

1 **GILMANTON SCHOOL BOARD REGULAR MEETING**

2 **TUESDAY, AUGUST 13, 2013**

3 **GILMANTON SCHOOL SCIENCE ROOM**

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

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

8 Others Present: Frank Weeks, Dave Sykie, Frank Gianni, Christine Johnson

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 **AGENDA**

14 Superintendent Fauci asked to amend the agenda to add the replacement of Ruthann Chase with
15 candidate Jackie Heath as a middle school Para-educator.

16 Superintendent Fauci also asked to include the nomination of Christine Johnson as the Math
17 Olympiad Coach.

18 **CORRESPONDENCE**

19 In a follow up to last month's meeting, Superintendent Fauci called the Department of
20 Environmental Services to get clarification about the state of the oil tank so the Board can have
21 more information in making action decisions. He asked to speak with Matthew Jones, but he was
22 not available. Instead he spoke with Suzanne Connelly who subsequently sent an e-mail
23 summarizing their conversation, including her recommendations given her experience as an
24 Underground Storage Tank (UST) Operator Training Specialist. Superintendent Fauci read the
25 e-mail aloud at this meeting. Please see the transcribed e-mail below:

26 Good morning John,

27 As I promised on the phone earlier, this e-mail is to help demonstrate the benefits of
28 replacing an Underground Storage Tank (UST) system as opposed to addressing only the pipes.
29 We had discussed more specifically, the Gilmanton Elementary School (Site # 199112011,
30 Facility # 0113231) has a double-walled, steel heating oil tank with copper pipes without leak
31 monitoring. The main concern is to address the UST system for a requirement which has been in
32 our UST rules since the '80s (Env-Wm 1401.18) "With the exception of vent piping, and part of
33 an existing single wall underground storage tank system that routinely contains regulated

34 substance without secondary containment and leak monitoring shall be permanently closed by
35 December 22, 2015.”

36 To address the minimum requirements, it seems that the school board would need to
37 replace the pipes, ensure the system is liquid tight, compatible, and includes continuous leak
38 monitoring. What’s important to note is that after completing such a project, the school would be
39 taking a risk in operating a facility with a 22+ year old steel tank with new pipes. At that age, it’s
40 unknown how long a tank could last. In my experience, I’ve seen tanks fail at 6 years and others
41 at 30. What they wouldn’t want is to wait until the tank fails to address it. That is extremely
42 expensive to clean.

43 As advocates of preventing a release to the environment, I recommend to upgrade the
44 whole system together. The reasons that support such a decision are to save money and efforts in
45 the future. The school board would save money by not having to complete and maintain
46 Corrosion Protection. This means no repairs for anodes as they are needed and no tests necessary
47 to demonstrate the tank has not corroded. Steel tanks are no longer installed at new installations.
48 If in the event the Board decides to upgrade just the piping, they risk having to break ground
49 again if the tank fails shortly thereafter. Costs of this would then include remediation of a
50 contaminated site and the new installation (e.g. proposal plans, materials). The possibility of
51 having to do the pipes over again would depend on the situation.

52 We here at DES are expecting the availability of contractors to get tight as 2015
53 approaches and possibly have to deal with increased prices as the demand increases to meet the
54 Dec. 22, 2015 deadline. Should you want to discuss other aspects of such an investment, I would
55 be glad to go into further detail. Please feel free to let me know.

56 Thank You,

57 Suzanne Connelly

58 UST Operator Training Specialist

59 NH Dept. of Environmental Services

60 29 Hazen Dr. PO Box 95

61 Concord, NH 03302-0095

62 Ph: 603-271-0673

63 Fx: 603-271-2181

64 www.des.nh.gov

65 A letter of resignation was received from Ruthann Chase. Superintendent Fauci stated she is an
66 over-qualified Para-educator who has been with us for several years. She is resigning due to the
67 reasons outlined in her letter of resignation. Superintendent Fauci noted that he presents this with
68 regret.

69 **DISCUSSION ITEMS:**

70 **Principal's Report**

71 **Current Enrollment-** Our school population is currently at 409 students, up from last month's
72 404. New student enrollment has been evenly distributed throughout the grades, but Grades 2
73 and 6 have the largest groups at fifty-one each.

74 **PTA Back-to-School Bash-** The PTA is once again sponsoring a back-to-school gathering at
75 Crystal Lake Park on Tuesday, August 20, from 5-7 PM. They will be offering hot dogs and
76 drinks, along with fun games and informational booths.

