

**MINUTES OF MEETING
BARTLETT SCHOOL BOARD
Josiah Bartlett School Library
February 2, 2010**

1. Call to Order:

The Bartlett School Board met at 5:45 p.m. Present were: Vicki Harlow, Michael Murphy, Nancy Kelemen, Dan Perley, Dr. Carl Nelson and Joe Voci. There were twelve members of staff/public present.

Consider Approval of Revised Budget for 2010-11:

Dr. Nelson stated the budget has been revised in a downward fashion resulting in a total budget of \$7,659,247. **Motion made by Ms. Kelemen, second by Mr. Murphy, that the Board approve the revised budget to go forward to the public hearing at \$7,659,247. Motion carried by unanimous vote (4-0-0).**

Consider Approval of Revised Warrant Articles:

Dr. Nelson explained that Article #6, covering fire safety compliance issues, has been revised totaling \$32,833. **Motion made by Ms. Kelemen, second by Mr. Murphy, that the Board approve warrant article #6 as proposed to go forward to the public hearing. Motion carried by unanimous vote (4-0-0).**

2. Approve Minutes (1-5-10): Motion by Ms. Kelemen, second by Mr. Murphy, to approve the Minutes of the Jan. 5th meeting as circulated. Motion carried by unanimous vote.

3. Presentation of School Programs/FYI Items: None.

6. Instructional Issues:

A. Consider Second Reading and Adoption of Policy IKEA – Pupil Progression Plan – Motion made by Ms. Kelemen, second by Mr. Perley, to approve the Policy for Pupil Progression Plan at second reading. Ms. Harlow questioned (Pg. 7 regarding Report Cards), the requirement for two parent conferences per year for only grades 4 thru 6. Mr. Voci said they do have parent conferences all the time; however, he will add wording addressing her concern. **Motion carried by unanimous vote.**

B. Consider First Reading of Revised Policy GDB – Personnel Policies for Noncontracted Employees – Motion by Mr. Murphy, second by Ms. Kelemen, that the Board accept at first reading Personnel Policies for Noncontracted Employees. Motion carried by unanimous vote.

7. Consider Personnel Actions:

A. Accept Resignation of Krista Chadwick – Motion by Mr. Murphy, second by Mr. Perley, to accept with regret the resignation of Krista Chadwick as 1:1 Special Ed. Assistant. Motion carried by unanimous vote.

B. Accept Resignation of Lucie Swain as Softball Coach – Motion by Ms. Kelemen, second by Mr. Perley, to accept with regret the resignation of Lucie Swain as Softball Coach. Motion carried by unanimous vote. Note was made that Ms. Swain has given many years of fine service in that position and it is appreciated.

C. Approval of Revised Job Description for Maintenance Supervisor – Motion by Ms. Kelemen, second by Mr. Murphy, to approve the revised job description for Maintenance Supervisor. Ms. Harlow questioned what is different and was told there have been many changes, the previous job description was outdated. **Motion carried by unanimous vote.**

D. Approval of Pay Raise for William McCarthy – Motion by Mr. Perley, second by Ms. Kelemen, to approve a \$.25 per hour pay raise for William McCarthy effective 2/2/10. Note was made that Mr. McCarthy has received a number of hours of extra training. The Board expressed its thanks for his willingness to continue to stay current. **Motion carried by unanimous vote.**

8. Business Affairs:

C. Consider Surplus Items – [2 monitors, hand held radio, filmstrip viewing machine, faxphone] – Motion by Ms. Kelemen, second by Mr. Murphy, to declare the items listed as surplus. Upon question by Mr. Murphy of their disposition, he was told they would be recycled. **Motion carried by unanimous vote.**

9. Administrators' Reports:

A. Principal – Mr. Voci reported that Jimi Emery and the Technology Committee has been successful in obtaining a grant “To Transform Their School Into 21st Century Classrooms” in the amount of \$132,150. He noted also that two weeks ago a grant in the amount of \$10,000 had been received for technology for the music program. He said it is important to note the imbedded professional development – 13 people are taking a graduate course through this grant. He suggested that Ms. Harlow, as Board Chair, recognize and applaud Ms. Emery for the incredible job she has done, we are very fortunate to have her.

B. Superintendent – Dr. Nelson noted a copy of the Superintendent’s evaluation form has been provided to Board members which needs to be submitted to the

Chair by the end of the month, and subsequently provided to Ms. Gray, Chair of the SAU Board, for her review and summary.

The next SAU Board meeting is scheduled for Feb. 25th at 6:30 p.m. in Jackson.

