

1 **GILMANTON SCHOOL BOARD REGULAR MEETING**

2 **TUESDAY, NOVEMBER 12, 2013**

3 **GILMANTON SCHOOL SCIENCE ROOM**

4 Board Members Present: Renee Kordas, Michael Hatch, Robert Carpenter, Malcolm MacLeod,
5 Adam Mini

6 Administrators Present: Principal Locke, Vice Principal Deb Bergeron, Business Administrator
7 Clairmont, Superintendent Fauci, Director of Student Services Emily Reese

8 Others Present: Frank Weeks, Liz Brulotte, Amy Small

9 **CALL TO ORDER:**

10 Board Chair Michael Hatch called the School Board Meeting to order at 6:00 PM

11 **PROOF OF POSTING:**

12 Proof of posting was verified by Superintendent Fauci.

13 **APPROVAL OF AGENDA:**

14 Renee Kordas suggested the Board add the nomination of Sean Hayes as basketball coach to the
15 agenda. Principal Locke believes Mr. Hayes was brought forth as a nominee last spring, but
16 Superintendent Fauci said it can't do any harm to re-approve just to be sure.

17 On a motion made by Robert Carpenter, seconded by Renee Kordas, the Board unanimously
18 agreed to accept the agenda as amended.

19 **CORRESPONDENCE:**

20 A letter of intent to retire was submitted by Middle School Reading Teacher Anne Kirby.
21 Renee Kordas asked if the changes that were made to the retirement piece of the teacher contract
22 allow her to rescind if she changes her mind. Superintendent Fauci stated that he has informed
23 her that her resignation is considered official and added they have met, per her request, to discuss
24 the details of her retirement. He noted that if there is an extenuating circumstance, she may be
25 able to rescind, but only with Board approval.

26 An e-mail was submitted by Michelle Heyman regarding the space issues in the building.
27 In the e-mail she made observations and asked the Board to consider the possibility of an
28 addition.

29 **DISCUSSION ITEMS:**

30 **Gilford**

31 Malcolm MacLeod reported from the previous Gilford Board meeting:

32 School Clubs- These involve the High School, Middle School, and Elementary school.

33 The Unified Soccer team was state champions.

34 Gilford's overall budget was approved by their Board, and it is up 2.7% from last year.
35 Superintendent Fauci noted this impacts us significantly. Gilford's budget includes the warrant
36 article for the teacher contract, assuming the contract is passed.

37 **Principal's Report**

38 **Current Enrollment**-Our school population is currently at 402 students, down from last
39 month's 404. Grade 2 still remains the largest class at fifty-one students, with Kindergarten at
40 fifty students. Please note the following enrollment figures:

| Grade Level | Males | Females | Totals |
|-------------|-------|---------|--------|
| K | 29 | 21 | 50 |
| 1 | 26 | 20 | 46 |
| 2 | 19 | 32 | 51 |
| 3 | 26 | 16 | 42 |
| 4 | 16 | 23 | 39 |
| 5 | 17 | 19 | 36 |
| 6 | 20 | 26 | 46 |
| 7 | 25 | 23 | 48 |
| 8 | 23 | 21 | 44 |
| Totals | 201 | 201 | 402 |

41

42 **Veteran's Day Assembly**-The Social Studies Committee organized an assembly on November
43 7th to honor our country's veterans. Students created a mural on the cafeteria wall by responding
44 to questions such as, "What is a veteran?" and "Why should we honor our veterans?" at the
45 assembly, and a veteran service dog was a special guest. Mr. Dade volunteered to bring the dog,
46 and he explained the importance of dogs during times of conflict. Superintendent Fauci reiterated
47 how special, moving, and meaningful the assembly was for all who participated.

48 **Lockdown Drill**- We conducted a lockdown drill on Friday, November 8th. Students and staff
49 did a great job going into lockdown status. The administrative team is currently reviewing some
50 of our procedures to ensure even greater security.

51 **November 13 Early Release**- Dr. Heather Driscoll is meeting with the LA and Math
52 Committees tomorrow afternoon to discuss our K-8 curriculum map. The job for those
53 committees is to identify any gaps in the teaching of concepts and skills and to address those
54 gaps with the appropriate grade levels.

