

1 **GILMANTON SCHOOL BOARD REGULAR MEETING**

2 **TUESDAY, July 10, 2012**

3 **GILMANTON SCHOOL SPANISH ROOM**

4 Board Members Present: Renee Kordas, Michael Hatch, Frank Weeks, Ella Jo Regan, Cindy  
5 Houghton

6 Administrators Present: Superintendent John Fauci, Principal Carol Locke, Student Services  
7 Director Emily Reese, Business Administrator Donna Clairmont

8 Others Present: Joanne Gianni, Frank Gianni, Christine Johnson, Erica Presby, Nancy Tohill,  
9 Mary Fougere, and Michelle Heyman

10 **CALL TO ORDER**

11 Board Chair Renee Kordas called the meeting to order at 6:00 P.M.

12 Proof of Posting was verified.

13 Business Administrator Donna Clairmont noted a change to the dates heading the proposed  
14 meeting calendar. Instead of 2013-2014, the dates should read 2012-2013.

15 **APPROVAL OF THE AGENDA**

16 On a motion made by Cindy Houghton, seconded by Mike Hatch, the Board unanimously agreed  
17 to accept the agenda as amended.

18 The Lakes Region Partnership For Public Health Presentation was conducted by Jessica Blais  
19 and Lisa Morris.

20 Jessica provided an overview of what the organization does, stating that as a public health entity  
21 for the region, they offer education in such areas as obesity and substance abuse prevention,  
22 school based immunization clinics, school based youth risk surveys, nutrition, and physical  
23 activity. They also provide services for older adults and those with disabilities, as well as many  
24 other initiatives.

25 In 2007, the state was provided a federal grant to address alcohol abuse of underage people,  
26 which is how LRPPH can subsidize the cost of the risk surveys. Gilmanton sits within the Lakes  
27 and White Mountain Regions. The regional network performed many surveys of local  
28 individuals, including the police chief, townspeople, and many others. They learned that people  
29 wanted more consistent data. A copy of the Middle School survey is included in the School  
30 Board packets. Differences between the High School and Middle School surveys were discussed.  
31 The High School survey is more detailed and it asks more “provocative” questions. Student  
32 Services Director Emily Reese stated that from the survey, they learned that the problem with  
33 drugs and alcohol is much more pervasive than was previously thought. In fact, one in five  
34 students at Gilford High School (GHS) is regularly and illegally abusing prescription  
35 medications. Superintendent Fauci asked for confirmation that he correctly understood the data  
36 to reveal that statewide 10 % of the population admitted to using drugs and/or alcohol, whereas

37 GHS was at 21% in this area. This was confirmed. Jessica stated that the most recent data is  
38 from 2009, and the next set of data will be available in 2013. Board Chair Renee Kordas asked  
39 what is done with the data. It was explained that the data is examined to determine how to work  
40 backward to address the issues. In other words, they determine when the issues begin, what the  
41 root issues/causes are, and factors that are considered “at risk”. At the High School, it is  
42 important for the Guidance Counselors and Nurses to be aware and address the issues. At the  
43 Middle School level, prevention is the focus.

44 Superintendent Fauci asked if Jessica could speak to any particulars regarding what to expect for  
45 questions from parents. Jessica provided a Guide to Conducting Your Own Youth Risk Behavior  
46 Survey (YRBS). This survey does require parent permission, students are not required to take  
47 the survey, and they can stop at any time. Students are provided a resource list of individuals  
48 who can help with any issues that may arise for them during the survey and there is no way to  
49 track the survey back to specific students. There are also fail-safes in place to ensure “clean” data  
50 and responses. A list of common questions about the YRBS was also passed out. Other health  
51 issues and behaviors are also addressed. Risky behaviors may trigger flags for other risk factors.

52 Board Chair Renee Kordas asked if the survey is being completed in the fall. Superintendent  
53 Fauci stated that if the survey is something the Board is interested in pursuing, it should be added  
54 to action items to be voted on at the end of the meeting.

