

**Monadnock Regional School District & SAU #93**  
**Joint Meeting of the School Board and Budget Committee Agenda**  
**May 16, 2023**

**In-Person MRMHS Library & Webinar Link 7:00 pm**

**Join Zoom Meeting:**

<https://mrsd-org.zoom.us/j/86565567399?pwd=WjZYaXU5L3BOUmNJVjR5bERXUkVyUT09>

**ID: 86565567399      Passcode: 637104**  
**(US) +1 312-626-6799      Passcode: 637104**

The public is encouraged to attend MRSD Board meetings.  
Comments are welcome during the ‘Public Comments’ portions of the agenda.

*“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 lifelong learning.”*

1. CALL THE MEETING TO ORDER 7:00 pm
  - a. Budget Committee Roll Call
  - b. School Board Roll Call
2. PUBLIC COMMENTS (15 minutes)
3. #celebrateMRSD
4. MATTERS FOR JOINT MEETING INFORMATION & DISCUSSION
  - a. Superintendent Search Process
  - b. Specialists Contract Overview
  - c. Renovations Project Update
  - d. Capital Improvement & Warrant Ideas for March 2024
  - e. Education Reporting Overview
  - f. Overview of Critical Staffing Shortages (State of NH Definitions + MRSD Current Status)
5. MATTERS THAT REQUIRE BUDGET COMMITTEE ACTION
  - a. \* April 25, 2023 Minutes
6. BUDGET COMMITTEE ADJOURNMENT
7. MATTERS FOR SCHOOL BOARD INFORMATION & DISCUSSION
  - a. Board, Committee, and Superintendent Goals Update
8. MATTERS THAT REQUIRE BOARD ACTION
  - a. \* May 2, 2023 Minutes
  - b. \* Manifest
  - c. \* Budget Transfers
  - d. \* Charter & Goals: Finance/Facilities
  - a. \* Board Goals
  - b. \* Superintendent Goals
9. SETTING NEXT MEETING’S AGENDA
10. PUBLIC COMMENTS (15 minutes)
11. NON-PUBLIC SESSIONS under RSA 91-A:3. II as needed
  - a. RSA 91-A:3– II (c) Matters of Reputation
  - b. Other non-public sessions as required
12. ADJOURNMENT

*\*Indicates an item requiring action. The order of the agenda is subject to change.*

## SINGLE DISTRICT SCHOOL ADMINISTRATIVE UNITS

**RSA 94-C:3** – Single District School Administrative Units; Exemption. Single district school administrative units shall be considered the same as a single school district and shall be exempt from meeting the requirements of this chapter, except that they shall provide superintendent services pursuant to RSA 194-C:4

## NONPUBLIC SESSIONS

**RSA 91-A:3– II.** Only the following matters shall be considered or acted upon in nonpublic session:

- (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.
- (b) The **hiring** of any person as a public employee.
- (c) Matters which, if discussed in public, would likely adversely affect the **reputation** of any person, other than a member of the public body itself, unless such person requests an open meeting.
- (d) Consideration of the **acquisition, sale, or lease of real or personal property** which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.
- (e) **Consideration or negotiation of pending claims or litigation** which has been threatened in writing or filed by or against the public body or any subdivision thereof, or by or against any member thereof because of his or her membership in such public body, until the claim or litigation has been fully adjudicated or otherwise settled.
- (i) Consideration of matters relating to the **preparation for and the carrying out of emergency functions**, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.
- (j) **Consideration of confidential, commercial, or financial information** that is exempt from public disclosure under RSA 91-A:5, IV in an adjudicative proceeding pursuant to RSA 541 or RSA 541-A.
- (k) Consideration by a school board of entering into a **student or pupil tuition contract** authorized by RSA 194 or RSA 195-A,
- (l) **Consideration of legal advice provided by legal counsel**, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.

## CALENDAR OF UPCOMING MRSD MEETINGS:

5/23/2023	Budget Committee	7:00 pm	MRMHS Library
6/6/2023	MRSD/SAU 93 School Board	7:00 pm	MRMHS Library
6/13/2023	Finance & Facilities Committee	7:00 pm	SAU Conference Room
6/14/2023	Policy Committee	7:00 pm	SAU Conference Room
6/20/2023	MRSD/SAU #93 School Board	7:00 pm	MRMHS Library
6/22/2023	Extra-Curricular Committee	6:00 pm	SAU Conference Room
6/27/2023	Budget Committee	7:00 pm	MRMHS Library

Meetings will be in person for all Board & Committee Members. The public is encouraged & welcome to attend either in person or through Zoom. Public comments are welcome in person during the ‘Public Comments’ portions of the agenda.