55 Two other trainings are taking place tomorrow, a Medicaid training and one related to a child's
56 special needs.

57 **Upcoming Harvest Dinner**- The annual harvest dinner for 4th grade families and senior citizens
58 is Friday, November 22 at 1 PM. Please feel free to join us as the fourth graders celebrate
59 Thanksgiving with family and guests.

60 **Trimester One**-The first trimester ends on Tuesday, November 26. Report cards go home with
61 students on Friday, December 6.

62 **Superintendent's Report**

63 Superintendent Fauci reported that the negotiation team has been meeting regularly and he will
64 have more to report later.

65 Superintendent Fauci has been meeting with Facilities Manager Dave Sykie to review his capital
66 improvement plan, which involves cost items, to make sure the numbers we have are accurate by
67 today's standards and that we have enough to project out to the end of the projects. More
68 immediately, Superintendent Fauci has been working with Mr. Sykie to address a septic issue
69 specific to the 3-5 wing. They have had several professionals as well as the health inspector in to
70 address the issue, which Superintendent Fauci reported has been an ongoing problem for the past
71 several years.

72 **2nd Reading of New Policies**

73 **Policy GBEF- School District Internet Access for Staff**

74 **Policy JLCJ- Concussions and Head Injuries**

75 **Policy JICL- School District Internet Access for Students**

76 **2nd Reading of Revised Policies**

77 **Policy EEA- Student Transportation Services**

78 **Policy GCO- Teacher Performance and Evaluation System**

79 **Policy JFAB- Admission of Tuition and Non-Resident Students**

80 **Policy JH- Attendance, Absenteeism and Truancy**

81 Principal Locke said that language quoted directly from the handbook has been included in this
82 policy to ensure consistency.

83 A typographical error was noticed by Robert Carpenter: on p. 2 of 4, protocol #3 reads "Please
84 not...HB 254." The spelling of not should be changed to "Please note... HB 254."

85 **Policy JLI- Joint Loss Management Committee**

86 Superintendent Fauci said he had learned that a GHS student who was living in Gilmanton is no
87 longer residing in town. This was investigated and confirmed, so Gilmanton is no longer
88 financially responsible for him.

89 **Two Petitions Received on October 21, 2013**

90 Superintendent Fauci spoke with Attorney Barbara Loughman and asked her to weigh in and
91 provide some timelines regarding two petitions submitted by Gilmanton residents. Malcolm
92 MacLeod asked if on the second petition, the wording of "School District Budget Committee"

93 refers to the School Board or the Budget Committee. It was clarified that it means the Budget
94 Committee. Superintendent Fauci said that we first have to have a public meeting and it has to be
95 on the warrant articles. Possible problematic wording is "...by more than zero (\$) for a period of
96 three (3) years from the date this is voted upon."

97 **Support Staff Salary Schedule**

98 The proposed salary schedule for 2014-2015 was brought forward. The base was increased by
99 2%. Renee Kordas noted that food helpers are currently at \$14 per hour and the increase will
100 raise the hourly rate to \$14.08. Business Administrator Donna Clairmont recognized there is a
101 flaw in the current schedule. There should have consistently been a \$.35 increase between steps.
102 Therefore, in the new schedule, the rate was evened out and corrected. However, this correction
103 increase is not reflected in the current budget. Malcolm MacLeod asked what the total increase
104 will be if the proposed schedule is accepted. Business Administrator Donna Clairmont said she
105 has not yet calculated the difference. Robert Carpenter asked if we should table this until we
106 know the full impact to the total budget, but Superintendent Fauci said that we have to have this
107 presented to the Budget Committee on December 11. Renee Kordas suggested either approving it
108 tonight or having another meeting to do so because she doesn't feel comfortable amending the
109 budget after presenting it to the Budget Committee.

110 **Lakes Region Community Health Assessment 2013**

111 Director of Student Services Emily Reese received a report from the Lakes Region Community
112 Health Assessment, titled "Are We Healthy?" The handout addresses future demographics, areas
113 of risk, and how the risks are being addressed. Under the subheading Our numbers are growing,
114 the report notes, "According to the Census from 2000-2011, the number of people in the Lakes
115 Region increased by approximately 5.1%" In summary, Moultonborough saw a decline of
116 10.9%, Gilmanon saw an increase of 22.9%, and NH experienced an overall state growth of
117 6.9%.

