatives  
11

12 CALL TO ORDER AND ROLL CALL

13 Chairman, Pret Tuthill called the meeting to order at 6:00pm  
14

15 MINUTES OF PREVIOUS MEETING

16 *June 23, 2011:* Minutes accepted as presented.  
17

18 PUBLIC PARTICIPATION

19 Nothing to report  
20

21 REPORTS

22 A) *Student Representative Reports:* Andrew Bragg from BMS and Steven Farkas from  
23 BHS have been excused from the meeting.

24 B) *Administration:* The Administrative reports were included in the packet for the Board  
25 to review.

26 C) *Superintendent of Schools*

27 a) *Monthly Report:* Mark's report was included in the packet. He added that he  
28 had visited all of the schools this week and they are looking good, inside and out.  
29

30 D) *School Board Members:* Tom asked about the NEASC Reports that were mentioned  
31 in the BHS Principal's Report. Mark stated that they are doing a pre-self study, which  
32 needs to be submitted by February 2012. Mark stated that Russ had informed him that it  
33 is progressing on time. Tom also asked when the accreditation is up at BHS. Mark said  
34 that he would check into that.  
35

36 OLD BUSINESS

37 "*On the Horizon*": It was decided by the Board that there will not be a meeting on July  
38 28, 2011. Pret asked if the Board members had anything else they would like to have on  
39 the upcoming agendas. There were no requests.  
40

41 *2011-2012 Budget Development Report:* As requested at the last meeting, Debbie went  
42 through each line number to reflect the final changes to the 2011-2012 budget. These  
43 numbers were included in the Board packet. Diane stated that she had gone through the  
44 budget changes and had a lot of questions. Heidi also has several questions on the final  
45 numbers. It was decided that this would be reviewed at the next Finance Committee

1 meeting. Pret requested that the accepted oil prices be reflected in the final budget too.  
2 Tom requested that the final budget numbers be posted on the district web site.

3  
4 *Other:* Debbie reported that the free breakfast and lunch program provided by the NH  
5 Food Bank is going well at both BES and BMS. At the elementary school, they had  
6 served 29 breakfasts today and had run out. This is a grant that will run through August  
7 5<sup>th</sup>. When the program began there were not many children eating but after advertising it  
8 in the paper and having summer programs under way at the schools the number of meals  
9 served has picked up quite a bit.

10  
11 NEW BUSINESS

12 *Technology Bid Opening and Public Hearing Technology Expendable Trust Fund*

13 *Discussion:* Jon White informed the Board that they had opened the server bid and the  
14 lowest was \$44,000.00, which was from Focus Technology Solutions. Also, there is a  
15 need to replace 2 desktop computers at both BES & BMS, 1 laptop computer at BMS and  
16 8 netbooks at BES and 8 netbooks at CES, this would cost about 11,000.00. Currently,  
17 there is \$15,000.00 available in the 2011-2012 budget for the server. Jon requested that  
18 there be a public hearing scheduled to request the withdrawal of 29,000 for the server bid  
19 and 11,000 for the computer replacements, from the expendable trust fund.

20  
21 ***A motion was made by Tom Goulette, and seconded by Sean Embree to hold a Public***  
22 ***Hearing on August 11, 2011 to withdraw \$40,000.00 from the Expendable Trust Fund.***  
23 ***The motion passed unanimously.***

24  
25 ***A motion was made by Bob Reed, and seconded by Tom Goulette, to accept the bid***  
26 ***from Focus Technology Solutions, for the server contract, as recommended by***  
27 ***Administration. This is contingent upon the approval for the withdrawal of \$40,000.00***  
28 ***from the Expendable Trust Fund. The motion passed unanimously.***

29  
30 There was some discussion about the server contract with Focus Technology Solutions.

31  
32 *Electronic Student Registration Form – Jon White:* Jon stated that he had met with a  
33 representative from each school when creating the registration form from Web2School.  
34 The form will have most of the family information pre-filled and sent home with the  
35 student on the first day of school. The parent or guardian is to make sure the information  
36 is correct or make changes if needed. This should cut down on some of the papers that  
37 parents have to fill out at the beginning of each year. There were several questions from  
38 the Board members. They were hoping that the papers could all be done on line. At this  
39 time the district is not able to do that due to confidentiality issues.

40  
41 *Shaker Technology Users Guide – Jon White:* Jon presented the new “thin” Users Guide  
42 to hand out to existing and new staff. It helps explain how to get your computer up and  
43 running. The technology department will be looking to get feedback from the schools.  
44 Jon stated that they still have a ticket tracking system for computer questions or  
45 problems. Heidi asked if temporary employees or substitute teachers will have their own  
46 accounts. Jon said that they have setup accounts for substitutes that are covering

1 computer classes or long-term substitutes. All employees have to sign an acceptable use  
2 agreement before they are setup on the computers.