PUBLIC HEARING ON 2010-11 PROPOSED BUDGET

At 6:00 p.m. the Chair opened the public hearing to receive input on the proposed budget. Mr. Perley presented the budget at \$7,659,247, noting this represents about a 1.54% increase. The budget summary was reviewed highlighting increases and decreases: Salaries - \$88,870; Health Insurance \$154,900 increase. He explained there had been discussion of moving to a higher level plan; however, because of the size of our school and the old contract language, it was found there was no saving in going to the higher level. He noted the Salaries and Benefits is based on the Evergreen Law based on last year's contract. He noted that after last year any contract that was passed, unless negotiated otherwise, would be at least that amount going forward.

Special Ed decreased by \$384,045. Dr. Nelson explained that is due to some students having moved out of the District who were tuition students, residential placement, etc.

Mr. Perley noted there was an increase in high school tuition of \$140,386. Dr. Nelson said this is due to the increase in number of students from 112 to 120; the projection is up to 140. There is an expectation for it to be increasing in the next couple of years.

Mr. Perley reported Bldg/Maint/Grounds has decreased \$4,612; total Other increased \$5,604; total overall summary of increases and decreases = \$106,634.

The Chair opened discussion to the floor. Mr. Villaume questioned number of staff this year. Mr. Voci said it is the same as previously. Mr. Villaume said he wished to know the percentage increase over what it was. Dr. Nelson said for year one there is a 1.66% increase, in year two (2011-12) it becomes .36% increase. He said primarily due to the Evergreen legislation, we are required to carry the \$88,000 in the budget.

Mr. Villaume questioned the amount of the negotiated COLA. Dr. Nelson said it was zero the first year, \$500 per cell in the second year. Starting salary is \$28,000 and each cell increases \$500. Lloyd Jones noted then the person at Step 10 would receive about \$2700. Dr. Nelson stated if they are off the salary schedule that is correct. He said there is no longer any bonus in this pay plan – it has been eliminated; the first year the salary schedule was frozen, the second year \$500 was added to each cell. Mr. Villaume questioned if they took all of the pay and progressed it through the steps, what that percentage would be. Dr. Nelson offered to provide that number prior to the annual meeting.

Mr. Jones questioned starting salary for a new teacher. Dr. Nelson said Step 1, with Bachelors degree is \$28,000, second year it goes to \$28,500. Mr. Jones questioned whether there has been any consideration for moving that up? Mr. Perley stated they are starting to address that in the negotiations. Dr. Nelson said there is an incentive to retain and hire new people - for the first five years of employment the District would pay \$1000 per year toward that person's student loans, capping at \$5,000.

Mr. Jones questioned whether there is a date by which personnel have to contact the Principal to let him know if they are returning. Dr. Nelson said they are sent a contract which has to be returned by the end of June; they are under obligation if not turned in before then. Mr. Voci explained JBES has a lot of very experienced people who have stayed. People come here, raise their families here and stay, and one of the reasons this school is as successful as it is, is because we have a real core faculty that have been teamed up for a very long time. Mr. Perley said once they get past one to 3 years the likelihood of them staying is great. Mr. Voci said those in the 6-12 year range are the leaders of tomorrow, we have some awesome people in this building and should have some sort of early retirement for those people who, when they want to leave, can leave with their head held high. Dr. Nelson pointed out this is a negotiated item and this forum is not the place for this discussion.

Mr. Jones applauded the Board's action in having Ms. Varrichione in the high school as family liaison, noting the drop out rate is down to 1.1%; however, Conway has elected not to include that position and questioned whether anyone else has. Ms. Harlow noted Tamworth has a part time person on a very limited basis.

Mr. Villaume noted under Special Ed there has always been a question of whether the State would support their share of the catastrophic aid and wished to know what their position is this year. Dr. Nelson said we have used the number 80% of what our catastrophic aid would be on the revenue side of our projections. Special Ed Director, Pam Stimson, said they are suggesting 85%, but are changing policy about what they are going to provide catastrophic aid for. Dr. Nelson said in the past we have budgeted a certain amount for catastrophic aid and the request exceeds that amount, but feel comfortable that it will come in at the 80%.

Mr. Jones said with the projected enrollment going up another 20 students at the high school, that is upward of \$270,000, and questioned whether the Board will take that into consideration when preparing the budget so it does not impact Mr. Voci's budget. Mr. Voci said that is a separate issue. Dr. Nelson said they have to balance it against the percentage of total number of kids that go to Kennett, and we do not know what that will be.

Mr. Villaume said he calculated the budget per student at \$14,700 and wished to know how that compares with the budgeted high school number for Kennett. Dr. Nelson advised Mr. Villaume would need to divide by 120, noting we are using a tuition rate for Jackson students at about \$15,500. Mr. Villaume said the question is what does Conway budget for its high school students? Dr. Nelson told him slightly higher than \$10,000. Everybody pays a lump sum from each of the Districts; it cannot be figured on a per pupil basis because there is equalized value that plays a big part of that - it is a contract matter.