**\*\* Please note: All Committee Meetings dates, times, and locations are posted in the SAU 93 Reception Lobby, on the MRSD website calendar, and in the schools and towns of MRSD. In the event of a snow day, the school board meeting will be planned for the following school day.\*\***

Assessment	Grades	Type	Purpose	Frequency	Student Report Available	District/School Level Report	Annual Cost	Funding Source -2023/2024
NHSAS	3-8	Required State Testing	Required under ESSA	Spring	Immediate	Fall of following year	\$0	NHED
SAT- Spring	11	Required State Testing	Required under ESSA	Spring	~1 Month	July Meeting	\$0	NHED
PSAT - Spring	9,10	MRSD Common Assessment	Inform Instruction, practice for SAT	Spring	~1 Month	July Meeting	~\$2,000	MRSD Budget
iReady	K-8	MRSD Common Assessment	Inform instruction, analyze instructional trends	Fall, Winter, Spring (optional)	Immediate	November, March	~\$50,000	CARES
Classroom Assessment	Prek-12	Classroom/Team Assessment	Inform instruction, monitor curriculum	Ongoing	Continuous	Trimesters (K-6), Quarters (7-12)	Salaries	MRSD Budget

TO: Superintendents and Other Interested Parties

FROM: Credentialing

DATE: 4/4/2022

SUBJECT: CRITICAL SHORTAGE LIST (effective 4/4/2022 until replaced by a new list)

The Department of Education has completed an analysis of the teacher supply and demand in NH. Based on the results of a survey and other data available to the Department, the following endorsements have been identified as critical shortage areas and are available under the [Site-Based Licensing Plan](#).

NOTE: per RSA 189:39a “Notwithstanding a determination of critical staffing shortage made by the department of education, a superintendent, with the approval of the local school board, may determine that a critical staffing shortage exists in one or more specific teaching areas within the school district. The department of education shall be notified of any critical staffing shortages which have been determined in a school district within 30 days of such determination.”

**Educational Specialists:**

School Counselor

School Psychologist

School Social Worker

School Speech-Language Specialist (4/14/23 repealed and no longer available)

**Instructional Specialists:**

Elementary Mathematics Specialist (K-6)

Reading and Writing Specialist

## **Teachers:**

Endorsements marked with \* require current licensure in Special Education Teacher

Comprehensive Business Education

Comprehensive Family & Consumer Science

Early Childhood Special Education (N-3)

Emotional and Behavioral Disabilities\*

English (5-12)

English for Speakers of Other Languages

Health Education

Life Science (7-12)

Mathematics, Middle Level (to Algebra I/Integrated I)

Mathematics, Upper Level (Pre-Algebra to AP Math)

Music Education

Physical Education

Physical Science (7-12)

Reading and Writing Teacher

Science (5-8)

Social Studies (5-12)

Special Education Teacher

Technology and Engineering Teacher

Visual Arts Education

World Languages Teacher (French, Spanish)

The NH State Board of Education allows for an Emergency Authorization (EA) under certain circumstances.

[Ed 504.04](#) and [RSA 189:39-b](#)

1. A request must be received from a Senior Educational Official and a form/[fee](#) must be received from the candidate. Only the most current forms should be used. Forms can be requested through the [Credentialing Help Desk](#): I represent a NH school employer - EA/IPLA Request. Please provide the candidate's name, the endorsement area and Ed ID (if one has been assigned). Completed forms/fee must be [mailed](#) to our office.
2. The candidate must:
  - a. submit the application/fee for an EA along with the employer request.
  - b. hold at least a Bachelor's degree. The candidate must submit a transcript with registrar's signature documenting at least a conferred Bachelor's degree if not already in file with our office. (CTE Speciality Area endorsements are exempted from this requirement as of 7/5/2021. Please see SB 20 information below).
3. When issued the EA is valid for up to one school year and is not renewable.
4. An EA is not a license.
5. An EA is only available for [teacher endorsements](#)
  - a. per IDEA federal guidelines, EA's are **not** available for the teacher endorsements listed below.
    - i. Early Childhood Special Education
    - ii. Special Education Teacher
    - iii. Blind and Vision Disabilities
    - iv. Deaf and Hearing Disabilities
    - v. Emotional and Behavioral Disabilities
    - vi. Intellectual and Developmental Disabilities
    - vii. Physical and Health Disabilities
    - viii. Specific Learning Disabilities
  - b. further questions about special education endorsements can be directed to Susan Blake, Administrator, Bureau of Credentialing at 603-271-0072
6. [Criminal History Record Check Clearance](#) now required for First-Time Applicants

The NH State Board of Education allows for an In Process of Licensure Authorization (IPLA) under certain circumstances. [Ed 504.05](#)

1. A request must be received from a Senior Educational Official. Only the most current form should be used. Forms can be requested through the [Credentialing Help Desk](#): I represent a NH school employer - EA/IPLA Request. There is no fee associated with this form. Completed forms can be emailed to our office if no SSN has been entered on the form (Ed ID only) to [credentialing.docs@doe.nh.gov](mailto:credentialing.docs@doe.nh.gov) or [mailed](#) if a SSN is used on the form.
2. The candidate must:
  - a. have a submitted application/fee on file for full licensure
  - b. meet the requirements for licensure except for any testing requirements
3. Applicants for the [Site-Based Licensing Plan](#) or [Portfolio/Oral Board](#) pathways are not eligible for IPLA's as they do not yet meet the requirements for licensure.
4. When issued the IPLA is valid for up to one school year and is not renewable.
5. An IPLA is not a license.

