

1 **GILMANTON SCHOOL BOARD REGULAR MEETING**

2 **TUESDAY, AUGUST 12, 2014**

3 **GILMANTON SCHOOL SCIENCE ROOM**

4 Board Members Present: Michael Hatch, Malcolm MacLeod, Adam Mini, and Frank Weeks.

5 Administrators Present: Principal Locke, Superintendent Fauci, Business Administrator Donna
6 Clairmont Director of Student Services Emily Reese

7 Others Present: none

8 **CALL TO ORDER:**

9 Board Chair Michael Hatch called the meeting to order at 6:02 PM.

10 **PLEDGE OF ALLEGIANCE**

11 The Pledge was performed.

12 **PROOF OF POSTING:**

13 Proof of posting was verified by Superintendent Fauci.

14 **APPROVAL OF AGENDA:**

15 Additions to the agenda:

16 Co-curricular nominees: Erin Parada and Katie McEntee as Student Leadership Advisors,
17 Nicole Lemire as Drama Coach, and Danielle Eisenmann as Soccer Coach.

18 New Hire: Tara Harris for Special Education Paraprofessional.

19 **CORRESPONDENCE**

20 A letter of resignation was submitted by Courtney Knowles.

21 A thank you letter was submitted by Abby Lines to the Board, for awarding her the Gilman
22 Award and for the support she received throughout her education.

23 **PUBLIC COMMENT**

24 Frank Weeks read a summary of the book “Driving Backwards”, which is dedicated to Dave
25 Bickford and outlines a 300 year history of Gilmanton. Frank Weeks is donating copies of the
26 book to the library and recommends the school also purchase copies to have in the school library.

27 **A.L.I.C.E. Power Point Presentation**

28 The A.L.I.C.E. (Alert, Lockdown, Inform, Counter, Evacuate) training attended by
29 Superintendent Fauci, Board Chair Michael Hatch, and Director of Student Services Emily
30 Reese, was developed by a former FBI agent and involved live crisis simulation scenarios. The

31 class was comprised of about 27 individuals including educators and members of law
32 enforcement. The developers collected data from 25 years of mass shootings and determined
33 how long it would take police to respond, for which the average is 5-6 minutes. However, in
34 large rural areas such as Gilmanton, the response time may take longer. Our goal is to buy time
35 during the interim. A typical school shooting lasts 3-4 minutes. Natural responses include fight,
36 flight (evacuate), or freeze (lockdown/secure in place). Various videos, and audio clips,
37 including real scenarios, were shown and discussed. Many police and school protocol have
38 changed as a result of tragedies such as those that occurred at Columbine, Virginia Tech, and
39 Sandy Hook. History shows that in school shootings, there is typically one shooter, or if there are
40 two they act as one. The shooter is commonly a current or former student, aged 13-24, and has
41 poor marksmanship. Also noteworthy is that 98 % of shooters take their lives when they know
42 police are on the way. Rather than teachers and students locking down to “Stay and Pray”,
43 A.L.I.C.E. protocol recommends evacuation if possible. The configuration of this school allows
44 for safe evacuation in many scenarios. In one training simulation, when advised to lockdown
45 and wait, 27 participants were “killed” because they were passive rather than proactive. When
46 the scenario was repeated, but participants were encouraged to escape, only two “fatalities”
47 occurred.

48 A.L.I.C.E. is not a linear acronym and the sequence varies depending on the scenario.
49 The acronym is elaborated here:

50 **Alert** –Information is the key to good decision making and information should flow in all
51 directions. It is important to provide as much initial intel. as possible to as many people as
52 possible. Director of Student Services Emily Reese noted that even having no information
53 doesn’t mean teachers and students should just “stay and pray”. Adam Mini suggested that
54 teachers practice these new strategies during professional development days. Superintendent
55 Fauci said that administration plans to train teachers and Director of Student Services Emily
56 Reese added that there are training strategies they plan on implementing.

57 **Lockdown**- This is a great starting point, and locked doors provide a time barrier, but
58 locks can and have been defeated.

59 **Barricade**: Use the most simple, yet effective barricades possible.