55 Superintendent Fauci stated that the information would be helpful in aiding the Guidance  
56 Counselors in the development of lesson plans, which will target the issues relevant to students at  
57 the time. He added that 1/3 of the students at Gilford High School are our students, and it would  
58 be helpful to have information from our students in order to accurately assess the risky behaviors  
59 of ALL students at GHS.

60 Frank Weeks voiced a concern that minorities may be easily identified in the reports. Jessica  
61 stated that information may come back in the community report, but not in a way that would  
62 identify any particular group or individual.

63 Jessica stated that the cost will only be covered through September, so the survey would need to  
64 be completed in that month. Superintendent Fauci asked how many districts completed the  
65 survey. Jessica stated that in 2010, all schools in Carroll County completed the survey; Alton and  
66 Belmont just finished it and Laconia is looking into administering it this fall. Board Chair Renee  
67 Kordas asked if the results come back a year later. Jessica clarified that results come back in 6  
68 weeks because they have a local scorer who takes care of Middle School results. High School  
69 reports do take longer.

70 The Board chose to add the survey to action items.

## 71 **CORRESPONDENCE**

72 Superintendent Fauci stated he regretfully presents a letter of resignation from the Gilmanton  
73 School Nurse, Stephanie McSharry.

74 Board Chair Renee Kordas shared a note she received from Shannon McQueen thanking the  
75 Board for granting her the Gilman scholarship award.

76 **DISCUSSION ITEMS**

77 **Board Member Reports**

78 **Frank Weeks reported:**

79 The next Gilford School Board Meeting will be Monday, July 23 at 6 p.m. at the District Office.

80 Parents of Performing Students Meeting: Tuesday, August 6 at 6 p.m. in the band room.

81 Freshmen Jump Start Day: Wednesday, August 22 from 8 a.m. until 3 p.m.

82 High School New Parent Orientation: Monday, August 27 at 6:30 p.m.

83 Gilford High School Opening Day: Wednesday, August 29.

84 Informal extra-curricular Survey:

85           Athletics: Out of 189 Fall/Winter sports participants, 30 are Gilmanton students (15.9%).

86           Drama: Out of 64 participants, 21 are Gilmanton students (32.8%).

87 **Principal's Report**

88 **Summer Mailings**-Report cards were mailed before July 1, along with our AYP Letter, a School  
89 Supply List, and invoices if families owed financial obligations. Another mailing will occur on  
90 August 1. That mailing will be specific teacher letters designed to welcome their students to the  
91 new school year. In addition, an email has been sent to families with the School Calendar for  
92 next year. We will continue to send as many email messages as possible to replace paper copies  
93 of information, although some families do opt to receive hard copies of all our notices.

94 **Classroom Numbers**-Our current classroom enrollments are as follows:

95 Kindergarten: three classes: 59

96 Grade One: three classes: 54

97 Grade Two: two classes: 37

98 Grade Three: two classes: 41

99 Grade Four: two classes: 36

100 Grade Five: two classes: 50

101 Grade Six: three classes: 44

102 Grade Seven: two classes: 46

103 Grade Eight: two classes: 40

104 Total School Enrollment: 407

105 We do have two students who have enrolled thus far this summer. One is a Freshman and the  
106 other is a second grader.

107 Please note that our enrolment totaled 389 in July, 2011.

108 As a school, we are no longer a school in need of improvement in math, but as a district, we have  
109 one more year of making AYP before we are no longer considered a district in need of  
110 improvement.

111 August 1 is the deadline for finalizing class lists. Families are not notified of their children's  
112 teachers prior to that date because it reduces the administration's flexibility in moving students if  
113 needed.

114 Frank asked if we had many Kindergarten students who were retained. Principal Locke stated  
115 that eight were retained, which is reflected in the Kindergarten enrollment of 59 students.

116 Principal Locke clarified that the purpose of summer school is to maintain skills. Some students  
117 are identified as requiring Special Education Services, while others just need skill maintenance.  
118 The program is funded by the REEF Grant.