Staffing Changes 2022

Position to Be Filled 2022/23	Count	Current Vacancies 2022/23	Count
Paraprofessional	8	Paraprofessional	8
Special Ed Teacher	5	Special Ed Teacher	3
Elementary Teacher	5	Elementary Teacher	4
Math Teacher	3	Math Teacher	3
Social Worker	2	Social Worker	2
School Psych	2	School Psych	2
Interventionist	1	Interventionist	0
OT	1	OT	1
Maintenance	1	Maintenance	1
ASL Interpreter	1	ASL Interpreter	0
Band Teacher	1	Band Teacher	0
Science Teacher	1	Science Teacher	1
Technology Teacher	1	Technology Teacher	1
Reading Specialist	1	Reading Specialist	1
SRO (Contracted Svc)	1	SRO (Contracted Svc)	1
Special Ed Coordinator	1	Special Ed Coordinator	1
Computer Teacher	1	Computer Teacher	1
	0		0
	0		0
	0		0
	0		0
	0		0
	0		0
	0		0
	0		0
	0		0
	0		0
	0		0
as of 5/16/2022		as of 5/16/2022	
<b>Total Open Positions for 2022/23</b>	<b>36</b>	<b>Total Current Openings for 2022/23</b>	<b>30</b>



Total Vacancies 2023/24		Count	Current Vacancies 2023/24		Count
Paraprofessional	11		Paraprofessional	10	
Special Ed Teacher	6		Special Ed Teacher	5	
Elementary Teacher	5		Elementary Teacher	2	
Nurse	2		Nurse	1	
School Psychologist	2		School Psychologist	2	
Social Worker	2		Social Worker	2	
Grant - School Counselor (.5)	1		Grant - School Counselor (.5)	1	
Reading Specialist	1		Reading Specialist	1	
Woodworking Teacher	1		Woodworking Teacher	1	
Speech Pathologist	1		Speech Pathologist	1	
School Psychologist (.5)	1		School Psychologist (.5)	1	
Math Teacher	3		Math Teacher	2	
Assistant Principal	1		Assistant Principal	1	
English Teacher	2		English Teacher	1	
Buildings & Grounds	2		Buildings & Grounds	2	
Art Teacher	1		Art Teacher	1	
School Counselor (.6)	1		School Counselor (.6)	1	
School Counselor	2				
5/9/2023	45		5/9/2023	35	

916 Paraprofessional  
153 Special Education Teacher  
146 Buildings, Grounds, Maintenance or Custodial  
142 High School Teacher  
125 Elementary Teacher  
94 Middle School Teacher  
92 Bus Drivers  
80 Nutrition and Kitchen  
54 Math Teacher  
50 Administrative Assistant  
41 Science Teacher  
40 ESOL Teacher  
37 Speech Language Pathologist or SPLA  
31 School Counselor  
29 School Psychologist  
27 Computer/Technology Teacher  
26 English-Language Arts Teacher  
25 World Language Teacher  
24 School Nurse  
22 Social Studies Teacher  
21 Reading Specialist  
18 Art Teacher  
16 Music Teacher  
15 Math Specialist  
14 Social Worker  
14 Physical Education Teacher  
14 Library Media Specialist  
12 Special Education Administrator  
12 Assistant Principal  
9 Family & Consumer Science Teacher  
8 Occupational Therapist or COTA  
8 Board Certified Behavior Analyst (BCBA)  
8 School Resource Officer  
7 Health Teacher  
5 Sign Language Interpreter  
5 Business Teacher  
4 Principal  
3 Woodworking Teacher

**Monadnock Regional School District  
Budget Committee Meeting Minutes  
April 25, 2023  
MRMHS Library, Swanzey, NH**

**Members Present:** Dan Coffman, Adam Hopkins, Betty Tatro, School Board Rep., Wayne Lechluder, Nancy Carney, Jon Hoden, Anne Marie Osheyack, Robert Young and Robert Audette **Absent:** Richard HKS Thackston, Edward Sheldon, Doug Bersaw, Unassigned seat for Gilsum and Unassigned seat for Roxbury.

**Also Present:** J. Morin, Business Administrator and L. Aivaliotis, Recording Secretary

1. **Public Comments:** There were no public comments. *D. Coffman arrives.*

2. **Approval of Meeting Minutes:**

a. **March 28, 2023 Budget Committee Meeting Minutes: MOTION:**

W. Lechluder **MOVED** to approve the March 28, 2023 Budget Committee Meeting Minutes as presented. **SECOND:** J. Hoden **VOTE:** Unanimous for those present. **Motion passes.**

3. **Administration Report:**

a. **Transfer/expense:** J. Morin explained that at the last Board Meeting the Board approved a transfer in the amount of \$44,385.00 requested by L. Spencer and C. Czifrik for upgrading PC's in CAD Lab to support updated curriculum.

b. **Budget Tracking Report:** J. Morin had emailed the Budget Tracking Report to the Budget Committee Members. There were no questions on the information provided.

c. **Monthly Financial Report:** J. Morin had emailed the Monthly Expense Report to the Budget Committee Members. There were no questions on the information provided.

d. **Staffing**

i. **Vacancy Update:** L. Witte had emailed information to the Budget Committee on the vacancies in the district. J. Hoden asked about the additional 10 vacancies that are on the report. J. Morin explained that it is her best guess that the retirees are the additional vacancies. She also mentioned that she does believe an

Assistant Principal was hired. She also explained that there are a number of vacancies that are filled with contracted service employees. The district would like to fill those but they are counted as a vacancy. B. Tatro explained that if there is no change in the vacancy count a new report will not be generated. If there is a change L. Witte will provide that information. D. Coffman would like a Staffing Report on a monthly basis and an administrator in attendance who is able to explain it. J. Hoden would like to receive a report monthly even if there are no changes. A big part of concern is the Staffing Report.