60 **Inform**: Use as much real-time information as possible, through all means possible to
61 make single or collective decisions as to the best option for survival. It is important to be flexible
62 because the situation will be dynamic and fluid. A safe place has been considered to allow for a
63 play-by-play and someone would be designated to watch cameras and make announcements
64 about the scenario. Board Chair Michael Hatch said the one thing we do very wrong right now is
65 that we are too passive.

66 **Counter**- This component is more appropriate for high school grades and above.
67 However, the idea is that it may be possible to interrupt the skill set needed to shoot accurately.
68 In other words if a gunman is in the room and is actively shooting, teachers and students
69 shouldn’t sit in a pile, but rather spread out to distract him. Superintendent Fauci said in their
70 room during the training, there were 8 people. They started distracting the “shooter” by moving
71 around, throwing things, etc... and only one person was shot, and it was non-fatal. This strategy
72 can be quite effective because even police miss 70-80% of shots in dynamic events and, as noted

73 before, typical shooters are not usually highly skilled marksmen. It is recommended to throw
74 anything that can be hand held, such as pencils, pens, staplers, etc...

75 **Evacuate:** Only 2% of violent intruder events have been committed by more than one
76 person. If he is inside, get outside. Reunification points will be established

77 **Other Survival Tactics/ Skills** beyond lockdown that should be provided include
78 barricading, cover and concealment, evade/escape, swarm, removing and securing the weapon,
79 and contact with law enforcement.

80 Frank Weeks asked if the trainers discussed student cell phone use during a crisis.
81 Superintendent Fauci said we have a radio that goes right to the PD, so cell phones are not
82 necessary. However, a caveat about our current system is that the more people who access it, the
83 more accessibility issues exist. If the camera system is accessed by multiple factions, some may
84 not be able to get access. If we are looking to make upgrades so the police and others can get
85 access during an emergency, the Board would need to consider the best way to proceed.

86 The next steps involve looking at training teachers in various scenarios. Superintendent Fauci
87 said that many states throughout the country implement A.L.I.C.E. The chief of police has
88 endorsed this, as has National Homeland Security, the U.S. Department of Education, as well as
89 many other agencies.

90 Adam Mini asked when it will be implemented with students. Superintendent Fauci said that
91 teachers must be trained first, and that the new protocol should be explained to students by the
92 teachers. After that, parents will be brought in to learn how we have enhanced our current
93 procedures.

94 Frank Weeks asked about what we would do during such times as transitions, recess, and lunch.
95 Superintendent Fauci explained that these scenarios will be discussed.

96 Adam Mini asked how teachers will perceive it, and if they will think it's a good idea.
97 Superintendent Fauci and Principal Locke agreed that teachers will likely appreciate the ability
98 to make a choice. Superintendent Fauci said that to know there is a better way and do nothing
99 with it, shame on us. With this new protocol, teachers are empowered, and if in a crisis, they will
100 resort to their training. Director of Student Services Emily Reese reiterated that teachers in all the
101 tragedies presented did what they were trained to do.

102 **DISCUSSION ITEMS:**

103 **Principal's Report:**

104 **Current Enrollment:** Our total school population continues to fluctuate this summer, so
105 it is again difficult to give an accurate numbers at this point in time. We have had ten new
106 students enroll in just the past two weeks.

107 **Upcoming Events:**

108 August 18, 5 PM- Back-to-School at Crystal Lake Park

109 August 25- Professional Staff return to school

110 August 26 – All Staff return to school
111 August 27- First Day of School
112 August 28 and 29 – 8th Grade goes to Hidden Valley overnight
113 August 29 – 7th Grade goes to Portsmouth for the Gundalow Sail and Strawberry
114 Banke
115 September 4, 6 PM – Jordan’s Ice Cream Night to celebrate summer reading
116 September 9 – School Pictures

117 **Fall Sports:** Middle School Soccer is starting next Monday, August 18, and Volleyball
118 will begin the following week on August 25.

119 **Superintendent’s Report:**

120 The building is in great shape. The asbestos abatement is complete and classrooms are ready to
121 receive kids. Wiring for technology is all done and copper wiring has all been pulled.
122 Superintendent Fauci stated he is excited to see how it is going to work and is hopeful that what
123 we have done will prevent drops in service. Adam Mini asked if Network Administrator Art
124 Reardon can do any load testing now rather than wait until students return. Superintendent Fauci
125 said that all the drops were tested, but he can ask him to do that as well. He has most recently
126 been hooking up the computers.