118 Director of Student Services Emily Reese reported that Gilford High School was not represented
119 in this report due to not having a large enough sample. She also noted from the report, the Lakes
120 region has experienced an overall increase in risk factors impacting families, nutrition and
121 exercise, and health care. Drug and alcohol consumption and preventable diseases are also
122 addressed as are available resources to address risk factors.

123 Superintendent Fauci said Gilmanon's population growth numbers reported in this assessment
124 correspond with the assessment conducted by NESDEC last year.

125 **Space Needs Committee**

126 As a result of the review of the building goals, Superintendent Fauci compiled a suggested list of
127 individuals for a space committee, including 2 School Board members, 1 building level
128 administrator, 1 SAU administrator, 2 teachers, 1 para-educator, 2 parents, 1 Planning Board
129 member, 1 Budget Committee member, and 1 member of the community at large. Robert
130 Carpenter asked if it is a good idea to have an even number of voters. Superintendent Fauci said
131 it depends if they are all voting members. Board Chair Michael Hatch noted that it will be a
132 committee, not a Board, so it doesn't matter if the number is even or odd. Renee Kordas asked if
133 the Board has to vote on this. Superintendent Fauci said that he is open to suggestions about the

134 make-up, additional members, and any other input from the Board. However, if the Board feels
135 comfortable with the proposed committee, then they may act. Superintendent Fauci envisions
136 conducting a historical presentation about what has transpired over the last 10 years, taking a
137 walk through the building, and reviewing the demographics. He expects taking four or five
138 meetings to catch up to where we are. Following that, suggestions or proposals could be made by
139 the committee, though he is not sure what those would look like. He recalled the explicit plans
140 that were created seven or eight years ago. Robert Carpenter asked if he can supply those to the
141 Board, which he said he could. Superintendent Fauci stated he believes it would be good to
142 review plans and proposals that have been considered in the past and that it is a good time to
143 look at this since the idea of a modular has been raised again. Internally, we are at a cross-road
144 about what to do with space. Malcolm MacLeod asked who would “elect” the members in the
145 event there are more volunteers than needed. He further asked about the scope of the committee
146 to which Superintendent Fauci replied that it is not limited to considering an addition. He added
147 that he does not want to limit the scope of the committee and he hasn’t thought further than the
148 makeup and the first couple of meetings. Malcolm MacLeod thanked Superintendent Fauci for
149 the thought that was put into this. Superintendent Fauci’s idea was to start this after the holidays.
150 Malcolm MacLeod asked if this committee would require any funding for studies or plans, but
151 Superintendent Fauci stated he would require Board approval before he would entertain further
152 action.

153 **Proposed 2014-2015 School District**

154 Business Administrator Donna Clairmont addressed Malcolm MacLeod’s earlier inquiry about
155 the cost increase resulting from the adjusted support staff salary schedule, stating the amount
156 would be \$10,728 to implement for next year.

157 One of the unknowns for which we have received more information since last month’s Board
158 meeting is the Gilford High School’s tuition rate. Based on our area agreement, the average cost
159 per student will be \$18407.84. Based on our current enrollment in grades 8-11, we will have a
160 \$255,125 increase over the current year.

161 Also included in the proposed budget are the cost of a modular and the cost for additional
162 personnel. The price including installation of a two classroom modular is \$95,448 and the cost of
163 adding another teacher and a paraprofessional is \$96,820. The Board has finalized at least 3
164 administrators’ salaries, so their salaries are reflected in the proposed budget. The proposed
165 budget reflects a 2.01% increase.

166 The overall budget increase reflects the high school tuition, the new teacher and
167 paraprofessional, and the 2 classroom modular. The previous proposed budget, presented at the
168 last meeting, reflected a level funded budget for GHS tuition because we did not yet know the
169 tuition costs. Therefore, with more concrete amounts, assuming the passing of the GHS budget,
170 we are able to present a more up-to-date and accurate budget. Superintendent Fauci said we have
171 8 more students who will be attending GHS next year than we had this year. Renee Kordas
172 asked if Gilmanton has benefitted from the money Gilford returned to the town last year from
173 their fund balance. Superintendent Fauci said it impacted our fund balance significantly and
174 caused Gilmanton taxpayers tax rates to decrease.