119 Mike Hatch asked the capacity of the school. Superintendent Fauci stated it holds around 400  
120 students.

## 121 **Superintendent's Report**

122 Superintendent Fauci stated that he has spent the last few weeks interviewing candidates for  
123 various positions in the school and community. He was asked by the selectmen to be part of the  
124 search committee for the new police chief. Other members of the interview team included Sheriff  
125 Wiggins, the Tilton police chief, the acting chief, the business administrator from  
126 Moultonborough, and Superintendent Fauci. Applications were narrowed down, five candidates  
127 were interviewed, and three were brought forward to the selectmen. Superintendent Fauci noted  
128 his appreciation that the selectmen reached out to the school to participate in the interview  
129 process.

130 Update on building: The custodial staff is ahead of schedule with floors. The Gym floor is  
131 completed and off-limits until the lacquer hardens. The septic system was pumped and four  
132 floats were replaced as well as one pump. The storage room and art room were retiled as well as  
133 where needed in some classrooms. The 7/8 wing door, classrooms, and handrails were repainted  
134 as well as Room 26. Significant electrical issues in Room 26 were corrected. Other electrical  
135 work includes the replacement of outlets which were on switches or fuses. The copier in the 3/5  
136 wing now is on its own circuit. The floors in rooms 26, 24, 22, 23, and the nurse's office were all  
137 waxed and/or the carpets were cleaned and the outbuildings have been cleaned. The acting police  
138 chief reviewed the school's crisis response plan and he was very complimentary. The school's  
139 flip chart and numbering of the windows are ahead of the curve. The Chief suggested installing  
140 blinds in the office, which was completed. In two weeks, he wants to return to perform a digital  
141 recording of the building so officers can have an idea of the layout of the building in the event of  
142 a crisis. Superintendent Fauci also pointed out to him that we have nine security cameras, the  
143 videos of which can be viewed live from a remote location as long as Wi-Fi is available.

144 Sound System-At the last Board meeting, the school's sound system was discussed and funds  
145 had been approved to upgrade it. Dave Sykie called Meadowbrook, whose representative  
146 completed a lengthy analysis and gave several recommendations. Some of the suggestions cost  
147 money, while others do not. For instance he suggested lowering speakers so sound does not  
148 continue reverberating before reaching the audience. He also recommended purchasing new  
149 speakers, changing speaker location, and providing training for the staff to learn how to control  
150 the sound systems. He stated that the wiring is sound and the wiring currently in the music room  
151 may be used to wire new speakers. However, the microphones are not very good. Costs are to be  
152 determined with the final analysis, but he feels that we can fix the system within the allotted  
153 budget.

154 Computerized Heat and Ventilation System - Superintendent Fauci anticipates it will be in place  
155 by end of the summer. It is currently being backed up so that information will not be lost.

156 Superintendent Fauci commended the custodial staff for their hard work thus far this summer.

157 **Management of SAU Office:** Superintendent Fauci and Business Administrator Donna  
158 Clairmont have similar cross-district obligations and they discussed how to maximize coverage  
159 at the SAU. For example, on Monday morning, Superintendent Fauci will be at the SAU, with  
160 Business Administrator Donna Clairmont in the office during the afternoon. The proposed  
161 schedule is, of course, contingent on Board approval. Superintendent Fauci stated he was not  
162 sure if the Board wants them to work half days or full days. Moving forward, Tuesdays,  
163 Superintendent Fauci and Business Administrator Donna Clairmont need to work together in the  
164 morning. On Tuesday afternoons, Director of Student Services Emily Reese will typically be in  
165 the office as well as on Thursday mornings and all day on Fridays. Wednesday's schedule will  
166 mirror Monday's schedule.

167 Frank Weeks asked who will be available if no one is in the office during a crisis. Superintendent  
168 Fauci stated that he is just a phone call away. SAU Secretary Rachel Hatch has access to  
169 Superintendent Fauci if needed and she can also call Principal Locke.