127 The oil tank is in and was inspected today. The inspector spoke highly of Lakes Region
128 Environmental and pending the approval today, we can put fuel in the tank. Frank Weeks asked
129 what happened to the old fuel. Superintendent Fauci explained that it was sold to Barnstead,
130 which saved us the fuel storage cost. One glitch in the schedule is that paving will not occur until
131 Monday, August 18th, and we cannot drive on it for another week, which takes us to August 25th.
132 The propane tank needs to go back where the paving will occur, and we also have storage
133 facilities that need to be moved back to that side of the building. Superintendent Fauci had a
134 meeting with Kent Hemingway to arrange leadership meetings for both districts and to discuss
135 the school year.

136 The Space Needs Committee asked for a timeline for recommendations. Superintendent Fauci
137 advised them that the Board would like something prior to budget time. When the committee
138 first formed, they viewed a power point to show the changing uses of the building. They were
139 informed we are keeping kids in district longer because we are making creative use of spaces,
140 but when we run out of space, we will have to send students out of district and Director of
141 Student Services Emily Reese provided a projection of out of district costs. Recently,
142 Superintendent Fauci presented a bricks and mortar plan. The committee asked for a price based
143 on current construction costs. They also asked for a price for a bricks and mortar cost to move
144 the office to the front of the building so the existing office space could be used for small groups.
145 He provided a number based on several current projects, which cost about \$230/sq. ft. and also
146 provided the cost of the modular. The next Space Needs Committee meeting is on August 25th
147 and the hope is that they will bring something to the Board to consider for budgeting purposes.

148 At the last School Board meeting, the Board approved the new software for the lunchroom.
149 Business Administrator Donna Clairmont has since done some follow-up research and found that
150 Meal Time, the program we currently use, has their own software component that allows
151 deposits into student accounts. They also provide training regarding the use of this new
152 component, which will be downloaded next week. Adam Mini asked about fees and differences
153 between Meal Time and the program discussed at the last meeting. Business Administrator
154 Donna Clairmont said that if a parent chooses to use a credit or debit card the cost is .049% of
155 whatever they put onto it and the minimum deposit is \$25. Parents can still send checks in at no
156 cost, and can examine their child's activity free of charge.

157 Today, Superintendent Fauci met with a local NH company that uses Docstar to offer an online
158 file archive. Director of Student Services Emily Reese explained that use of this program will
159 allow the elimination of our hard file copies for Special Education and to have legal original
160 documentation online. We are required to keep IEPs for seven years, so this program would
161 allow for greater efficiency than our current hard copy storage system, which currently takes up
162 tremendous amounts of space. Director of Student Services Emily Reese would create a template
163 of required information, and this program will recognize the different parts of documents as
164 dictated by the template. Ms. Reese noted that case managers and teachers would have certain
165 privileges and that the program allows for greater security and quick access to a paper trail.
166 Superintendent Fauci said it also standardizes how paperwork is filed. All information will be
167 stored in three places and the program would be fully grant funded. The program can be used for
168 things other than special education, but that is where it will start. Adam Mini asked who is
169 responsible for scanning and if we could look at budgeting for a temporary hire to scan archived
170 documents. Director of Student Services Emily Reese said she believes the school will be
171 responsible for the scanning, and we will slowly be scanning in archived files, likely during the
172 summers.

173 **K.I.D.S. Program Surplus**

174 The K.I.D.S program was set up as its own entity and was the intent of the Board that it
175 would be a self-sustaining program. These monies still remained upon the closing of the
176 program. Business Administrator Donna Clairmont said that we have an upcoming audit, and she
177 feels the auditors will be looking to dissolve the program, so she suggested depositing the funds
178 into the student activities account.

179 **Health Trust Participation Agreement**

180 Business Administrator Donna Clairmont said that Health Trust will make certain
181 notifications. The Board has to authorize the formal resolution and asked that the Board approve
182 us to participate with the Health Trust Local Government Center.

