

Monadnock Regional School District (MRSD)
School Board Meeting Minutes
June 2, 2020
Zoom Virtual Meeting, Swanzey, NH

Members Present: Kristen Noonan, Winston Wright, Lisa Steadman, Colleen Toomey, Scott Peters, Betty Tatro, Eric Stanley, Cheryl McDaniel-Thomas, Michelle Connor, Brian Bohannon Dan LeClair and Nick Mosher **Absent:** Karen Wheeler

Administration Present: L. Witte, Superintendent, J. Rathbun, Director of Curriculum, Instruction and Assessment, C. Woods, Director of Student Services and J. Morin, Business Administrator.

Also Present: L. Aivaliotis, Recording Secretary

“We collaborate not just to teach, but also to engage and educate every student in our district in an environment that is challenging, caring and safe, while fostering life-long learning.”

1. CALL TO ORDER & PUBLIC COMMENTS: S. Peters called the meeting to order at 7:00 PM. There were no Public comments. ***B. Bohannon arrives.***

2. MATTERS THAT REQUIRE BOARD ACTION:

a. Approve Superintendent Goals for 2020/21: S. Peters presented L. Witte’s goals on the screen. He explained he and L. Witte have met by phone or Zoom to discuss goals that would align with the Board’s goals. They agreed on 3 goals. The goals focus on Education, CIP and Communication. There are deadlines and leadership goals. Leadership for her and the other administrator in the district. S. Peters said in collaboration he felt it was important in regards to her leadership and how she measures the growth and goals of her team. **MOTION:** E. Stanley **MOVED** to approve the Superintendent’s Goals as presented. **SECOND:** B. Bohannon. **VOTE:** 12.030/0/.213/.757. **Motion passes.**

b. Nutritional Services Donation: L. Witte explained the district had received an anonymous donation to pay the lunch debt for the seniors in the amount of \$1818.44. **MOTION:** K. Noonan **MOVED** to accept the anonymous donation to pay the lunch debt for the seniors in the amount of \$1818.44. **SECOND:** W. Wright. **DISCUSSION:** Any donation over \$1000.00 must go before the Board. B. Bohannon said the donation is much appreciated. The Superintendent will send a thank you on behalf of the Board. **VOTE:** 12.243/0/0/.757. **Motion passes.**

c. Encumber Funds for Track Mats: J. Morin explained the track mats proposal from T. Cote on the screen. T. Cote tried to save money throughout the year to purchase the mats but because there was no track season they could not be purchased. The amount of the encumbrance is \$24,105.00. There is a proposal for \$3744.00 for the August graduation. This will fund the tent, sound system, flowers and detail. The quotes for these items are provided.

MOTION: N. Mosher **MOVED** to encumber the funds for the track mats in the amount of \$24,105.00 and to encumber the funds for the associated costs for graduation in the amount of \$3,744.00 as presented by J. Morin. **SECOND:** W. Wright. **DISCUSSION:** It was explained T. Cote already raised the funds in the budget line but could not purchase so we need to encumber for next year. J. Morin explained the RSA states in order to encumber you need a quote. N. Mosher asked if there were any other expenses regarding remote learning. J. Rathbun will speak to that later in the meeting. L. Witte explained at this point no. **VOTE:** 12.243/0/0/.757. **Motion passes.**

d. Budget Transfers: MOTION: W. Wright **MOVED** to approve a budget transfer in the amount of \$4600.00 for professional development for L. Witte. This is to cover the cost for L. Witte to attend the National Superintendent Certification Program. **SECOND:** K. Noonan. **VOTE:** 12.030/0/.213/.757. **Motion passes.**

e. Specialists Unit Modification Petition: L. Witte explained the petition from the Specialists Unit was in the Board packet. The Specialist Unit would like to revise the definition and include the Board Certified Behavior Analyst in their Unit. This has been reviewed by the legal counsel and advised the Board to approve the revision. **MOTION:** B. Tatro **MOVED** to approve the request from the Specialists Unit and revise the definition of the Unit to include the Board Certified Behavioral Analyst. **SECOND:** K. Noonan. **DISCUSSION:** It was explained this was usually a contracted service. L. Witte said there can be savings by having our own staff member. The salary is aligned for a psychologist. **VOTE:** 12.243/0/0/.757. **Motion passes.**