175 Board Chair Michael Hatch asked what would happen to our budget if we remove the modular.
176 Superintendent Fauci said he expected the budget to either be below or at 0. He noted that there
177 will be a lot of items on the table including a warrant article for the oil tank, the teacher contract,
178 and two petition articles, which are all working simultaneously. In light of this, administration
179 had a telephone conference and recognized that since the cost of the modular is around \$100,000,
180 and with other large numbers, Superintendent Fauci suggests going with one teacher and
181 doubling up in a classroom. Board Chair Michael Hatch asked if the Board could put the
182 modular on as a warrant article. Superintendent Fauci said they could, but he wouldn't suggest
183 putting the paraprofessional or the teacher on as a warrant article. Business Administrator Donna
184 Clairmont said that if we remove the modular and the paraprofessional with the associated
185 benefits, the reduction to the proposed budget would be \$120,064, so the new overall increase
186 would be \$76,662, which is a .07% increase. If the support staff is added, it would bring the
187 increase to approximately .09%. Malcolm MacLeod asked if there is any way of knowing what
188 2014-2015 Kindergarten enrollment numbers will be. Principal Locke said it is difficult to know.
189 Though the pre-school numbers are down, that has happened before and we have been surprised
190 with a large Kindergarten enrollment. Director of Student Services Emily Reese said Gilford's
191 numbers are down. Superintendent Fauci reiterated that if the budget is approved and we find
192 that the teacher is not needed, the amount appropriated for that position would be returned to the
193 fund balance. Malcolm MacLeod asked if moving to half day Kindergarten is a possible solution
194 to space needs. Director of Student Services Emily Reese said that our Kindergarten is so
195 advanced now that going to a half-day program would change our curriculum K-8.

196 Renee Kordas asked about the 23.94% increase for Speech. Director of Student Services Emily
197 Reese said that part of the salary for this position was funded by a grant, which has been greatly
198 reduced. Therefore, her salary is now being funded differently. She also asked about the increase
199 for technology. Adam Mini stated that the increase is to improve the infrastructure, including
200 wiring and adding drops. Renee Kordas asked if this brings us up to code for the upcoming
201 testing. Superintendent Fauci said that the state is rolling out snippets of the test so they can tell
202 how much bandwidth is being used. Since we are going to be using wi-fi in our testing
203 environment, we don't want the internet to be dropped. Principal Locke pointed out that it is
204 taking a long time for kids to log on (10 min. or more) Adam Mini met with Network
205 Administrator Art Reardon and saw some of the problems firsthand. He reported that Art is
206 troubleshooting most of the day. Superintendent Fauci said that the technology is being used
207 speaks to the individualized nature of our teaching. He added that we have built in a 20%
208 replacement cost each year, and this has been cut and compromised each year. Adam Mini said
209 this money is necessary to solve current problems. Next, we have to figure out what will happen
210 in the next 3-5 years. Board Chair Michael Hatch said we need to look at a 5 year replacement
211 plan. Malcolm MacLeod asked if Adam Mini would like to spearhead that, to which Adam
212 responded that he would be happy to. Robert Carpenter asked if a capital improvement plan
213 needs to be implemented. Superintendent Fauci said that a technology committee is in place and
214 they are currently writing a tech plan for the state. However, they could certainly look at
215 expanding or creating a sub-committee to further examine technology needs. Robert Carpenter
216 said that with a sub-committee, there would be a lot more buy-in from the community.

217 Robert Carpenter asked about line 34 which is the rental calculation for Gilford High School,
218 inquiring about what we rent and what the numbers represent. Business Administrator
219 Donna Clairmont explained that we pay a "rental charge" which has to do with the bond that was

220 written, first for the high school renovation, then for the addition, which is the middle school.
221 This accounts for the principal and interest. He also asked what the ALLOC ALL 57 ACCTS
222 mean. Business Administrator Donna Clairmont explained that it is based on the middle and the
223 high school tuition, which accounts for 57 students between the two programs. They may have
224 services provided at both levels, but they are then divided out by taking the percentage of high
225 school kids and divide by the total budget.

