

**NEW BOSTON SCHOOL DISTRICT**  
New Boston, New Hampshire 03070  
**NEW BOSTON SCHOOL DISTRICT SCHOOL BOARD MEETING**  
**Wednesday, October 11, 2017 - 6:30 PM**  
**New Boston Central School Library**  
**15 Central School Road, New Boston, NH 03070**

**PRESENT**

**SCHOOL BOARD**

Wendy Lambert  
Bill Schmidt  
Glen Dickey  
Kary Jencks (6:40)  
Fred Hayes (7:10)

**ADMINISTRATORS**

Brian Balke, Superintendent  
Tori Underwood, Principal  
Tim Stokes, Assistant Principal  
Ray Labore, Business Administrator

**OPENING**

**CALL TO ORDER**

Wendy Lambert called the meeting to order at 6:30PM with the Pledge of Allegiance.

**APPROVAL OF SEPTEMBER 13, 2017 AND SEPTEMBER 27, 2017 SCHOOL BOARD MEETING MINUTES**

*Glen Dickey moved to approve the September 13, 2017 School Board meeting minutes as written. Bill Schmidt seconded the motion.* The Board then reviewed the September 13, 2017 School Board meeting minutes and made the following changes:

Page 3, under Space Needs Discussion, remove “residents have mentioned”

Page 3, under Facilities Discussion, fifth line, add “about” before “loss”

*Glen Dickey moved to approve the September 13, 2017 School Board meeting minutes as amended. Bill Schmidt seconded the motion. The motion carried (2-0-1 Glen Dickey abstained, Kary Jencks and Fred Hayes absent)*

Later in the meeting the Board again reviewed the September 13, 2017 School Board meeting minutes and made the following change:

Page 4, between non-public sessions, change “board to see if there was anything the school community could do to raise awareness of the recent events.” to “Board as this is an important conversation to have about an unfortunate event in the community. She asked Brian what is the pulse in the conjoined SAU and if he reached out to the Claremont Superintendent.”

*Bill Schmidt moved to approve the September 13, 2017 School Board meeting minutes as amended. Fred Hayes seconded the motion. The motion carried (4-0-1 Glen Dickey abstained)*

*Glen Dickey moved to approve the September 27, 2017 School Board meeting minutes as written. Bill Schmidt seconded the motion.* The Board then reviewed the September 27, 2017 School Board meeting minutes and made no changes. *The motion carried (2-0-1 Wendy Lambert abstained, Kary Jencks and Fred Hayes absent)*

**CORRESPONDENCE**

None.

**PUBLIC COMMENT**

None.

**BUSINESS OPERATIONS/FINANCIALS**

## **MANIFEST AND VOUCHERS**

Glen has not had a chance to review the Manifest. Ray reviewed the Manifest Summary sheet. Payroll related items included one payroll and totaled \$166,497.74 (41%). Special Education items totaled \$12,358.36 (3%). General Expenses included \$21,929.68 for the last billing for stringing dark fiber from Goffstown to New Boston. This is making a big difference for New Boston. General expenses also included \$141,125.00 the last 50% payment for the completed roof project and totaled \$220,235.30 (54%). *Glen Dickey moved to conditionally approve the October 11, 2017 manifest in the amount of \$407,830.92 pending his review. Bill Schmidt seconded the motion. The motion carried. (3-0)*

## **UPDATES**

**Budget Development Status:** Ray reported the Principal will present the budget to the SAU and Administrators tomorrow. The Board will review it for the first time at its October 25 meeting.

## **REPORTS**

### **PRINCIPAL'S REPORT**

Tori Underwood reported the following:

- Fall assessments are complete.
- Tim is facilitating a science resources update committee.
- The teacher/paraeducator goal plan is being revised.
- The Artist In Residence is meeting with sixth graders October 19 to work on a puzzle mural to install permanently around the stage. The sixth grade will unveil this in November at their performance and open house night.
- Deb Boudreau will hold fingerprinting for New Boston volunteers immediately prior to the November PTA meeting. This will be advertised. New Boston parents have been positive about this process. Parents with students in the middle and high schools that have already been through the process do not have to do it again in New Boston. The SAU provided a list of New Boston parents that are up to date to NBCS. Another fingerprinting night will be planned in February for New Boston parents. There are two tiers of volunteers, classroom volunteers and designated volunteers. This information is in the Thursday Notice and on the NBCS website.
- Tori is working with Assistant Superintendent MaryClaire Barry to consider if Title I money should be used. NBCS did not take it last year but it is still available. Teachers requested using these funds to bring in a support person to provide math intervention to students that need it.