**4. Agenda for Board/Budget Committee Joint Meeting May 16, 2023: A.**

Hopkins commented that there is an agenda for the Joint Board/Budget Committee Meeting on May 16, 2023 and S. Peters asked if there are any items the Budget Committee would like to have on the agenda. Staffing was mentioned. W. Lechliden asked about the process for the Superintendent Search. J. Hoden asked how hard it would be to fill the spot. There was a lot of push back with the incentive bonus. A. Hopkins explained the Superintendent position is not part of the Teacher's contract. B. Tatro explained that the NHSBA has reached out to offer their services for the search. There is a fee but she is not sure of the cost. A. Hopkins would like to ask the Board to have a member of the Budget Committee on the Superintendent Search Committee. W. Lechliden would volunteer if possible. The committee would like to discuss the Superintendent Search, Specialists Contract, Renovation Project and the CIP. J. Morin explained nothing has changed regarding the Renovation Project. We are waiting for the State. We have moved from the third spot to the second spot to reserve funds. J. Hoden asked about the roof repair at the MRMHS. J. Morin explained that the Board voted to have Melanson Company do the roof. The work will start as soon as the funds are released on July 1, 2023. The biggest concern is to have it done by the beginning of school. She mentioned that the 700 and 800 wings will be worked on this summer and all of the furniture will need to be moved. J. Hoden commented that there are coaches that are concerned with not being able to use the gymnasium over the summer for night practice. It was commented that this was for adult practice.

**5. Superintendent Comments:** The Superintendent is not present.

**6. School Board Liaison Comments:** B. Tatro said that she feels that the committees missed the boat on the letter to the Legislature. J. Morin believes L. Witte will have the letter at the Board Meeting on Tuesday for the Board to sign. B. Tatro

explained that at the next Board Meeting J. Rathbun will be reviewing the data from the iReady testing. She invited the Budget Committee to Zoom in if they are interested and the iReady from last time is also available. D.Coffman wants a high-level summary. He wants to see if it is worth the money and should we continue to support it. A.M.

Osheyack suggested to be clear in what he is asking for. D. Coffman commented that someone who could explain the information should have been in attendance. We want a high-level summary. He does not want decisiveness. Relative to the budget he would like an executive summary. D. Coffman would ask L.Witte and J. Rathbun what they would like to report to the Budget Committee. A.M. Osheyack commented that it is vague for what you are asking for. D. Coffman commented and asked what are the overall results. D. Coffman would like an executive summary. He said L.Witte knows how to do this. J. Hoden is looking for highlights. What is the action plan? A.M.

Osheyack asked if we want growth or proficiency. A. Hopkins would like an executive presentation. They are the professionals. A.M. Osheyack said don't you think they give that information at the Board Meetings. A. Hopkins said the committee would like the information in an executive overview. We want a Budget Committee Member on the Search Committee. We set the budget. Superintendent should be here each month to present the report. R. Audette commented that the overview should be something that the public can understand. A. Hopkins commented that the administration should understand what is presented to the Education Committee is not the same as the public presentation. We should not have to explain what we want. A.M. Osheyack would suggest being clear on what you want. B. Tatro explained that she would be able to gather the information and present a report to the committee. A. Hopkins said we are paying the Superintendent and the Assistant Superintendent over \$300,000.00 and you should not have to do the work. D. Coffman is looking for a summary of the elementary students iReady data results. A.M. Osheyack explained that the high school does not have the iReady. They do the PSAT and SAT. W. Lechliden would like to see the history. R. Young commented that the history should be on the website.

**7. Chairperson Comments:** A. Hopkins would like to see the annual end of the year warrant article report, articles with balances and articles that are still open, what work was done and remaining balances.

**8. Next Meeting Agenda:**

i. **Staff Vacancy Report:** J. Hoden asked where J. Morin feels the District will end up regarding the budget. J. Morin reported that there is 1.6% of the budget remaining. There are a lot of items to still be paid such as the retirements and the wellness payouts. MRMHS has a lot of vacancies and furniture for the 700 and 800 wings. It is difficult tonight to give a number but she imagines it is close to 1 million dollars due to vacancies. J. Morin also explained that the District will be receiving the final Adequacy Payment and the towns have been paying their portion each month. She explained the \$970,000 from the Nutrient Grants and Federal Grants. It is a revenue and an expense. You get what you need.

The GMR will be 6.6%. This is not a savings. This was the percentage quoted. It is a good thing we budgeted for 6.6%.

9. **Public Comments:** There are no public comments.