77 **Upcoming Workshop Days-** Professional staff is meeting on August 22 to review the individual
78 needs of their students for the upcoming year. On August 26, Heather Driscoll will work with
79 professional staff to continue the CORE work they started this past spring. All staff will be in
80 school the next day, August 27. We have a workshop that day entitled *Putting the Fish on the*
81 *Table* by Carl Weber from Primex. The focus of Mr. Weber's presentation is improving culture
82 and climate in a school building. In addition to this workshop, several meetings are scheduled.
83 For example, the Mentoring Committee will meet with new staff members, and grade-level
84 teams will meet to discuss small-group work for the fall.

85 **Open House-** Open House will be from 6-7 PM on Tuesday, August 27, the evening before
86 school begins. Many families have expressed appreciation for the timing of our Open House;
87 students feel less anxious about the first day of school when they can see their classrooms and
88 meet their teachers before they enter.

89 **Eighth Grade Class Trip-** Mrs. Stockwell and Mrs. Burlingame have planned the first field trip
90 of the year for August 29 and 30. The 8th grade will be traveling to Hidden Valley for two days
91 of physical activities and an evening of team-building games. They will also have their first class
92 meeting to prepare for the upcoming year.

93 **Jordan's Ice Cream Night-**The annual Jordan's Ice Cream Night is scheduled for Thursday,
94 September 5 at 6 PM. Students who have kept a reading log for the summer will receive a ticket
95 from the PTA to receive a free ice cream cone.

96 **September Early Release-** The first Early Release day for the school year is Wednesday,
97 September 11. Teachers will continue CORE work on that afternoon.

98 **Superintendent's Report**

99 Superintendent Fauci stated that he spent today at a Collective Bargaining Retreat. There will be
100 many new changes around the Affordable Care Act. He stated the retreat was very helpful in
101 framing what collective bargaining will look like. The retreat also addressed framing what
102 teacher evaluations will look like now that 20% of their evaluation will be tied to student
103 performance. He added that tomorrow we will find out what other districts will be doing
104 regarding evaluations.

105 Superintendent Fauci offered his compliments to the custodial staff on a job well done. They
106 have undertaken many tasks in addition to the routine cleaning. He noted the building looks
107 great.

108 Superintendent Fauci stated we have begun the transition with new IT person. He had one
109 transition day with Karen Boutwell before she left. He is very knowledgeable, is a quick learner
110 with the system, and has already made some improvements with the system. Superintendent
111 Fauci felt he has hit the ground running.

112 The Gilford-Gilmanton Extended Year program- Director of Student Services Emily Reese
113 wrote a grant which afforded the students the opportunity to spend two days in Boston.
114 Participating students calculated costs related to the trip, read subway maps, participated in job
115 exploration, and budgeted their money. Superintendent Fauci noted that it was a very successful
116 trip. Renee Kordas asked who attended. Director of Student Services Emily Reese said there
117 were identified students in grades 6 through age 21. She noted there was a student who joined the
118 trip at the last minute at the parents' request. She added they were a great help, and also noted
119 that the students learned to make pizza at Superintendent Fauci's pizza restaurant.

120 **Nomination of Courtney Knowles as Middle School Girls' Soccer Coach-** Director of Student
121 Services Emily Reese stated that Courtney was a substitute in the building last year and has been
122 hired as a tutor for this school year. She feels Courtney would be wonderful in the role. Malcolm
123 McLeod asked if she ever coached and if she would have an assistant. Director of Student
124 Services Emily Reese said she is not sure if she has coached or if she has an assistant. However,
125 Renee Kordas said Courtney's father coached GYO, has coached all three of his girls, and would
126 likely offer support.

127 **Proposed 2013-2014 Support Staff Manual**

128 Director of Student Services Emily Reese said the largest change to the manual is the
129 performance evaluation. The Para-educators asked that administration review and amend their
130 evaluation process. Both parties agreed on a new format with which everyone is pleased.

131 Malcom McLeod spoke to the new insurance requirements, addressing the 40 % excise tax. He
132 stated he is pleased that we can offer what we do to the employees. However, in the future we
133 may have to re-evaluate our offerings because we are close to our limit.

134 **SAU Office Lease**

135 The owner of the building has presented a lease offering the Board to extend the lease for
136 another three years. There is a type of evergreen clause built into the lease so that each July, the
137 Board has the opportunity to sign the lease, which renews it for another one year period, but
138 guarantees three years of leasing. Given that the building is currently for sale, Superintendent
139 Fauci consulted with legal counsel to determine if the lease is binding if/when the building is
140 sold. Attorney for the District, Barbara Loughman noted in an e-mail that the sale of the building
141 would not break the lease. The only way to break the lease would be if the new owners and the
142 Board mutually consent to do so.

