

**Ashland School Board Regular Meeting
Heffernan Media Center, Ashland Elementary School
August 6, 2019
6:30 PM**

MINUTES

Members Present: Mr. Glenn Dion, Chair; Ms. Sandra Coleman; Mr. Stephen Heath

Members Absent: Ms. Deborah Boyer

Administrators Present: Mrs. Mary Moriarty, Superintendent; Dr. Shannon Bartlett, Ashland Elementary School Principal

Others Present: Mr. Timothy Pauquette, Facilities Director; Mr. David Ruell; Video Recorder

CALL TO ORDER

Mr. Dion called the meeting to order at 6:31 p.m. Members and guests participated in the pledge of allegiance.

MINUTES

A. Regular Meeting, June 4, 2019

Ms. Coleman moved, second by Mr. Heath, to approve the minutes of the Regular Meeting of June 4, 2019. The motion carried unanimously.

PRIVILEGE OF THE FLOOR #1 None

COMMUNICATIONS

A. Audit Report for Year Ended June 30, 2018

Mrs. Moriarty reviewed the Auditors report; there were no findings other than indications that we are following proper practices and procedures. No questions at this time. Mrs. Moriarty commended the Finance Office for their attention to detail to ensure practices are followed.

B. Notice of Name Change and Retirement of Stephen E. Grzelak

The company used for the annual audit will have name change effective July 1, 2019 to Roberge and Company, P.C.; same professional corporation with all rights, obligations and interest that the professional corporation had under its prior name.

C. Thank you Note from The Ashland Teachers' Association

Thank you note to the School Board for the luncheon provided for staff and ongoing support to staff and students.

ADMINISTRATIVE REPORTS

A. Principal's Report

Dr. Shannon Bartlett reported enrollment is at 171 at this time. There are currently 21 in Kindergarten with 1 enrollment pending; numbers have gone up over the course of last year.

The Summer Blast program has just ended, there were twenty or more in attendance each day; providing transportation was extremely helpful for families. Mrs. Jones and Mrs. Paul have done a great job with kids; keeping them engaged over the summer.

Custodial staff is extremely busy working to get the school ready; they have done an amazing job working around the many summer projects.

Dr. Bartlett reported that at this time there is still one Special Education Para-educator position open.

August 26th is the first day of the year for students; September 6th is the first Open House, School Board members are more than welcome to attend.

Dr. Bartlett reviewed the Theme Focus for the year is Respect the 180 – Make Every Day Count. Making attendance an important part of the school year; recognizing students for being at school. We will work to show the importance of being at school. A lot of great events are being planned and many visuals for parents and kids to be mindful of how important it is to be at school.

B. Summer Projects Update

Dr. Bartlett and Mr. Pauquette reviewed list of projects that have been in process or on the list for some time. (See attached Principal's Report for list of projects and the status of each.)

Mr. Pauquette reported that the contractor for the gym floor, Tim Crowley is going to recommend to Primex the entire floor be replaced versus spot repairs. The costs associated with replacing the entire floor is minimal. The stage floor will also be sanded and refinished as part of this project. A date has not yet been established for the floor work; demo work can be done in August, completion of the floor replacement be done when possible.

Playground install begins tomorrow; project should be done by Monday. Everyone is very excited about the new structure.

Mr. Pauquette discussed the request from the Town to have a MOU in place for use of equipment for snow removal and some projects. The Town's concern is with liability when he uses equipment for a school-related project. Department of Public works recommends a MOU be in place to cover liability for any damage to equipment when used by District. Mr. Pauquette will present the MOU to the School Board for review and consideration.

Dr. Bartlett met new Café Services food director. They are currently looking for an assistant for him; he is very excited to start working with the Ashland students.

Dr. Bartlett thanked Mr. Pauquette for juggling all of the projects over the past few months; he has done a great job and is greatly appreciated.

