

**CANDIA SCHOOL BOARD MEETING
THURSDAY, JUNE 7, 2018 AT 6:00 P.M.
HENRY W. MOORE SCHOOL BAND ROOM**

These minutes have not been approved.

Matt Woodrow, Chair, called the meeting to order at 6:03 p.m. Those in attendance were Board members Dana Buckley, Kim Royer, Mark Chalbeck, and Stephanie Helmig; Principal, Dr. Robert St. Cyr; Assistant Principal, Michelle Lavallee; Director of Student Services, Kathryn Duncan; Technology Director, Dan Roma; Superintendent, Charles P. (Phil) Littlefield; Assistant Superintendent, Marge Polak, and Business Administrator, Karen Lessard.

Kim White led the attendees in the Pledge of Allegiance.

Matt Woodrow stated that this is Kim White's and Judi Lindsey's last meeting as employees, and thanked them, on behalf of the board, for their years of service. He also thanks Dr. St. Cyr for his years of dedication.

PROOF OF POSTING

Dr. Littlefield provided proof of posting.

PINKERTON ACADEMY LIAISON

Elizabeth Nerney addressed the board that included the following activities at Pinkerton:

- National Honor Society Induction
- Underclassmen Book Awards
- Fall Sports Signups are now listed online
- Graduation, Monday, June 11 at SNHU
- Baccalaureate night June 10th
- Finals begin June 14th
- Freshman Field Day, August 7
- Freshman Orientation, August 27

Elizabeth stated that incoming freshmen should take a chance on the multiple opportunities at Pinkerton.

Matt Woodrow stated that Mark Laliberte and Dr. Sandra Truby were recently named to the Pinkerton Board of Trustees. They are very excited about their new responsibilities.

APPROVAL OF MINUTES

Motion by Kim Royer, seconded by Stephanie Helmig, to accept the minutes of the Candia School Board Meeting on May 3, 2018, and the motion carried unanimously.

PRESENTATIONS

HL Turner Group

Bill Hickey and Doug Proctor from HL Turner Group addressed the board with regard to their maintenance report. Doug Proctor said the building is in good shape and, though it has been well maintained, it is showing some wear. He said the items no longer in code would only have to be brought up to code if 50% of the aggregate floor area were to be renovated. He added, however, that life safety issues are priority, and if something in that area needed to be addressed it would be. Bill Hickey stated that the Executive Summary would be ready in a week. Karen Lessard stated that after the final report is received, the Facilities Committee would meet to review and prioritize, then bring their recommendations to the board, Selectmen, and Budget Committee. Kim said the final report will be online.

Use of Technology to Enhance Learning

Dan Roma presented a PowerPoint on the Use of Technology to Enhance Learning, based on goals given to the Technology Committee by the board. He said the research for this project was beneficial for the committee, and that the communication component is one that could be improved. Some discussion ensued relative to screen-time. Matt Woodrow stated that we should always be mindful of keeping student data safe, secure, and private. Mary Pacheco stated because many children have difficulties with attention issues and staying on task, the use of technology can be helpful as engaging and interactive learning.

Elizabeth Murphy stated that Grade 6 Track & Field Team went to States for the first time.

Jennifer Maurice stated that June 18 is Spirit Day and that they are in need of volunteers. The rain date is June 20.

Judy Lindsey thanked those who attended Curriculum Night.

OPPORTUNITY FOR PUBLIC TO ADDRESS THE BOARD

Mark Laliberte (Jane Dr.) stated that his experience at the Henry W. Moore School has been a positive one. He complimented the staff and teachers on the 'wonderful' experience. He plans to foster a child(ren), and is looking forward to having them attend HMS.

UPDATES FROM DR. CHARLES P. LITTLEFIELD, SUPERINTENDENT OF SAU #15

Dr. Littlefield stated that in previous years, only the Superintendent needed to sign the Assurances, but that new requirements state that the Board Chair must sign as well. Dr. Littlefield said that he emailed the entire board the Assurances so they knew what the Chair was signing on their behalf.

REPORTS

Reports of Administrators

Administrator Reports were reviewed.

Kim Royer asked Lynda Byrne if the tick spraying is done, to which Lynda responded that she did the recommended amount of spraying has been completed.

With regard to the Suicide Prevention protocol, Mark Chalbeck asked if there is continuing training. Dr. Littlefield reiterated that there is no policy per se, but that the protocol that was always in place is still in place. He said those in the guidance field have the requirements necessary.

OLD BUSINESS

Goals

Goals were reviewed.

Dr. Littlefield stated that all goals have been completed and that some goals set for next year are ongoing.

NEW BUSINESS

18/19 School Lunch Prices

Karen Lessard stated that to be in compliance with the National School Lunch Program, breakfast and lunch prices must increase. She recommended a .10 increase to meet guidelines.