226 Renee Kordas asked if our copier toner is included in the budget, pointing out that under office
227 supplies, toner is included. Superintendent Fauci said that is for individual printers, not for the
228 larger copiers. Business Administrator Donna Clairmont said that on line 26, the lease purchase
229 amount and maintenance is included for copiers. Malcolm MacLeod asked to which copier this
230 line pertains. Business Administrator Donna Clairmont said that is for the photocopiers used in
231 the K-2 wing and the one by the cafeteria.

232 Malcolm MacLeod asked to change the number of students to be changed from 180 to 163 to
233 maintain accuracy of high school records.

234 Superintendent Fauci pointed out the class numbers for each class as indicated on the back of
235 Principal Locke's report to give a perspective of the numbers for which we can anticipate we will
236 have to budget in the coming years.

237 Business Administrator Donna Clairmont explained that the tuition numbers are reviewed by
238 both she and Superintendent Fauci before they are brought forth to the Board. Administration is
239 also consulted and they scrutinize for accuracy, and they have caught some errors in the past.
240 Our costs are prorated if students leave and come back. Renee Kordas said that she was picking
241 through the budget to try and cut where we can, but there is no place to cut. Superintendent Fauci
242 said that down the road, we are going to examine our high school options. For instance, to build
243 a high school for 200 students wouldn't allow for a comprehensive high school and noted that we
244 don't have many other options regarding where to go. Director of Student Services Emily Reese
245 feels our students do get a good education at Gilford High School. Superintendent Fauci said that
246 when the time comes, certain items can be negotiated. Business Administrator Donna Clairmont
247 said that when Laconia, Gilford, and Gilmanton were combined, they recognized that they would
248 not be providing the same level of education without Gilmanton there.

249 Adam Mini expressed confusion about the allocation asking to whom is it allocated?
250 Superintendent Fauci suggested he read the area agreement, which better explains the details of
251 our agreement and outlines our financial obligations to Gilford. The area agreement is available
252 at the SAU.

253 Business Administrator Donna Clairmont said that they remove the high school bond and interest
254 from our cost. Part of this is based on the outline provided by the state. When calculating student
255 cost, they take out food service, transportation, debt, out of student cost, among some other
256 items. They also remove the cost of their Special Education services. However, because we have
257 use of the building, we share in some of the burden of financing the building. Robert Carpenter
258 asked when the bond goes away. Business Administrator Donna Clairmont said that she believes
259 they took out a 20 year bond, which was only taken out about 5 or so years ago. Principal Locke
260 said they used to have an open concept and electric heat, so in order to accommodate all of our
261 students they had to take out a bond to help with renovations.

262 **Meeting Minutes of October 8, 2013**

263 No changes were proposed.

264 **Meeting Minutes of October 29, 2013**

265 It should be noted that Renee Kordas and Malcolm MacLeod did attend this meeting.

266 **Boys' Basketball Coach**

267 Sean Hayes has been coaching for many years and would like to continue doing so this year.
268 Renee Kordas asked if cuts were going to be made to the team this year. Principal Locke said she
269 doesn't believe in cuts, but with too many students to a team, students rotate through and have
270 little playing time. Renee Kordas said that she doesn't see consistency among team policies
271 because the girls' soccer team had 26 girls and no cuts were made. Director of Student Services
272 Emily Reese said that sometimes, a whole grade is excluded and they would be able to play for
273 GYO rather than being cut due to ability. Principal Locke suggested having Athletic Director
274 Karen Stockwell attend a Board meeting to discuss possibly initiating a policy. She explained
275 that other schools have A, B, and C teams, and fewer students want to try out if they believe they
276 are only going to make the C team. Other issues that occur are coaching issues and finding
277 practice times. Principal Locke said that Karen Stockwell takes things one season at a time and
278 takes the lead of the coach. However, she agreed we have to consider our philosophy; are we
279 playing to win or playing to play.

280 **PUBLIC COMMENT**

281 Frank Weeks stated that he coached basketball for 24 years and when we have cuts, we
282 are going for the macho aspect, rather than the educational aspect. He feels that at the middle
283 school level sports should be educational. He added that at Gilford Middle School, they don't
284 have cuts.

285 The high school play is the next two weekends. We have two girls who are tech directors.
286 Victoria Brasil, Anna Malek, and Ryan Hall are all actors.