10. **Motion to adjourn: MOTION:** J. Hoden **MOVED** to adjourn the meeting at 8:03PM. **SECOND:** D.Coffman **VOTE:** Unanimous for those present. **Motion passes.**

**Respectfully submitted,**

**Laura L. Aivaliotis**  
**Recording Secretary**

**Monadnock Regional School District (MRSD)**  
**School Board Meeting Minutes**  
**May 2, 2023**  
**MRMHS Library/Zoom, Swanzey, NH**

**Members Present:** Kristen Noonan, Scott Peters, Dan LeClair, Brian Bohannon via Zoom, Eric Stanley, Edmond LaPlante, Betty Tatro, Lisa Steadman and Stephanie Lawlor. **Absent:** Cheryl McDaniel-Thomas, Nick Mosher, Jennifer Strimbeck and Jeff Cesaitis.

**Administration Present:** J. Rathbun, Assistant Superintendent and J. Morin, Business Administrator.

1. **CALL THE MEETING TO ORDER at 6:30 PM.** The Board did not have a quorum.
2. **Non-Public RSA 91-A:3, II ( c ) Manifest Hardship Hearing:** The family did not arrive for the manifest hardship hearing.
3. **CALL THE MEETING TO ORDER at 6:45 PM.** S. Peters called the meeting to order.
4. **PUBLIC COMMENTS:** There were no public comments.
5. **#CelebrateMRSD:**
  - a. S. Peters reminded the Board Members who would be attending the Retirement/Awards Dinner to RSVP to L.Sutton.
  - b. J. Rathbun reported that MTC will be holding the NHDI Residency Program as well as a Kindergarten Ice Cream Social. The Senior Class will hold Breakfast with Pando. With the use of the CARES Funds Cutler students were able to visit the Seacoast Center and the Boston Museum of Science. **B. Bohannon arrives via Zoom.**
  - c. **Staff Appreciation Week:** J. Rathbun explained that swag has been ordered for all of the staff and it will be delivered next week.
6. **MATTERS FOR INFORMATION & DISCUSSION:**
  - a. **Q3 Education Report:** J. Rathbun would like to present the Q3 Education Report at the joint meeting with the Budget Committee. He will also talk about where we are district - wide not only academics but plans and concerns.

J. Rathbun explained that we need to look at the health and wellness of the students. Things are different NH has expectations. Currently the guidance special is done by a school counselor every week. The administration would like to propose creating a specialist guidance position. This proposed position will give opportunity to focus on the new expectations from the State and free up the school counselors. **J. Morin arrives.**

    - b. **Federal Funds General Assurance:** J. Rathbun explained that this was reviewed

at the last meeting but L. Steadman and S.Peters did not sign and date the document on a School Board Meeting day. It needs to be signed tonight. The Assurance is to accept the Federal funds and all of the DAF Policies, to comply with the policies and to follow all federal laws.

**c. FY22 Audit Recap:** S. Peters explained that the FY22 Audit was in the packet. J. Morin explained the audit is received each year. She explained there is a letter in the packet that gives the highlights. She said everything they found is normal in the course of a school district. She mentioned the manifest not having a quorum signing it and comments on the disbursement of student activity funds. It is a matter of getting into the new process. The school year is almost over. It is too late to implement new changes. J.Morin commented that the Business office did a great job following procedure and the schools did great with the changes asked of them. **D.**

*LeClair arrives.*

**d. CCC Regional Agreement:** The draft of the CCC Regional Agreement was in the packet. It was explained that the State will only allow 10 conflicting calendar days. It was mentioned that Keene, Fall Mtn.and Monadnock need to work together to form the calendar. The CCC follows the Keene High School Calendar. J. Rathbun explained there are 5 conflicting days due to Keene's early release days. It was mentioned that the number of Monadnock students has increased but Keene has a larger number of students. The CCC representative was in attendance at Career Day. J. Rathbun explained Monadnock is not a receiving district. He would like to provide a welding class, forest management and ATV Repair for the students and have students from other districts attend Monadnock, such as the CCC. K. Noonan explained that students can earn up to 12 credits through the LNA Program at the CCC. B.Tatro mentioned that N. Carney from the Budget Committee teaches a course at the CCC

**e. Preparing for Joint Meeting with BudgetCommittee on 5/16/23:** S.Peters explained that the Board and the Budget Committee will be having an extra joint meeting on May 16, 2023 and also hold the joint meeting in November. S.Peters said that he and A. Hopkins have connected and started working on an agenda. The Board reviewed the proposed agenda. J. Morin explained that there will be a first interest only payment on the bond and then a full one to follow. She does not feel there will be a year in which there is no payment. S. Peters proposed adding an Education Committee overview to the agenda. It was commented that the committee needs to discuss attendance, behavior and parent participation not only proficiency. The whole package. It was suggested that the Budget Committee attend the Board Meetings regarding the test results. B. Tatro commented that the Budget Committee would like an executive summary. J. Rathbun explained that the test was created by a company to make money. It is only one test. The Budget Committee is looking for proficiency. B.Tatro explained that the Budget Committee feels that they should be equal to the Board and not a subcommittee. S. Peters commented that they have been excellent partners. K. Noonan commented that she hopes that the Budget Committee knows that we cannot talk specifics regarding the negotiations.