170 Cindy Houghton asked for the SAU hours in the event parents need to call. Principal Fauci stated  
171 that summer hours are 7a.m.-3p.m., and during the school year hours are 8a.m.-4p.m. Student  
172 Services Director Emily Reese stated there is always someone available, but not always an  
173 administrator.

174 Superintendent Fauci stated that Commissioner Meetings are on Fridays, which he feels are  
175 important to attend, and will continue to do so.

176 Board Chair Renee Kordas asked for the KIDS financial report- Business Administrator Donna  
177 Clairmont stated the program has a positive balance of \$1,341. Fiscal Agent Dexter Cilley has  
178 received confirmation of attendance from 31 families for the 2012-2013 school year, resulting in  
179 \$960 in registration fees. Based on commitments that have been made and anticipated fees, a  
180 budget has been developed so the program can at least break even.

181 Frank Weeks asked how much the registration fee is. Principal Locke stated the cost is \$8.25 for  
182 the afternoon sessions. Superintendent Fauci stated there are two people scheduled to work for  
183 1.5 hours each in the mornings and three individuals for three hours each in the afternoons.  
184 Program employees will be sent home as children leave for the day. The revenue source is

185 subject to change relative to the number of children enrolled and whether families pay. He stated  
 186 the budget is a moving target that needs to be monitored consistently. Several years ago, two  
 187 programs were run by the school. The Extended Year Program (EYP) ran into financial trouble  
 188 due to being generous to parents and allowing leeway with payments. Safeguards have been put  
 189 into place to help with this.

190 Cindy Houghton asked if 31 families mean 31 students. Principal Locke stated she believes the  
 191 program will have 52 students. Superintendent Fauci added that we do have drop-in situations.  
 192 Director of Student Services Emily Reese stated families still have to register even if they only  
 193 come every couple of weeks. The current number of families does not take into account the drop-  
 194 ins, just the children who will attend on a regular basis. Principal Locke stated that drop-ins are  
 195 charged a higher rate.

196 Superintendent Fauci reiterated the strong need for the program.

197 **The Proposed 2012-2013 Special Meeting Schedule**-Primaries will be held on September 11,  
 198 2012. The question was asked if it is viable to coordinate voting for the Primaries and the voting  
 199 for the teacher contract so the voters can come out on the same date. This was approved by legal  
 200 counsel, which also approved the voting schedule. Currently in the works, but not confirmed, is  
 201 to see if a forum of the budget committee can be held on July 18. The budget hearing would be  
 202 next Friday July 20, in order for the meeting schedule to work. Superintendent Fauci explained  
 203 that the budget hearing needs to happen in order to have the Special Meeting take place on  
 204 September 11 and to meet the requirements, The July 18 date has a little bit of flexibility.  
 205 However, the other dates are based on the 11<sup>th</sup>. The time for the deliberative session is up to the  
 206 Board. Board Chair Renee Kordas asked if there is a time frame for the deliberative session.  
 207 Business Administrator Donna Clairmont stated that the time frame is dependent on whoever  
 208 comes out for the meeting. The public needs to have time to speak to the warrant article(s) and  
 209 make any motions to amend. This meeting will be their opportunity to make any amendments  
 210 which will be presented to the voters. Principal Locke asked if the contract will be voided if the  
 211 article is amended. Business Administrator Donna Clairmont stated that typically, if voters make  
 212 a change to the appropriation, it would nullify and void the contract. This is because it is a  
 213 negotiated item. Business Administrator Donna Clairmont stated that if someone makes a  
 214 motion to change the budget, the amendment will be what is presented to voters. Legal counsel  
 215 will be available at the deliberative session to address any questions.