287 Frank Weeks made a comment on behalf of his son, who now lives in Los Angeles and
288 he is bilingual by demand. He noted the importance of this ability and acknowledged and
289 thanked the Spanish program for preparing him so well.

290 Frank Weeks asked if the teacher contract for Gilford is at 3%. Malcolm MacLeod said
291 he thinks that is what it is.

292 Liz Brulotte asked about bussing costs. She noted at least five students who live a mile or
293 less from the high school. She inquired about how much we are spending on bussing and if we
294 can have bus stops rather than stopping at every driveway. Director of Student Services Emily
295 Reese said the time issue is a result of trying to use minimal busses. Therefore, they leave early so
296 that the same busses used to transport students to the high school can also perform the Gilmanton
297 route.

298 Frank Weeks asked if there is a law about not having to bus students a mile from the
299 school. Superintendent Fauci said that there is one law stating that a bus stop must be a mile or

300 less from the house. Another RSA states that bussing is not required for high school students.
301 However, we choose to bus our high school students. Superintendent Fauci said he has also
302 heard that the late bus is sometimes close to empty, but other times it is full. Liz Brulotte said
303 there have been issues with transportation supplied by peers. As soon as this was brought up to
304 administration at Gilford, the late bus began travelling to Gunstock.

305 Amy Small asked the rationale for next year's tuition increase. Business Administrator Donna
306 Clairmont said it is based on their budget, which is broken out specifically. We get two tuition
307 bills which are sent to Vice Principal Deb Bergeron, Principal Locke, and Director of Student
308 Services Emily Reese to review. Administrative Assistant Rachel Hatch also reviews the
309 students on the list and she questions residency if necessary. Extra steps are taken to ensure the
310 students listed are, in fact, our residents.

311 Liz Brulotte asked if the teacher contract is included in the proposed budget. It was verified that
312 it is included.

313 Amy Small asked if Gilford is an SB2community. It is.

314 **ACTION ITEMS:**

315 **On a motion made by Renee Kordas, seconded by Adam Mini, the Board unanimously**
316 **voted to accept Policy GBEF, Policy JLCJ, and Policy JICL.**

317 **On a motion made by Renee Kordas, seconded by Adam Mini, the Board unanimously**
318 **voted to accept Policy EEA, Policy GCO, Policy JFAB, Policy JH as amended, and Policy**
319 **JLI**

320 **On a motion made by Renee Kordas, seconded by Malcolm MacLeod, the Board**
321 **unanimously voted to accept the Support Staff Schedule.**

322 **On a motion made by Renee Kordas, seconded by Malcolm MacLeod, the Board**
323 **unanimously voted to accept the proposed 2014-2015 School District Operating Budget at**
324 **\$9,776,949 which represents a .09%increase with the removal of the modular at \$95,000**
325 **and para-educator & benefits.**

326 **Capital improvement will be dealt with through separate warrant articles. Robert**
327 **Carpenter asked when the last time is that we can bring warrant articles to the Budget**
328 **committee. Business Administrator Donna Clairmont said January is the latest.**

329 **On a motion made by Robert Carpenter seconded by Adam Mini, the Board unanimously**
330 **voted to approve the October 8, 2013 Meeting Minutes as written.**

331 **On a motion made by Robert Carpenter, seconded by Adam Mini, the Board unanimously**
332 **voted to approve the October 29, 2013 meeting minutes as amended.**

333 **On a motion by Malcolm MacLeod, seconded by Robert Carpenter, the Board**
334 **unanimously voted to approve Sean Hayes as basketball coach.**

335 **NON-PUBLIC SESSION-RSA 91-A :3 II (c) 7 :55**

336 The Board entered in to non public session at 8:02 PM on a motion made by Adam Mini,
337 seconded by Robert Carpenter, by roll call vote.

338 The Board came out of non-public session at 8:55 PM.

339 On a motion made by Robert Carpenter, seconded by Renee Kordas, the Board unanimously
340 voted to approve the proposed Support Staff Sick Bank.

341 On a motion made by Renee Kordas, seconded by Adam Mini, the Board adjourned the meeting
342 at 9:00 PM.

343 Respectfully submitted,

344 Renee Kordas,

345 School Board Clerk