- f. Policies (2nd Read), Motion to Update:**
- i. JL-Student Rights and Responsibilities:**
 - ii. JLC-Student Health Services & Requirements:**
 - iii. JLCJ-Concussions and Head Injuries:**
 - iv. JLCK-Special Physical Health Needs of Students:**
 - v. JLDBA-Behavior Management and Intervention:**

MOTION: K. Noonan **MOVED** on behalf of the Policy Committee to approve the following updated policies as presented by the Policy Committee: Policy JL, Policy JLC, Policy JLCJ, Policy JLCK and Policy JLDBA. **SECOND:** B. Bohannon. **VOTE:** 12.243/0/0/.757. **Motion passes.**

g. May 19, 2020 Minutes: MOTION: W. Wright **MOVED** to approve the May 19, 2020 School Board Meeting Minutes and the May 19, 2020 Non-Public Meeting Minutes. **SECOND:** B. Tatro **VOTE:** 10.909/0/1.335/.757. **Motion passes.**

h. May 19, 2020 Manifest: MOTION: B. Tatro **MOVED** to approve the May 19, 2020 Manifest in the amount of \$991,798.66. **SECOND:** W. Wright. **VOTE:** 12.243/0/0/.757. **Motion passes.**

i. June 2, 2020 Manifest: MOTION: B. Tatro **MOVED** to approve the June 2, 2020 Manifest in the amount of \$1,785,195.33. **SECOND:** W. Wright. **VOTE:** 12.243/0/0/.757. **Motion passes.**

j. **BDA-R #22-End of Year Accounts Payable Authorization: MOTION:** B. Bohannon **MOVED** to authorize the Business Administrator to write checks weekly and to authorize B. Bohannon, C. Toomey and B. Tatro to sign the weekly manifest at the SAU office through the end of the fiscal year. **SECOND:** W. Wright. **DISCUSSION:** Wednesday is the best day of the week to come in and sign. The RSA explains that we need to authorize specific members. **VOTE:** 12.243/0/0/.757. **Motion passes.**

3. MATTERS FOR INFORMATION & DISCUSSION:

a. **Process for approving the Manifest:** S. Peters explained at this time we authorize the members to sign. B. Tatro and B. Bohannon are the delegates to sign during the COVID-19. It is a temporary fix but not to the liking of the auditors. J. Morin commented she would like to know that the Board is reviewing and approving the manifest. S. Peters said our policy says the majority of the Board or 2 or more members must sign the manifest. C. McDaniel-Thomas said she looks at every number or she will not vote. S. Peters suggested the Board send this to Policy or have representatives from the Board review the manifest. N. Mosher commented the Board Members should participate. B. Tatro said it is not necessary to send to the Policy Committee or have representatives. B. Bohannon would ask J. Morin for a session on things to know on the manifest and what to look for. As elected officials we should all look at the manifest. J. Morin agreed to review the manifest with the Board.

b. **Board Goals Review:**

- i. **Education:** Next meeting 6/3
- ii. **Policy:** Next meeting 6/3
- iii. **Finance/Facilities:** Next meeting 6/9
- iv. **Negotiations:** Non-Meeting
- v. **CRC:** C. McDaniel-Thomas reported the committee met tonight and reviewed the goals and methods of communication around the CIP. They discussed getting printing and postage costs. She will prepare a grid for means of communication. She would like to ask the Board Members if they have ideas on different ways to communicate to the people in their towns.

c. **Operations/Superintendent's Report:**

- i. **Carpenter Home:** J. Rathbun explained it is a still waiting process. We are still waiting to hear from the State Trustees. We are concerned with the time it is taking and that we will be in a default budget year. J. Rathbun explained what the Carpenter House is to M. Connor. He is updating the Board on the issue and would like to know how the Board feels about the delay. The SAU is asking for a 7-year agreement. K. Noonan asked if funds could be encumbered for costs associated with the Carpenter House. J. Morin explained we have figures but not sure how solid. In regards to the Trust we are not sure who is responsible for certain things. N. Mosher would suggest to keep pursuing and leave it as an option. There were no objections from the Board. The administration will stay the course.