**f. Overview of Critical Staffing Shortage (State of NH Definition +MRSD Current Status):** The Board received information from the administration regarding the critical staffing shortage. J. Rathbun commented that the administration is feeling much better than last



year. There are 44 vacancies for next year. J. Rathbun explained that the critical staffing shortage list comes from the State. The State asks districts to share the vacancy list and they decide the shortage and identify alternative hiring. Certified staff are the only group on the critical shortage list. J. Rathbun explained Alternative 4 and Alternative 5.

## 7. MATTERS THAT BOARD ACTION:

**a. Rules for Board Member Remote Participation:** S. Peters explained that Policy BBAB states that if the Board Member is attending the meeting remotely the member has to state the reason why and it needs to be stated in the meeting minutes. Policy BEDDA Rules for Remote Participation was presented to the Board. S.Peters presented edits to the policy referring to remote participation. **MOTION:** S.Peters **MOVED** to refer the proposed remote participation changes to the Policy Committee. **SECOND:** S. Lawlor. **VOTE:** 8.731/0/0/4.269. **Motion passes.**

**b. April 18, 2023 Meeting Minutes:** **MOTION:** K. Noonan **MOVED** to approve the April 18, 2023 Public and Non-Public Meeting Minutes as presented with an addition to 5.a. Describing the question asked about the waiting list and to have non-public "1" be relabeled as non-public b. **SECOND:** S.Lawlor **DISCUSSION:** L. Steadman asked for clarity regarding the April 4, 2023 Minutes because she was not present. She asked if the students on the Preschool waiting list are regular ed. Students or Special ed. Students. **VOTE:** 8.605/0/1.126/4.269. **Motion passes.**

**c. Manifest:** **MOTION:** L.Steadman **MOVED** to approve the manifest in the amount of \$1,381,713.06 as presented by the administration. **SECOND:** B. Tatro **VOTE:** . **Motion passes.**

**d. Budget Transfer:** J. Morin presented 5 budget transfers to the Board. L. Spencer has requested a budget transfer in the amount of \$29,400 from the Regular Instruction Salaries line to the Other Purchased Property Services line to purchase and installation of Air Quality Sensors at MRMHS, L.Stevens and J. Morin have requested a budget transfer in the amount of \$20,659 from multiple Special Ed. salary and benefits lines and multiple Regular Ed. salary and benefits line to hire a paraprofessional to support Kindergarten, not related to Special Ed., J. Morin has requested a budget transfer in the amount of \$11,100 from the Special Education Health Ins. line to the Building and Grounds Health Ins.line for a change in position/staffing, needs to move benefits with the person, T. Givetz has requested a budget transfer in the amount of \$8250 from the Regular Instruction Salaries line to the Replacement Furn/Equipment line to purchase 2 tables, 2 Art tables and chair replacement and a budget transfer request from K. Stone in the amount of \$11,360 from the Regular Instruction Health Insurance line to the Replacement Furn/Equipment line to purchase 4 cafeteria tables. **MOTION:** L. Steadman **MOVED** to approve the budget transfers as presented by J. Morin. **SECOND:** K. Noonan. **DISCUSSION:** J. Morin explained that the staff making the request obtain a quote and the items are not ordered until the School Board approves the budget transfer. The amount being transferred between lines may not be the entire amount of the purchase. If the District had a default budget the amount

would be pre-budget transfers. **VOTE:** 8.731/0/0/4.269. **Motion passes. D. LeClair arrives.**

**e. Superintendent Search:** The Board received a boilerplate from the NHSBA. This proposal is not for the current year and has not been updated. J. Rathbun suggested NESDEC to help with the search. S. Peters commented that the Board should be ready in a month to start the process. B. Bohannon and S. Lawlor suggested a national search. S.Peters said he has not asked the NHSBA how wide their search would be. J. Rathbun explained the candidate must have NH credentials. K. Noonan said that she is comfortable with the NHSBA. We have a great working relationship with them. K. Noonan, B. Bohannon, L.Steadman, B. Tatro and S. Lawlor volunteered to be on the Search Committee. **MOTION:** B. Bohannon **MOVED** to create documentation describing the desired attributes of a Superintendent. **SECOND:** S. Lawlor. **VOTE:** 9.863/0/0/3.317. **Motion passes.** S.Peters suggested a deadline of June 30, 2023.

**f. Charter & Goals: Finance/Facilities:** B.Tatro explained that Chart and Goals will be in the next Board packet.

**g. Charter & Goals: Policy:** Policy has not met.

**h. Charter & Goals: Education:** S. Lawlor reported that the committee met and had a great discussion. The committee has a number of questions to ask the administration in order to proceed. The next step is to have an interview with the administration. The committee presented the Committee Charter to the Board. **MOTION:** S. Lawlor **MOVED** to approve the Ed/Tech Committee Charter as presented. **SECOND:** Tatro. **VOTE:** 9.863/0/0/3.137. **Motion passes.** The Ed/Tech Goals were presented to the committee. The committee explained that they had a healthy conversation regarding the goals. The committee needs questions answered before they answer what the strategy is. B.Tatro suggested it may be an approach instead of a strategy. **MOTION:** S. Lawlor **MOVED** to approve the Ed/Tech Goals as presented. **SECOND:** B. Tatro. **VOTE:** 9.863/0/0/3.137. **Motion passes.** L.Steadman would like to edit Charter #3. The tech plan is maintained by the staff. She would like to delete “maintain”. S.Peters explained any changes can be done at the committee level.