183 **SAU Office Lease**

184 This is an evergreen lease, which means that every year another year is added to it so we
185 never come to the end. The main change to the new lease is that year three was added so that it
186 will again become a three year lease. The building is for sale, and the lease goes with the sale.
187 For the lease to be broken, it would have to be negotiated, but a mutual agreement would have to

188 be made. Superintendent Fauci also pointed out that the oil price this year is \$3.69, rather than
 189 \$3.59. Otherwise, the leases are identical.

190 **Annual School Board Work Session**

191 The Board must hold a goal setting session. Superintendent Fauci stated that various
 192 formats have been held in the past, so he asked the preference of the Board. The Board agreed
 193 that the work session should be held on the night of the next scheduled School Board meeting,
 194 Tuesday, September 9. Superintendent Fauci said if there is anything we need action on, he will
 195 try to make it quick, as the main focus of the meeting will be the work session.

196 **2015-2016 Budget Development Schedule and Board Parameters**

197 In the Board packet is a proposed budget schedule (see below). The TBD dates are set by the
 198 budget committee. The proposed schedule will be shared with Budget Committee Chair Brian
 199 Forst so he can develop his schedule. Because dates are dictated by law, voting will be held on
 200 March 10, 2015. The Deliberative Session must be held between Feb.1 and 9th, and so will take
 201 place Saturday February 7, 2015. The administration is looking to the Board for guidance or
 202 parameters regarding developing the budget, considering whether the Board would like to focus
 203 on a percent, tax impact, or special projects, such as technology, HVAC, etc...

Action	Date	RSA
Meeting with School Board Discuss Proposed Budget Schedule and Budget Parameters	August 12, 2014	
Administration Meets to discuss proposed budget	September 3, 2014	
School Administration sends proposed budget to Business Administrator	September 30, 2014	
Administration meets to review and discuss proposed budget	October 7, 2014	
School Board-Administration presents proposed budget	October 14, 2014	
School Board budget work- session	November 12, 2014	
School Board-finalize proposed budget 2015-2016	December 9, 2014	
Last date to post notice for budget hearing	TBD	RSA 40:13 II-a (a) (2 nd Tuesday in January)
Last date for collective bargaining	TBD	RSA 40:13 II-a (b) (2 nd Tuesday in January)
Meeting with Budget Committee	TBD	
Last date to hold at least one budget hearing	TBD	RSA 40:13 II-z (c) 3 rd Tuesday in January
Super Saturday	TBD	
Last date to post warrant budget and default budget	January 26, 2015	RSA 40:13 II-a (d) RSA 32:5 VII (b) (last Monday in January)
Deliberative session	February 7, 2015	RSA 40:13 III
Second session (voting by ballot)	March 10, 2015 (tentative)	RSA 40:13 VII (2 nd Tuesday in March)

204

205 **Meeting Minutes of June 10, 2014**

206 Line 42 clarify that nomenclature was in regard to the school, which starts in line 48.

207 Move content beginning in line 42 under line 50 to clarify the stream of conversation.

208 Clarify that Principal Bolduc is the Elementary Principal in Gilford.

209 Indicate the names of those opposed to the motion noted in line 209- (opposed Malcolm, Bob,
210 and Frank)

211 **Meeting Minutes of July 8, 2014**

212 Clarify in line 100, that superintendent report is on page 2.

213 **PUBLIC COMMENT**

214 No Public Comment

215 **ACTION ITEMS**

216 **On a motion made by Frank Weeks, seconded by Adam Mini, the Board unanimously**
217 **voted to approve the resignation of Courtney Knowles with regrets.**

218 **On a motion made by Adam Mini, seconded by Frank Weeks, the Board unanimously**
219 **voted to endorse the usage of A.L.I.C.E. process in our emergency training.**

220 **On a motion made by Frank Weeks, seconded by Adam Mini, the Board unanimously**
221 **voted to accept the K.I.D.S. Program Surplus to be deposited into student activities**
222 **account.**

223 **On a motion made by Adam Mini, seconded by Frank Weeks, the Board unanimously**
224 **voted to authorize the resolution to participate in the HealthTrust as outlined in exhibit A.**

225 **On a motion made by Adam Mini, seconded by Frank Weeks, the Board unanimously**
226 **voted to accept the renewal of the SAU Office Lease date July 1, 2014.**