- ii. **Support Staff Renewal Notification:** L. Witte explained the district has nominated all certified staff, support staff and administration and they all have letters of assurance to return.

iii. Reopening Process Update: L. Witte explained there is a Task Force from the State and a survey went out. There have been a lot of responses. We have a Reopening Planning Team. There are 25 people including herself and they will meet next week. We have guidance documents and a lot of great ideas. The Task Force from the State will end in June. The District survey received over 500 responses which will help inform the Reopening Planning Team. N. Mosher asked what criteria will be looked at to reopen in August. L. Witte said the driving factor is from the State. What are the limitations? We may make a local decision that is not the same as other districts. We will be looking at other surveys. We do have contracts and we need to be cognitive of that. The Reopening Planning Team consists of principals, teachers, paras and the superintendent from all of the schools in the district. B. Bohannon has offered to be a part of the plan to give input. L. Witte does not anticipate a complete plan by June 30, 2020. She explained the State's survey was able to gather the information by district. She hopes that information will come to our district. N. Mosher asked what if parents do not want their kids going back to schools. L. Witte said we have had that as one of the discussions. She is not sure of the drop dead date but the sooner the better. We are planning for as many contingencies as possible. J. Rathbun said on the curriculum side we are starting the teacher meetings on Thursday and Friday to dig into remote learning to see what went well and what is missed.

d. Education Report:

i. Graduating Students: The Board received a list of graduating seniors by town.

ii. Summer Online Education Opportunities: J. Rathbun provided information on summer online education opportunities for students. There are 6 vendors that they work with, they have helped us through remote learning and they follow data privacy laws. We can continue to use grant funds through next year. He is not concerned about funds they are covered. The information is posted on the website.

iii. Update on Special Education Services: C. Woods explained Governor Sununu has given an Executive Order #48. She is comfortable with what they have done and they have met to discuss ESY for the individual students. They will also be meeting to determine what services or IEP needs to be met. ESY will begin on June 22 and continue for 7 weeks. It will look like one to one tutoring. This is what is best for the child. The DOE will not be checking to see if every child had a meeting. There is no accountability for this order. We are doing what is best for the student.

4. SETTING NEXT MEETING'S AGENDA:

a. REMINDER-Next Meeting is 6/23, NOT 6/16:

b. Suicide Prevention Plan:

c. Summer Resignations and Nominations Delegation to Superintendent:

MOTION: B. Tatro **MOVED** to give authority to the Superintendent to hire staff over the summer. **SECOND:** K. Noonan. **DISCUSSION:** L. Witte said this authority is to fill existing positions. **VOTE:** 12.243/0/0/.757. **Motion passes.**

d. Idea of Contingencies for Reopening

e. Idea of meeting twice in July and August

It was asked if the school grounds are open to the public and if not when will they open. L. Witte explained there is still a Stay at Home Order from the Governor. The grounds will be closed until we are notified by the State about the reopening process.

5. **Public Comments:** There were no public comments.

6. **8:33 PM MOTION TO ENTER NON-PUBLIC SESSION: MOTION:** W. Wright **MOVED** to enter into Non-Public Session under RSA 91-A:3, II (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. **SECOND:** B. Tatro. **VOTE:** 12.243/0/0/.757. **Motion passes.**

7. **Return to Public Session:**

8. **8:40 PM MOTION TO ENTER NON-PUBLIC SESSION: MOTION:** K. Noonan **MOVED** to enter into Non-Public Session under RSA 91-A:3, II (a): The Compensation of any public employee. **SECOND:** W. wright. **VOTE:** 12.243/0/0/.757. **Motion passes.**

9. **ADJOURNMENT: MOTION:** K. Noonan **MOVED** to adjourn the meeting at 9:57 PM. **SECOND:** N. Mosher **VOTE:** 12.243/0/0/.757. **Motion passes.**

Respectfully submitted,

Laura L. Aivaliotis
Recording Secretary

VOTING KEY: Yes/No/Abstain/Absent