143 **Fuel Tank**

144 Business Administrator Donna Clairmont stated that in follow up to the last meeting, given
145 where we are in getting State approval for our replacement plans, and it not seeming viable to do
146 the replacement this year, Administration felt it more reasonable to introduce a separate warrant
147 article in the 2014-2015 budget to use the monies in the Capital Reserve Fund. Renee Kordas

148 asked if the Board needs to vote on that. Business Administrator Donna Clairmont confirmed the
 149 Board does need to vote.

150 **Scheduling the Annual School Board Goal Setting Work Session**

151 Various approaches have been used over the years in how the Board conducts this work session.
 152 Superintendent Fauci asked when and how the Board wants to conduct the session this year.
 153 Malcolm McLeod said he would like to schedule the session for the September Regular Board
 154 Meeting. Renee Kordas agreed as did Robert Carpenter. Robert asked what the time frame is, to
 155 which Board Chair Michael Hatch said it typically takes the entire Board meeting (6-9:30).
 156 Superintendent Fauci said this is because they examine the School, District, and Board goals for
 157 next year, and evaluate if the goals for this year have been met. Superintendent Fauci added that
 158 when we review our goals, it keeps them at the forefront when moving forward.

159 **Proposed 2013-2014 Budget Session Schedule**

160 The Proposed 2013-2014 Budget Session Schedule is below:

ACTION	DATE	RSA
Meeting with School Board Discuss Proposed Budget Schedule and Budget Parameters	August 13, 2013	
Administration Meets to discuss proposed budget	August 20, 2013	
School Administration sends proposed budget to Business Administrator	September 20, 2013	
Administration Meets to review and discuss Proposed Budget	October 2, 2013	
School Board- Administration Presents Proposed Budget	TBD	
School Board Budget Work-session	November 6, 2013	
School Board-Finalize Proposed Budget 2014-2015	December 10, 2013	
Last Date to Post Notice for Budget Hearing	January 7, 2014	RSA 40:13 II-a (a) (2nd Tuesday in January)
Last Date for Collective Bargaining	January 14, 2014	RSA 40:13 II-a (b) (2nd Tuesday in January)
Meeting with Budget Committee	January 14, 2014	
Last Date to hold at least one Budget Hearing	January 21, 2014 (tentative)	RSA 40:13 II-z (c) (3 rd Tuesday in January)
Super Saturday	January 25, 2014 (tentative)	
Last Date to Post Warrant, Budget, and Default Budget	January 27, 2014	RSA 40:13 II-a (d) RSA 32:5 VII (b) (last Monday in January)
Deliberative Session	TBD	RSA 40:13 III
Second Session (voting by ballot)	March 11, 2014 (tentative)	RSA 40:13 VII (2 nd Tuesday in March)

161 Business Administrator Donna Clairmont stated the Board needs to finalize the Budget Session
 162 Schedule by January because of SB2 and reminded members that the deliberative session occurs
 163 in February. She asked the Board to provide parameters when bringing the budget forward, such
 164 as percents, tax impact, etc... She noted that this will not include the teachers' salaries. Renee

165 Kordas asked when the Board needs to get back to her. Business Administrator Donna Clairmont
166 said that administration is scheduled to meet next week and they need to get proposed budgets to
167 her by the September Board meeting. Superintendent Fauci asked to have some direction by the
168 next Board meeting so they can use that to frame the budget internally. Malcolm McLeod asked
169 to revisit the Capital Improvement Plan to make sure the numbers line up. Superintendent Fauci
170 said the Board did not attend the meeting of the Capital Improvement Committee due to
171 miscommunication and, as a result, there was a gap in the information. Malcolm McLeod asked
172 who is on the Capital Improvement Committee. Board Chair Michael Hatch said Phil Eisenman
173 was a member. Director of Student Services Emily Reese added that there was also a budget
174 committee member who participated on the Capital Improvement Committee. Business
175 Administrator Donna Clairmont added that when Stan Bean was on the Committee, he would
176 request a date by which to have our information. Renee Kordas asked if we could make a phone
177 call so we are not in the same predicament as last year. Superintendent Fauci said we can also
178 revisit our quotes and numbers and also find out when they are having their meeting to see if we
179 can be invited to attend.