C. Hiring Update

There is still one opening for a Special Education Para educator at this time.

BUSINESS OF THE BOARD

A. Appointment of New School Board Member

Mrs. Moriarty indicated that Mr. Jamie Lyford expressed interest to fill the vacant seat on the Board.

Mr. Heath moved, second by Ms. Coleman, to appoint Jamie Lyford to serve on the Ashland School Board through March 31, 2020. The motion carried unanimously.

BUSINESS OF THE SUPERINTENDENT

A. General Operating Expenses

Mr. Heath moved, second by Ms. Coleman, that the Board approve the payment of bills, as presented in manifest #2020 and #2002. The motion carried unanimously.

NEW BUSINESS

A. Data Privacy

Mrs. Moriarty informed the School Board of a notification letter received from Pearson, a vendor used over seven years ago by AES for an assessment tool, that they had a breach of information of data, names only. Although no action is required, a letter will be sent to those families from seven years ago making them aware of the breach.

POLICY – First Reading

A. Policy EBBC, Emergency Care and First Aid

Mr. Heath moved, second by Ms. Coleman, to approve first reading of Policy EBBC, Emergency Care and First Aid as amended. The motion carried unanimously.

B. Policy EJC-2, Washing Facilities Policy

Ms. Coleman moved, second by Mr. Heath, to approve first reading of Policy EJC-2, Washing Facilities Policy as amended. The motion carried unanimously.

POLICY – Reviewed/No Recommended Updates

- EB/JLI, Joint Loss Management Committee
- EBBB, Accident Reporting Requirements and Record Keeping
- EBBC-1, Blood Borne Pathogens
- EBBD-1, Indoor Air Quality
- EJ, Ergonomic Policy
- EJA, Fall Protection Policy
- EJB, Hand Tool Policy
- EJC, Housekeeping Policy
- EJC-1, Hygiene and Sanitation Policy
- EJD, Fixed Ladder Policy
- EJD-1, Equipment Lockout Policy
- EJD-2, Machine Guarding Policy
- EJD-3, Personal Protective Equipment Policy
- EJD-4, Railings Policy
- EJE, Storage Policy
- EJF, Toxic Substance Policy
- EJG, Trash Policy
- EJH, Seat Belt Policy

PRIVILEGE OF THE FLOOR #2 None

ANNOUNCEMENTS

A. Tuesday, September 3, 2019

Ashland School Board @ Ashland Elementary School – Heffernan Media Center

- Policy Review Committee – **5:30 p.m.**
- School Board Meeting – **6:30 p.m.**

B. Tuesday, October 1, 2019

Ashland School Board @ Ashland Elementary School – Heffernan Media Center

- Policy Review Committee – **5:45 p.m.**
- School Board Meeting – **6:30 p.m.**

C. Tuesday, November 5, 2019

Ashland School Board @ Ashland Elementary School – Heffernan Media Center

- Policy Review Committee– **5:45 p.m.** (Budget Review may be scheduled, cancelling Policy)
- School Board Meeting – **6:30 p.m.**

NON-PUBLIC

Mr. Heath moved, second by Ms. Coleman, to enter Non-Public Session at 7:04 p.m. in accordance with RSA 91-A:3 II (a)(c). By roll call of the Board Secretary the motion to enter Non-Public Session was unanimous.

PUBLIC SESSION

Mr. Heath moved, second by Ms. Coleman, to enter Public Session at 7:55 p.m. The motion carried unanimously.

Nomination of Professional Teaching Staff

Ms. Coleman moved, second by Mr. Heath, the Board approve the nomination of Diana Pual, Long-Term Primary Substitute Teacher for the 2019-2020 school year. The motion carried unanimously.

ADJOURNMENT

Ms. Coleman moved, second by Mr. Heath, to adjourn at 7:57 p.m. The motion to adjourn carried unanimously.

Respectfully Submitted,

Marilyn G. Martell
Recording Secretary