### **SUPERINTENDENT'S REPORT**

Brian Balke gave the Superintendent's report:

- The SAU Board meeting is scheduled for October 12 at 7:00 PM at the SAU where the SAU budget, snowday options and the 2018/2019 calendar will be discussed. Wendy and Glen are unable to attend. Wendy noted she cannot attend the SAU Board meeting but gave Brian some discussion points for consideration during the snowday discussion. Calendar format will also be considered at the meeting.
- NBSBA Delegate Assembly and workshop information was provided to the Board.
- The legislature is proposing new funding from HB517 Public School Infrastructure Fund. A Commission is now formed. Technology Director Gary Girolimon hopes NBCS could qualify for funds under the option for fiber optic, 20% for the recent dark fiber project along with possible funds for the new phone system under an emergency preparedness option. Delaying purchase of new phones may help New Boston qualify for some of this funding. NBCS may also be eligible for funding for interior locks and other needs. The original budget was \$8 million to \$9 million from surplus but this was possibly increased to \$19 million.

## **GOFFSTOWN SCHOOL BOARD SUB-COMMITTEE REPORTS**

**C&E COMMITTEE REPORT (NEXT MEETING 11-13-17 @ 7:00 PM @ SAU 2<sup>ND</sup> FLOOR CONFERENCE ROOM)**

**POLICY REVIEW COMMITTEE REPORT (10-23-17 @ 5:30 PM PM @ SAU 2<sup>ND</sup> FLOOR CONFERENCE ROOM )**

**NEW BOSTON POLICY REVIEW COMMITTEE REPORT (NEXT MEETING 10-25-17 @ 5:00 PM @ NBCS)**

**SAU BOARD MEETING OCTOBER 12, 2017 @ 7:00 PM @ SAU 2<sup>ND</sup> FLOOR CONFERENCE ROOM  
NEW BOSTON FINANCE COMMITTEE BEGINS MEETING NOVEMBER 2, 2017 @ 6:30 pm @ TOWN HALL CONFERENCE ROOM**

**OLD BUSINESS**

**ENERGY AUDIT**

The Board reviewed a revised RFQ to conduct an energy audit this winter. Bill sent suggestions by e-mail; Facilities Director reviewed these and agreed with them. Three reports previously came in from vendors that wanted to do all needed work. The Board and Administrators want an independent company to make recommendations. They are already aware of many needs but are seeking prioritization of needs as well. The three options to pay for improvements were discussed including lease-purchase, Warrant Article or CRF. The School District is not interested in systems requiring proprietary software. The Board will review the revised RFQ at home, reply to the SAU and Randy. The RFQ will be finalized at the October 25 Board meeting, published in early November, a vendor will be selected in December and work is expected to begin in January. Randy will keep the final copy of the RFQ. The Board will review the yearly expenses for electricity, heating oil and propane with the budget at the October 25 meeting.

**UPDATED 2017-2018 SCHOOL BOARD GOALS**

The Board reviewed its revised list of goals. Communication to the public was added to the list. Glen reported he is working with Keith Gentili who has experience running a newspaper. Prospects look good; they will begin raising funds to start a paper. They plan to keep the paper free to all residents but are accepting donations and beginning a GoFundMe page. Flyers will be printed and distributed along with candy at Halloween Trunk or Treat. They plan to publish the first issue in January. Brian reported the SAU has taken no action on the proposed quarterly School District mailer to all residents as it is waiting for the Board to initiate.