3  
4 *Policy JICJ – “Beepers and Other Electronic Communication Devices” – As Amended:*  
5 Heidi stated that this policy has been presented once already. There have been some  
6 amendments made. SRSD will be added to the footnote and lines 7 through 9 have been  
7 added. This policy is to give semi-open access at BHS. Students will be able to bring  
8 their own computers or ipods in to use at school. Permission forms will need to be signed  
9 by parents and students before they can use them at school.

10  
11 ***A motion was made by Heidi Hutchinson, and seconded by Richy Bryant, to accept***  
12 ***policy JICJ “Beepers and Other Electronic Communication Devices” with***  
13 ***amendments. The motion passed unanimously.***

14  
15 *Policy JFAB – “Admission of Non-Resident and Tuition Students” As Amended:* Heidi  
16 said this policy was discussed a few months ago. The wording “in their senior year” was  
17 removed. This policy can apply to other students as well. Line 14, under normal  
18 circumstances was removed. There were other minor changes made.

19  
20 ***A motion was made by Heidi Hutchinson, and seconded by Sean Embree, to accept***  
21 ***policy JFAB “Admission of Non-Resident and Tuition Students” as presented to the***  
22 ***Board. The motion passed unanimously.***

23  
24 *Policy JJJ – “Student Activity Funds” as amended:* Heidi stated that there were quite a  
25 few changes made to this policy. One of the additions was that no money will remain un-  
26 deposited for more than 2 business days. Each school will have a treasurer.

27  
28 ***A motion was made by Heidi Hutchinson, and seconded by Diane O’Hara, to accept***  
29 ***policy JJJ “Student Activity Funds” as amended. The motion passed unanimously.***

30  
31 *Policy JJD – “Student Participation Fees” – First Reading:* Heidi stated that Mark had a  
32 number of people work on this policy and then the policy committee made some changes  
33 as well. This is now being presented to the Board for a first reading. If the Board has  
34 any questions or comments they can contact the policy committee members.

35  
36 *Policy DIA “Fund Balance” – First Reading:* Heidi stated that this policy is also being  
37 presented to the Board for a first reading. Debbie had brought this to the policy  
38 committee due to GASB 64. The school district is required to report their fund balance in  
39 a different language than in the past. After review, if the Board has any changes or  
40 comments they are asked to contact the policy committee members.

41  
42 *Regional Calendar:* Pret stated that Gilford is considering omitting one of the school  
43 vacation weeks. There is a sample calendar included in the packet. He stated that there  
44 is no rational included with it. Winnisquam and Interlakes were both contacted and they  
45 have no interest in pursuing this calendar. There was some discussion about omitting a  
46 weeks vacation. It was stated that it is good to have that winter break to help the students

1 get over illnesses and there is a marginal savings to turn the heat down in the buildings.  
2 Also, the impact to the region was mentioned, such as the local ski areas. It was decided  
3 that Mark will draft a letter stating that the SRSD has no interest in this calendar and the  
4 Board Chairman will sign it.

5  
6 *Enrollment Report:* The report was included in the packet. Mark stated that the  
7 Kindergarten registration at BES is at 66, so the classes will be about 16 or 17 students.  
8 CES is currently at 20 students. The numbers at BMS are down, they were all out of  
9 district moves.

10  
11 *Other:* Debbie distributed a memo to the Board members regarding school breakfast and  
12 lunch prices. The Healthy Hunger-Free Kids Act of 2010 requires schools that are  
13 participating in the National School Lunch Program to work toward charging breakfast  
14 and lunch at a cost equal to, or in excess of, the amount that is reimbursed for breakfast  
15 and lunch for those students receiving free meals. We currently are charging enough for  
16 our breakfasts, but we need to increase our lunch prices. We can not raise the price more  
17 than .10 cents per year. Administration proposes that BES/CES will charge \$2.10 for  
18 lunch and BMS/BHS will charge \$2.35 for lunch.

19  
20 *A motion was made by Diane O'Hara, and seconded by Sean Embree, to increase*  
21 *lunch prices by \$.10 at all of the Shaker Regional Schools, as recommended by*  
22 *Administration. The motion passed unanimously.*

23  
24 ADJOURNMENT

25 *At 7:19pm, Pret Tuthill adjourned the meeting, accompanied by a motion by Sean*  
26 *Embree, and seconded by Diane O'Hara, and by unanimous role call vote to enter into*  
27 *non-public session, in accordance with RSA 91-3:II(b).*

28  
29 Respectfully Submitted,

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31  
32 Stacy S. Kruger  
33 School District Clerk  
34  
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