Motion by Matt Woodrow, seconded by Dana Buckley, to increase the current lunch price from \$2.75 to \$2.85, and the motion carried unanimously.

Board Meeting Date/Deliberative Session Date Conflicts

Dr. Littlefield stated that Deliberative Session (#1) falls on the day after the regularly scheduled February board meeting.

Motion by Kim Royer, seconded by Stephanie Helmig, to move the February 7 meeting to January 31, and the motion carried unanimously.

Funding Field Trips

The board discussed the funding of field trips. Mark Chalbeck stated that no matter what the board decides, funding should be fair and equitable, showing no favoritism. Kim Royer stated that she is comfortable with the \$8.00 cap. Considerable discussion ensued relative to the Science Camp and Washington, DC trips, as well as fundraising and integration of field trips into curriculum. The board will discuss further during budget season.

Baseball Fields

Kim Royer stated that, though the HL Turner Group will address fields, there is a need short-term fix now. Coach Denis Hebert addressed the board saying there are issues with drainage and fencing. He got quotes from three different landscapers who all made the same recommendations. The bid Mr. Hebert would like to go forth with would be \$8,715 for drainage and resurfacing and \$8,000 for fencing. Some discussion ensued as the fencing wouldn't be installed until late summer. Asked if it could be moved when the larger renovations would be made, he said it would be. When discussion of using fund balance came up, Dr. Littlefield stated that his goal is to have a fund balance equal to, or greater than, the year before. Kim Royer stated that this field work has been put off too many times and must be addressed now; the expectation was the fields would be fixed sooner than later.

Motion by Kim Royer, seconded by Matt Woodrow, to approve renovations to the baseball field and to fix/replace the fencing, funded by the remaining 17/18 funds, and not to exceed \$17,500, and the motion carried unanimously.

Changes to Handbook

Motion by Matt Woodrow, seconded by Dana Buckley, to approve the handbook changes as presented in the Principal's Report, and the motion carried unanimously.

Field Trip Authorization (Freedom Trail)

Motion by Kim Royer, seconded by Mark Chalbeck, to approve the field trip request to the Freedom Trail as presented, and the motion carried unanimously.

Strategic Planning Representatives

Matt Woodrow and Dana Buckley will be the Pinkerton Strategic Planning Representatives

POLICY REVIEW

2nd Reading/Adoption

Policies BIB (Board Member Development), and CHA (Development of Regulations) were reviewed. Motion by Dana Buckley, seconded by Stephanie Helmig, to approve the approval of Policies BIB and CHA as presented, and the motion carried unanimously.

FINANCE/OPERATIONS

Review of Expenditure Manifests and Action Relating Thereto

Motion by Mark Chalbeck, seconded by Matt Woodrow, to move the June 7, 2018 manifest in the amount of \$67,900.52, and the motion carried unanimously.

Budget Adjustments

Motion by Matt Woodrow, seconded by Kim Royer, to approve the budget adjustments as presented, and the motion carried unanimously.

Revenue Report

The revenue report was in the packet for review.

Motion by Kim Royer, seconded by Matt Woodrow, to authorize administration to make final and necessary transfers and report to the board at their August meeting, and the motion carried unanimously.

PERSONNEL (if necessary)

Motion by Stephanie Helmig, seconded by Kim Royer, to approve the Superintendent's nomination of Amy Maxwell as teacher, and the motion carried unanimously.

Motion by Kim Royer, seconded by Matt Woodrow, to authorize the Superintendent to hire over the summer to be ratified at the August meeting, and the motion carried unanimously.

NON-PUBLIC SESSION RSA 91-A: 3 Sections II (if needed)

INFORMATIONAL ITEMS AND CORRESPONDENCE

Enrollment Reports

NEXT / UPCOMING AGENDA ITEMS

Policy DFA (Annual Review)
Approval of Summer Manifests
Instructional Time Schedule
Approval of Retreat Minutes

OPPORTUNITY FOR PUBLIC TO ADDRESS THE BOARD

With regard to assisting with funding field trips, Sandra Truby suggested those who receive free and reduced lunches have their field trips paid for. Dr. Littlefield stated that no one is privy to that information except for the Lunch Director.

Al Hall stated he's glad to hear Candia has representatives on the Pinkerton Board of Directors, but was disheartened to read an unflattering article about a lawsuit with the Hooksett School District.

ADJOURNMENT

Motion by Dana Buckley, seconded by Stephanie Helmig to adjourn the meeting at 8:40 p.m., and the motion carried unanimously.

The next regularly scheduled Candia School Board Meeting will be held Thursday, August 16, 2018, at 6:00 p.m. at the Henry W. Moore School Media Center.

Respectfully submitted,

Rebecca SJ McCarthy
Recording Secretary