**NEW BUSINESS**

**2<sup>ND</sup> READ POLICIES**

**BHC-Board Staff Communications:** The Board had no questions.

**EHB-Data/Records Retention:** The Board had no questions.

**GBEC-Drug-Free Workplace Policy:** The Board had no questions.

**IMDA-Patriotic Exercises:** The Board had no questions.

**JLCA-Physical Examinations of Students:** The Board reviewed changes.

**JLCD AND JLCD-Administering Medicines to Students:** The Board will ask School Nurse Judith Limondin to review the listed diseases. The Board noted a typo.

**JLCG AND JLCG-R-Exclusion of Students From School for Illness:** The Board had no questions.

**JLCH-Do Not Resuscitate Orders:** The Board had no questions.

*Fred Hayes moved to approve BHC-Board Staff Communications, EHB-Data/Records Retention, GBEC-Drug-Free Workplace Policy, IMDA-Patriotic Exercises, JLCA-Physical Examinations of Students, JLCG AND JLCG-R-Exclusion of Students From School for Illness, JLCH-Do Not Resuscitate Orders as presented. Glen Dickey seconded the motion. The motion carried. (5-0)*

**OCTOBER 2<sup>ND</sup> ENROLLMENTS**

The Board reviewed a handout with updated enrollment for NBCS, MVMS and GHS as of October 2. The Board and Administrators thanked Bill for preparing a graph of the latest enrollment numbers plotted against the demographic study one-year cohort.

**DISCUSSION OF TOLERANCE IN OUR SCHOOLS**

Brian reported he spoke with Principals, School Psychologist, Guidance Coordinators and other Superintendents SAUwide to see if there was increased racial or other discrimination. They did not think there were issues with race but discussed the Claremont events and other discrimination events. The Board recently adopted new

guidance standards for environments Administrators are trying to create in SAU schools. Discrimination will not be tolerated and that is not the tone the Board and Administrators want to create.

#### **OTHER BUSINESS THAT MAY LEGALLY COME BEFORE THE MEETING**

The second New Boston CIP Committee meeting took place tonight. Fred is the Chairman of the CIP Committee. Tori, Wendy and Ray attended the meeting tonight on behalf of NBSD. The Committee has questions about the plan but the school addition will go on the CIP Schedule. The Fire Department presented to the Committee after the School District.

#### **SCHOOL STAFFING**

**Notification Student Observer:** Sarah Zeller is working on her Master's Degree in Elementary Education at SNHU and will have a one-time five-hour observation of Jenna Lyndon's class.

#### **PUBLIC COMMENT**

None.

#### **NON-PUBLIC SESSION RSA 91-A: 311(c)**

*Wendy Lambert made a motion to go into nonpublic session at 7:35pm under RSA 91-A:3II(c) Matters which if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant. Glen Dickey seconded the motion. The Chair took an individual voice poll from all board members. Vote: 5-0-0 – All in Favor – Motion Passes.*

*Wendy Lambert moved to come out of non-public session at 7:55pm, seconded by Glen Dickey. The Chair took an individual voice poll from all board members. Vote 5-0-0 - All in Favor – Motion Passes.*

*Fred Hayes moved to seal the non –public minutes for 5 years, seconded by Glen Dickey. Vote: 5-0-0 – All in Favor – Motion passes.*

#### **NON-PUBLIC SESSION RSA 91-A: 311(a)**

*Wendy Lambert made a motion to go into nonpublic session at 7:56pm under RSA 91-A:3II(a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted. Glen Dickey seconded the motion. The Chair took an individual voice poll from all board members. Vote: 5-0-0 – All in Favor – Motion Passes.*

*Wendy Lambert moved to come out of non-public session at 8:05pm, seconded by Glen Dickey. The Chair took an individual voice poll from all board members. Vote: 5-0-0 – All in Favor – Motion Passes.*

*Fred Hayes made a motion to seal the non-public minutes for 3 years, seconded by Kary Jencks. Vote: 5-0-0 - All in favor – Motion passes.*

#### **ADJOURNMENT**

*Glen Dickey moved to adjourn the public meeting at 8:07pm. Kary Jencks seconded the motion. The motion carried (5-0). Meeting Adjourned.*

All back-up material to this meeting is held in the Principal's Office.  
Respectfully submitted, Maralyn Segien