227 **On a motion made by Frank Weeks, seconded by Adam Mini, the Board unanimously**
228 **voted to accept the scheduled date for September 9 the Annual School Board Work**
229 **Session.**

230 **On a motion made by Frank Weeks, seconded by Adam Mini, the Board unanimously**
231 **voted to accept the 2014-2015 budget development schedule and Board Parameters.**

232 **Board Chair Michael Hatch asked if administration can get a list of what needs to**
233 **be considered for the next meeting so they can help set parameters and expectations.**
234 **Superintendent Fauci said that they will do that, adding that we are in desperate need of**
235 **math curriculum books. Principal Locke agreed that we have postponed textbook**
236 **acquisition for some time. We are piloting a program now and it is something that we**
237 **would push for academically. Board Chair Michael Hatch asked for a price list of where**
238 **things would fit. Business Administrator Donna Clairmont asked if this is something we**

239 should incorporate in the Board's work session. Principal Locke added that Network
240 Administrator Art Reardon also wants to continue updating the wireless and Adam Mini
241 suggested looking at the servers. Superintendent Fauci explained that the staff is very
242 passionate about what they do, so everyone is trying to improve target elements of the
243 school. He explained that we have capital reserve monies and we have rooms that will be
244 suspect for asbestos abatements. The school Board is the agents to expend, but the wording
245 of the capital reserve fund dictates there has to be an emergency in order to access the
246 monies. Superintendent Fauci stated that he would hate to see an emergency during the
247 school year because it could shut down the school. He suggested the Board can change the
248 wording so the Board would have access to the funds to spend on further abatements
249 instead of waiting for an emergency to occur. If the Board does choose to change the
250 wording, attorneys would assist.

251 The first draft of warrant articles will be provided by Business Administrator Donna
252 Clairmont. However, they won't necessarily indicate tax impact. She stated she will also
253 bring the Capital Improvement Plan to help the Board see which projects still need to be
254 completed. Frank Weeks asked when Superintendent Fauci would like to see asbestos
255 abatement occur. Superintendent Fauci said he would like to see it done sooner rather than
256 later. The next possible time would be next summer, adding that the more disjointed the
257 abatement is, the more expensive it is because the more the project is spread out to make it
258 smaller, the more expensive it is. Therefore, it may make sense to finish a wing. Business
259 Administrator Donna Clairmont said that in an ideal world, we would also take advantage
260 of building monies.

261 Frank Weeks withdrew his motion.

262 On a motion made by Adam Mini, seconded by Frank Weeks, the Board unanimously
263 voted to approve the 2015-2016 development schedule as presented.

264 On a motion made by Adam Mini, seconded by Frank Weeks, the Board unanimously
265 voted to approve the June 10, 2014 Meeting Minutes as amended.

266 On a motion made by Frank Weeks, seconded by Adam Mini, the Board unanimously
267 voted to approve the July 8, 2014 Meeting Minutes as written.

268 On a motion made by Adam Mini, the Board unanimously voted to approve Erin Parda
269 and Katie McEntee as Student Leadership Advisors.

270 On a motion made by Frank Weeks, seconded by Adam Mini, the Board unanimously
271 voted to approve Nicole Lemire as Drama Coach.

272 On a motion made by Adam Mini, seconded by Frank Weeks, the Board unanimously
273 voted to approve Tara Harris as Special Education Paraprofessional.

274 On a motion made by Adam Mini, seconded by Frank Weeks, the Board unanimously
275 voted to approve Danielle Eisenmann as the Girls' Soccer Coach.

276 NON-PUBLIC SESSION-RSA 91-A :3 II (c)

277 **On a motion made by Adam Mini, seconded by Frank Weeks, the board, by roll call vote,**
278 **went in to non-public session at 8 :15 p.m.**

279 **On a motion made by Frank Weeks, seconded by Adam Mini, the Board came out of non-**
280 **public session at 8 :40 p.m.**

281 **ADJOURNMENT**

282 **It was the consensus of the board to adjourn the meeting at 8 :41 p.m.**

283 **Respectfully submitted,**

284 **Robert Carpenter,**

285 **School Board Clerk**

DRAFT