180 Superintendent Fauci asked for nonpublic to discuss collective bargaining.

181 **2nd Final Reading of Policies**

182 Policy ADD/EBB-Safe Schools- Superintendent Fauci said we are in compliance with
183 that all over the place.

184 Policy BA-School Board Operational Goals

185 Policy BA-R1-Evaluation of School Board-

186 Policy BA-R2-Individual Board Member Self-Evaluation Worksheet

187 Policy EBC- Crisis Prevention and Response

188 Policy KFA- Public Conduct on School Property- Malcom McLeod questioned the use of
189 the word “insure” on #1. Renee Kordas said she thinks it is a legal term. Superintendent Fauci
190 said the word should be “ensure”, however Director of Student Services Emily Reese stated it
191 doesn’t work in that way either.

192 **July 9, 2013 Meeting Minutes**

193 Renee Kordas noted changes in the document and gave them to Erika Langlais to include when
194 amending the minutes.

195 Line 265-nominations for Art Reardon- should be Technology Integration, not Teach Integration.

196 Renee Kordas also asked to make sure to attach Mrs. Ball’s letter.

197 **Nomination of Jackie Heath as Para-educator**

198 Director of Student Services Emily Reese and Principal Locke interviewed Jackie Heath to
199 replace Ruthann Chase as a middle school Para-educator. Jackie worked at the Gilmanton School

200 as a library assistant in the past and has most recently worked at Barnstead and in Belmont.
201 Director of Student Services Emily Reese feels she is a great candidate for the position.

202 **Nomination of Christine Johnson as Math Olympiad Coach**

203 Superintendent Fauci stated that he recommended her highly. She has held this position before
204 she has done a great job.

205 **PUBLIC COMMENT**

206 Frank Weeks stated that the minutes from the last Board meeting were not tacked to the bulletin
207 board at the Post Office. He said it would be more visible if they were tacked rather than in the
208 sleeve. He then asked how Jump Start went this year. Director of Student Services Reese
209 clarified that the High School Jump Start Day is scheduled for next week. Finally, he asked what
210 Kindergarten enrollment currently is. Director of Student Services Reese stated she does not
211 have the exact number. However, she noted that Second grade and Sixth grade are the largest
212 classes right now.

213 **ACTION ITEMS:**

214 **On a motion made by Robert Carpenter, seconded by Renee Kordas, the Board**
215 **unanimously voted to accept resignation of Ruthann Chase.**

216 **On a motion made by Renee Kordas, seconded by Robert Carpenter, the Board**
217 **unanimously voted to hire Courtney Knowles as the Middle School Girls' Soccer Coach.**

218 **On a motion made by Robert Carpenter, seconded by Adam Mini, the Board unanimously**
219 **voted to approve 2013-2014 Support Staff Manual.**

220 Discussion: Renee Kordas asked if the only change is the evaluation. Director of Student
221 Services Reese said the dates were also updated.

222 **The Board chose to table the signing of the SAU lease until the next meeting. The Board**
223 **asked for re-wording of the renewal terms and agreement between the dollar amount**
224 **numbers and words. The discussion regarding this action item is summarized here.**

225 Discussion: Robert Carpenter stated the words don't match the dollar amount in the lease
226 and asked that they be changed to match. He clarified that if the Board renews the lease, it locks
227 us in for 3 years even if the building sells. If the Board opts to not sign the lease and does
228 nothing with it, we are locked in for 2 years even if the building sells. Superintendent Fauci
229 asked if he wants the lease to be brought back to correct the wording. Robert Carpenter
230 suggested correcting both issues before the Board signs the lease. Renee Kordas asked for
231 clarification for the wording about the termination of the lease. Robert Carpenter asked about the
232 automatic renewal rate, asking if both parties re-evaluate at the end of the three year term.
233 Superintendent Fauci confirmed they do. The evergreen clause ensures that we are always
234 guaranteed three years as long as the Board signs the lease each year. Business Administrator
235 Donna Clairmont explained that if at the end of three years, no one indicates they wanted to
236 terminate, each party has a chance to renegotiate the rent. Adam Mini noted that the wording is
237 confusing and Director of Student Services Reese suggested asking for clarification when we

238 request the number change. Renee Kordas stated that her understanding of the wording is if the
239 lease is renewed each July, we could get kicked out as long as thirty days notice is provided.
240 Adam Mini also asked for clarification about what happens in year 4. Superintendent Fauci will
241 seek correct numbers and correct verbiage regarding these concerns. Board Chair Michael Hatch
242 said this will be tabled until next meeting.