## **8. SETTING NEXT MEETING’S AGENDA:**

- a. RSVP Graduation**
- b. Non-Meeting**
- c. Policy Goals and Charter**
- d. Fin/Fac. Goals and Charter**
- e. Superintendent Performance Evaluation**
- f. Non-Certified Staff pay increase**
- g. Authorize Manifest Signatures**
- h. Encumbrance (if any)**
- i. Completed May 16, 2023 Joint Meeting Agenda**

The Board asked if there are still Senior Project Presentations to attend. J. Rathbun explained some of the Senior Projects are electives. There are reasons why it is not a Senior requirement

such as scheduling and staffing.

**9. Public Comments:** There were no Public Comments.

**10. 8:58 PM: Motion to Enter into Non-Public Session under RSA 91-A:3, II (b) The hiring of any person as a public employee: MOTION:** L. Steadman **MOVED** to enter into Non-Public Session under RSA 91-A:3, II (b) The hiring of any person as a public employee. **SECOND:** K. Noonan **VOTE:** 9.863/0/0/3.317. **Motion passes.**

**11. 9:02 PM: Motion to Enter into Non-Public Session under RSA 91-A:3, II ( c ) Matters which, if discussed in public, would likely adversely affect the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting: MOTION:** K. Noonan **MOVED** to enter into Non-Public Session under RSA 91-A:3,II ( c ) Matters which, if discussed in public, would likely adversely affect 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:** 9.863/0/0/3.137. **Motion passes.**

**12. 9:16 PM: Motion to Enter into Non-Public Session under RSA 91-A:3, II (i) Consideration of matters relating to the preparation for and the carrying out of emergency functions: MOTION:** L.Steadman **MOVED** to enter into Non-Public Session under RSA 91-A:3, II (i) Consideration of matters relating to the preparation for and the carrying out of emergency functions. **SECOND:** K. Noonan **VOTE:** 9.863/0/0/3.317. **Motion passes.**

**13. ADJOURNMENT: MOTION:** K. Noonan **MOVED** to adjourn the meeting at 9:34 PM. **SECOND:** B. Tatro **VOTE:** 9.863/0/0/3.317. **Motion passes.**

**Respectfully submitted,**

**Laura L. Aivaliotis**  
**Recording Secretary**

**VOTING KEY:**Yes/No/Abstain/Absent

**Monadnock Regional School District  
School Board Meeting Minutes  
Non-Public Session (Not Yet Approved)  
May 2, 2023  
MRMHS Library/Zoom, Swanzey, NH**

**Members Present:** Kristen Noonan, Edmond LaPlante, Scott Peters, Eric Stanley, Betty Tatro, Lisa Steadman, Brian Bohannon via Zoom, Dan LeClair and Stephanie Lawlor.

**Absent:** Jennifer Strimbeck, Jeff Cesaitis, Cheryl McDaniel-Thomas and Nick Mosher

**Administration Present:** J. Rathbun, Assistant Superintendent and J. Morin, Business Administrator.

**8:58 PM Non-Public Session RSA 91-A:3 II (b) The hiring of any person as a public employee:**

**Issue #1: MOTION:** K. Noonan **MOVED** to accept the nomination of Rachel Gantt as the grade 5/6 teacher at Emerson and Mackenzie Rokes as the School Counselor at MTC as presented by the administration. **SECOND:** B. Tatro. **VOTE:** 9.863/0/0/3.317.

**Motion passes.**

**MOTION:** K. Noonan **MOVED** to leave Non-Public Session. **SECOND:** B. Tatro **VOTE:** 9.863/0/0/3.3137. **Motion passes.**

**Respectfully submitted,**

**Laura L. Aivaliotis  
Recording Secretary**

**Monadnock Regional School District  
School Board Meeting Minutes  
Non-Public Session  
May 2, 2023  
MRMHS Library/Zoom, Swanzey, NH**

**Members Present:** Kristen Noonan, Scott Peters, Eric Stanley, Lisa Steadman, Betty Tatro, Dan LeClair, Brian Bohannon via Zoom, Edmond LaPlante and Stephanie Lawlor. **Absent:** Jennifer Strimbeck, Jeff Cesaitis, Cheryl McDaniel-Thomas, and Nick Mosher.

**Administration Present:** J. Rathbun, Assistant Superintendent and J. Morin, Business Administrator.

**9:02 PM Non-Public Session RSA 91-A:3 II ( c ) Matters which, if discussed in public, would likely adversely affect the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting.**

**Issue # 1: MOTION:** K. Noonan **MOVED** to approve the 5 intermittent unpaid leave days as presented by the administration. **SECOND:** S. Lawlor **VOTE:** 9.836/0/0/3.137. **Motion passes.**

**Issue #2: Notification:** The administration notified the Board of the resignation of Mary Swain and Chance Margheim.

**Issue #3: Superintendent Performance Evaluation:** S.Peters presented the results of the Superintendent Performance Evaluation to the Board. He explained that 8 out of the 13 Board Members participated. He will share the results with L. Witte. S. Lawlor asked if the staff is able to fill out the evaluation and contribute. S. Peters said not this document but one could be created. J. Rathbun would caution you might not want a response to break up a team. S.Peters mentioned a round table feedback discussion.