216 **PROPOSED 2012-2013 Special Meeting Schedule**

ACTION	DATE	RSA
Meeting with School Board Discuss Proposed Budget Schedule and Budget Parameters	June 12, 2012	
Last Date to Post Notice for Budget Hearing	July 20, 2012	RSA 40:13 II-a (a)
Meeting with Budget Committee	7:00 p.m., Town Hall July 18, 2012	
Last Date to hold at least one Budget Hearing	July 27, 2012	RSA 40:13 II-z (c)
Last Date to Post Warrant, Budget, and Default Budget	July 30, 2012	RSA 40:13 II-a (d) RSA 32:5 VII (b)

Deliberative Session	August 14, 2012	RSA 40:13 III
Second Session (voting by ballot)	September 11, 2012 (Tentative)	RSA 40:13 VII

217

218 Cindy Houghton asked if anyone spoke to the Budget Committee. Superintendent Fauci stated  
 219 they have not spoken to anyone yet because it was premature to have a discussion about new  
 220 dates before speaking to the Board. Ella Jo Regan stated she is committed to being in Halifax on  
 221 the new proposed voting dates. Renee stated the Board will vote on this proposed schedule.  
 222 Business Administrator Donna Clairmont stated that a question arose about the legality of  
 223 conducting a second session on the day of the Primary. Legal counsel stated it is within our legal  
 224 parameters to do that. Cindy Houghton observed that we are saving costs by consolidating voting  
 225 dates. Superintendent Fauci added that he guesses that will continue to happen in order to  
 226 continue cutting costs and providing voters a more convenient schedule. He believes the town is  
 227 aware of the possible change, and the budget committee has been involved in conversations.  
 228 Principal Locke clarified that the deliberative session is a time to educate about the articles and  
 229 amendments.

230 Ella Jo Regan asked why the dates were changed. Business Administrator Donna Clairmont  
 231 stated that the voting was backed from the 25<sup>th</sup> to the 11<sup>th</sup> because voters were already coming  
 232 out for the Primary Elections. Ella Jo Regan is concerned that she will be unable to attend given  
 233 the proposed schedule. Business Administrator Donna Clairmont stated that the dates on which  
 234 she will be absent are not as important as the deliberative session.

235 Bus contract: Business Administrator Donna Clairmont stated the bus contract has been in  
 236 negotiations for 6-7 months. The initial contract was for five years. However, given current  
 237 economic times, a five year contract is too long. She surveyed surrounding towns and found they  
 238 are engaging in three year extensions. She feels confident that they have a good proposal. The  
 239 increases will be as follows: In 2012-13, the increase will be 2.25%, 2013-14, 2.5%, and in 2014-  
 240 15, 2.75%. This falls within the current budget. Frank Weeks clarified that 2.25% is over the  
 241 current budget. Board Chair Renee Kordas stated that Special Education out of district bussing  
 242 cost is \$53,000. Student Services Director Emily Reese stated this is why we carefully coordinate  
 243 transportation so we can make best use of one bus. Superintendent Fauci stated that Student  
 244 Services Director Emily Reese has been very good about saving money by taking such actions as  
 245 cost sharing. Student Services Director Emily Reese stated that in the past we have been able to  
 246 make arrangements to pay parents to assist with transporting, but that has changed. Cindy  
 247 Houghton clarified that we don't put identified kids on taxis. Student Services Director Emily  
 248 Reese confirmed we do not use taxi services.

249 Nominations for KIDS Program Director: Donna Antonopoulos has worked in a daycare center  
 250 in Massachusetts. Superintendent Fauci feels she has great deal of experience in this type of  
 251 program and her references endorsed her wholeheartedly. Cindy Houghton asked where she is  
 252 commuting from. Superintendent Fauci clarified that she now lives in Gilford.

253 Nomination for the School Nurse position: Jennifer Murray interviewed well. She is extremely  
 254 educated and handled herself well. She has community health experience. Superintendent Fauci  
 255 stated she would be a good fit.

256 Nomination for Custodial position: James G. VenBuskirk has good references. Principal Locke  
257 met him on Monday. Has experience through CS Woods, but the branch closed and has started  
258 his own business. She stated he has dealt with the public and is very personable and bright. He  
259 will work the 3p.m.-11p.m.shift.