243 **On a motion made by Malcom McLeod, seconded by Renee Kordas, the Board**
244 **unanimously voted to set the goal setting work session for the next Board meeting on**
245 **September 10 at 6 PM.**

246 **On a motion made by Robert Carpenter, seconded by Malcolm McLeod, the Board**
247 **unanimously voted to approve 2013-2014 budget schedule.**

248 Renee Kordas asked if any of the dates conflict with the collective bargaining schedule,
249 but there are not any conflicts.

250 **On a motion made by Renee Kordas, seconded by Robert Carpenter, the Board**
251 **unanimously voted to approve second and final reading of policies with the exception of**
252 **policy KFA.**

253 **On a motion made by Renee Kordas, seconded by Malcolm McLeod, the Board**
254 **unanimously voted to approve July 9, 2013 minutes as amended.**

255 **On a motion made by Robert Carpenter, seconded by Adam Mini, the Board unanimously**
256 **voted to approve the hiring of Jackie Heath as para-educator.**

257 **On a motion made by Malcolm McLeod, seconded by Robert Carpenter, the Board**
258 **unanimously voted to approve the nomination of Christine Johnson as the Math Olympiad**
259 **Coach.**

260 **On a motion made by Malcolm McLeod, seconded by Adam Mini, the Board unanimously**
261 **voted to create a warrant article for the 2014-2015 budget to use the money in the Capital**
262 **Reserve Fund to replace the fuel tank.**

263 Discussion: Robert Carpenter asked to clarify that the pipes are necessary but the tank is
264 separate so he feels we should separate the two. Business Administrator Clairmont explained the
265 wording of the capital reserve states “fuel tank replacement” so that is all that money can be used
266 for. Robert Carpenter asked how we can give voters the choice. Business Administrator Donna
267 Clairmont explained we already know that to replace the tank and put in the proper piping, the
268 cost will exceed the amount we have been able to put into that account. There will need to be
269 additional monies and those would be earmarked in the General Fund. We would have the ability
270 to replace the pipes with this money. The warrant articles are very specific and the voters will
271 have the final vote to allow us to use that money. Renee Kordas asked what happens if the
272 warrant article doesn’t pass. Business Administrator Donna Clairmont stated that in warrant
273 articles, no means no. Director of Student Services Emily Reese said the money is waiting in the
274 capital reserve but we need approval to expend the funds. Superintendent Fauci said that the vote
275 will be a yes or no on the tank. However, the piping will be built into the maintenance budget.
276 The bottom line is what the constituents vote on, but we have say about where the money is
277 spent. Renee Kordas asked where the money is for the engineer and how much it was. Business

278 Administrator Donna Clairmont explained that it was for approximately \$17,000, and it has
279 already been expended. Renee Kordas reiterated to clarify that we are ensuring the warrant
280 article is spent as intended and we are building consensus to decide the spending of the funds for
281 the pipes. Robert Carpenter asked if we have a general idea about the cost of the pipes as a result
282 of the engineering work. Business Administrator Donna Clairmont said we have a general idea
283 based on the design, but we haven't gone through the bidding process. The engineer didn't give
284 us an itemized breakdown beyond the cost of the tank, which is approximately \$30,000.
285 Superintendent Fauci deferred to Dave Sykie, who said that we were given numbers two years
286 ago. He will get them to the Board, but noted that the amounts may be higher due to inflation.
287 Superintendent Fauci asked if they discussed fines. Dave Sykie didn't discuss fines for non-
288 compliance. However, Board Chair Michael Hatch said the fine for not complying by December
289 22, 2015 is \$2,000 per day. The tank is currently double walled and the pipes are not, and we
290 also need the leakage monitoring system. Renee Kordas asked that before we present to the
291 Budget Committee, will the Board have time to revise and button everything up. Business
292 Administrator Donna Clairmont said the Board will come to consensus on the bottom line for the
293 budget and for the warrant articles before they are sent to the Budget committee.

294 **On a motion made by Adam Mini, seconded by Robert Carpenter, the Board unanimously**
295 **voted to adjourn the public session of the Board meeting at 7:04 PM.**

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

297 The Board entered in to non public session at 7:05 PM.

298 **On a motion made by Renee Kordas, seconded by Adam Mini, the Board came out of non-**
299 **public session at 7:45 p.m.**

300 It was noted that no action was taken in non-public session.

301 **ADJOURNMENT**

302 It was the consensus of the Board to adjourn the meeting at 7:46 p.m.

303 Respectfully,

304 Renee Kordas,

305 School Board Clerk