**MOTION:** K. Noonan **MOVED** to leave Non-Public Session. **SECOND:** S. Lawlor **VOTE:** 9.863/0/0/3.137. **Motion passes.**

**Respectfully submitted,**

**Laura L. Aivaliotis  
Recording Secretary**

**Monadnock Regional School District  
School Board Meeting Minutes  
Non-Public Session (Not Yet Approved)  
May 2, 2023  
MRMHS Library/Zoom, Swanzey, NH**

**Members Present:** Kristen Noonan, Edmond LaPlante, Scott Peters, Eric Stanley, Betty Tatro, Lisa Steadman, Brian Bohannon via Zoom, Dan LeClair and Stephanie Lawlor.

**Absent:** Jennifer Strimbeck, Jeff Cesaitis, Cheryl McDaniel-Thomas and Nick Mosher

**Administration Present:** J. Rathbun, Assistant Superintendent and J. Morin, Business Administrator.

**9:16 PM Non-Public Session RSA 91-A:3 II (i) Consideration of matters relating to the preparation for the carrying out of emergency functions.**

**Issue #1:** The Board discussed Safety Drills with the administration.

**MOTION:** K. Noonan **MOVED** to leave Non-Public Session. **SECOND:** B. Tatro  
**VOTE:** 9.863/0/0/3.3137. **Motion passes.**

**Respectfully submitted,**

**Laura L. Aivaliotis  
Recording Secretary**

**May 16, 2023 School Board Meeting  
Budget Transfers**

**Budget Transfers**

1. Requested by: Lisa Spencer, MRMHS Principal
  - ◆ From: 01.1113.56100.00.00000 Science Supplies \$ 3,000
    - 01.1100.51200.00.00000 Substitutes \$ 2,937
  - To: 01.1126.57370.00.00000 Replacement Furn/Equip \$ 5,937
  - ◆ Amount: \$5,937
  - ◆ Reason: Magnetic whiteboard replacements for 700s/800s wing renovation
  
2. Requested by: Lisa Spencer, MRMHS Principal
  - ◆ From: 01.2222.51150.00.00000 Library Para Salary \$ 7,637
  - To: 01.1420.57370.00.00000 Athletic Equipment \$ 7,637
  - ◆ Amount: \$7,637
  - ◆ Reason: Replace Gym Audio System
  
3. Requested by: Lisa Spencer, MRMHS Principal
  - ◆ From: 01.2130.52110.00.00000 Nurse Health Benefits \$ 10,000
    - 01.1100.52110.00.00000 Regular Instruction Health \$ 30,000
  - To: 01.2840.57370.09.00000 Technology Equipment \$ 40,000
  - ◆ Amount: \$40,000
  - ◆ Reason: To purchase additional chromebooks and a chromebook cart for MRMHS to ensure students have them when needed for testing and general classroom use.
  
4. Requested by: Lisa Spencer, MRMHS Principal
  - ◆ From: 01.1100.52300.00.00000 Regular Instruction Retirement \$ 17,737
    - 01.2620.52110.00.00000 B&G Health Insurance \$ 10,766
    - 01.2620.51170.00.00000 B&G Salaries \$ 10,000
    - 01.1103.56300.00.00000 Business Studies Textbooks \$ 275
  - To: 01.1126.57370.00.00000 \$38,778
  - ◆ Amount: \$38,778
  - ◆ Reason: To purchase replacement furniture for 5 classrooms in the 700s/800s wing renovations.

# Monadnock Regional School District

## Finance/Facilities Committee Charter

*Board Last Approved: 5/05/2020*

The purpose of the Finance/Facilities Committee is to develop and support the following initiatives:

1. Document and refresh (annually) a long-term facilities plan that encompasses all buildings within the district. The plan includes strategies and timelines for both the funding and work effort of all significant projects related to the district's buildings and grounds, as well as strategic purchases such as land, equipment, or consulting services.
2. Work with Administration and the district's consultants (e.g. architects) in developing plans and proposals for projects; present recommendations to the full board
3. Monitor and recommend state/federal/grant funding options as they become available to support the district's project goals; present opportunities and recommendations to the full board
4. Continuously review and draft changes to policy books D (Fiscal Management) and F (Facilities and Planning Development), as well as policies specific to the use of buildings and grounds, and forward those drafts as recommendations to the Policy Committee
5. To hear and review requests from the Administration, Students, Employees, and general public related to proposals for the district's buildings, grounds, and equipment

Last reviewed by committee: 4/12/2022



## **Finance/Facilities Committee Goals for 2023/24**

Board Approved mm/dd/yyyy

1. Ongoing through the year: Monitor the progress of the Elementary Renovations project. Review options presented by the Construction and Architectural firms, and make recommendations to the full board as needed
2. By September 30th: Update the capital improvement plan in both timeline and written format
3. By October 31st: Present the documented plan to the Budget Committee for consideration. This presentation is separate from the annual joint meeting of the Budget Committee and full School Board
4. Optional as time allows: Review the Book D and F policies assigned by the Policy committee and provide recommendations