260 Nomination for 1:1 Paraprofessional: Patricia Hickey was at Head Start with a student for the  
261 last year and a half.

262 Part time Paraprofessional: Terry Morrison is well known as a school volunteer. She was  
263 previously on the sub list. She is very bright and was a science major. However, she is versatile  
264 and is willing to work in any subject area.

265 **Frank Weeks asked to note that in the June minutes on line #63 it was the first time in GHS**  
266 **system 2 students got the award.**

267 **2012-2013 Co-curricular nominations: Wee deliver, Yearbook, and Math Olympiads, still**  
268 **in need of advisors.**

269 **Board Chair Renee Kordas**

270 **PUBLIC COMMENT**

271 Mr. Gianni asked if the custodian position is a replacement position. It was confirmed that it is.  
272 Mr. Gianni brought up that in May, he stated that the public did not know much about the change  
273 in Superintendent Fauci's position. He stated that on his list, nothing was mentioned. Boarch  
274 Chair Renee Kordas thought it was two pages. He clarified that it was one page with two sides.  
275 Superintendent Fauci stated that initially, the directive from the Board was to make some cuts.  
276 Superintendent Fauci made initial cuts reflected on the sheet Mr.Gianni possesses. Subsequently  
277 additional cuts were made, reflected in a subsequent sheet. Michelle Heyman clarified that a  
278 document comparing the draft and the subsequent sheet would, in the future, be helpful. Student  
279 Services Director Emily Reese apologized for the confusion.

280 **ACTION ITEMS**

281 **On a motion made by Mike Hatch, seconded by Cindy Houghton, the Board unanimously**  
282 **agreed to accept 2012-13 meeting schedule as written.**

283 **Cindy Houghton asked if we have to appoint someone to be a rep to the budget committee.**  
284 **Ella Jo nominated Mike Hatch.**

285 **On a motion made by Ella Jo Regan, seconded by Frank Weeks, the Board unanimously**  
286 **agreed to approve the bus contract.**

287 **On a motion made Frank Weeks, seconded by Ella Jo Regan, the Board unanimously**  
288 **agreed to approve the nomination of Donna Antonopoulos as the KIDS program director.**

289 **On a motion made by Cindy Houghton, seconded by Frank Weeks, the Board unanimously**  
290 **approved the hiring of James G. VenBuskirk for custodian.**



291 **On a motion made by Ella Jo Regan, seconded by Frank Weeks, the Board unanimously**  
292 **approved the hiring of Jennifer Murray for school nurse.**

293 **On a motion made by Cindy Houghton, seconded by Frank Weeks, the Board unanimously**  
294 **approved the hiring of Patricia Hickey as a full time one-on-one Paraprofessional.**

295 **On a motion made by Ella Jo Regan, seconded by Mike Hatch, the Board unanimously**  
296 **voted to approve the hiring of Terry Morrison as a part-time Paraprofessional.**

297 **On a motion made by Ella Jo Regan, seconded by Frank Weeks, the Board unanimously**  
298 **agreed to accept the June minutes as amended.**

299 **On a motion made by Mike Hatch, seconded by Cindy Houghton, the Board unanimously**  
300 **voted to approve the hiring of all nominees for co-curricular positions.**

301 **On a motion made by Mike Hatch, seconded by Frank Weeks, the Board unanimously**  
302 **approved the September administration of the Youth Risk Behavior Survey for grades 7**  
303 **and 8.**

304 **Principal Locke asked if the Board should meet to discuss changes to the handbook after**  
305 **the deliberative session since it is the last Board meeting before the start of school. Board**  
306 **Chair Renee Kordas stated that there will be a brief meeting after the deliberative session.**

307 **ADJOURNMENT**

308 **On a motion made by Board Chair, seconded by Frank Weeks, members of the Board**  
309 **unanimously voted to adjourn the meeting at 7:36 p.m.**

310 **Respectfully submitted,**

311 **Renee Kordas, Acting Clerk**