Mr. Villaume said we pay a premium of some number of thousands of dollars, how is that distributed? Ms. Harlow questioned that that is germane to this hearing. Dr. Nelson explained it is a part of the operating costs used for the operation of the building – we have to use the formula as agreed upon in the contract. Mr. Villaume said we are sending a certain number of students and paying so much money to cover their high school education - it is 66% of capital costs and other things – he wished to know how they apply those funds. Dr. Nelson stated it is in accordance with the formula in the contract, the State has a completely different formula and it is not the same as the formula that Mr. Villaume has devised.

Warrant Articles: Dr. Nelson presented the Warrant Articles

Article 1 – Budget - \$7,659,247 – Recommended 4-0-0.

Article 2 – BEA Contract – represents the first year of the contract, no increase; second year a \$10,000 increase (a large percentage of which is Evergreen cost).

Article 3 – Technology Program - \$14,000 – Mr. Voci noted that Ms. Emery is a great grant writer, but also this community has supported the school’s technology program and the grants are looked upon very favorably because of this community’s willingness to sustain that support.

Article 4 - \$38,500 to replace the roof above the cafeteria and authorize withdrawal of \$38,500 from the Capital Reserve Fund (Maintenance). Dr. Nelson noted this roof has been in place since 1989.

Article 5 – Bus – to raise and appropriate \$94,500, and to authorize withdrawal of \$30,000 from the Capital Reserve Fund for buses, with the balance of \$64,500 to come from general taxation. Dr. Nelson stated there was \$89,000 in the fund, the additional \$34,000 they look to raise in general taxation. He noted the cost of buses is up about \$10,000 to about \$94,500, mostly due to emissions control equipment. He stated they will be leaving \$59,000 in the fund so that in two years we will have money for the next bus. Mr. Fabrizio questioned amount of this year’s contribution for the bus capital reserve fund in the proposed budget for next year. Dr. Nelson said they are not proposing any additional warrant article for that next year. Mr. Perley stated that is the same with the roof (Article 4).

Article 6 - \$32,833 for the purpose of addressing fire safety codes. Dr. Nelson explained there has been a change in a number of the codes, the State wants us to upgrade a number of different things such as mag locks on doors, exit signs in all classrooms, replacement of power strips, upgrading storage area to have an appropriate fire rating, replacement of 15 pull stations. Recommended 4-0-0.

Article 7 – Three-year contract with Harts Location – Dr. Nelson noted there will be a change in that to calculate the tuition the same way we do with Jackson so that there is an inflation factor built in.

Mr. Villaume noted there had previously been discussion about load factors on the school buses and the number of students and the size of the bus and wished to know what size we are buying. Mr. Voci told him it would be for 77 passengers, explaining the problem is when there are no sports going on and everyone is riding the bus we need that capacity, also if a bus breaks down we need double runs. Mr. Villaume said that is the first time he has heard a coherent explanation of why we have the larger buses - when a driver is out or a bus is down they get filled up; however, that is seldom, and we end up paying a premium for the larger capacity bus every day we run it. He questioned whether they had investigated this year the possibility of subcontracting that service out. Mr. Voci said we have talked about it at least three times and have always felt it was in our best interest to stay with our own buses. Dr. Nelson stated eventually if you were to buy a smaller bus that would become the spare bus and you would not have the capacity needed.

There being no further public comment the Chair closed the public hearing at 6:40 p.m.

The Board then allocated the various warrant articles to be addressed at the annual meeting as follows:

Article 1 - Mr. Clark
Article 2 - Mr. Perley
Article 3 - Mr. Clark
Article 4 - Ms. Kelemen
Article 5 - Mr. Murphy
Article 6 - Ms. Harlow
Article 7 - Ms. Harlow

4. Public Comments: None.

5. Old Business: None.

8. Business Affairs:

A. 2009-10 Budget Status Report – FYI – Report provided.

10. Board Member Issues – Board Discussion: None.

11. Public Comments: Bartlett Community Preschool Administrator, Amy Robertson, requested that the School Board reduce the rent paid by the preschool, noting they are in dire financial straights, looking at a \$7,000 deficit, and a reduction in the rent from the current \$367 per month to \$200 would save about \$2204 for the next fiscal year. They would have to fundraise \$3,000 as opposed to having to fundraise \$7,000. She noted also Title XX scholarship assistance has been frozen, so they are not getting any of that income this year. She stated they will also be asking the town for support.

It was reported that the current enrollment is 15, whereas in past years it has been 29, with a waiting list. Ms. Robertson said they have been polling parents and believe that parents are not paying due to the economy. They have had to layoff a staff member and currently have only one full time, one part-time (about 25 hours per week), and are advertising for one part-time for 10 hours per week.

Gerry Beck commented that Board members have stepped up to the plate to help fill in the gap; there was a major fundraiser at Storyland (Golden Goose Days) that they did not have this year. She stated they will continue the fundraising effort. Ms. Robertson said they have currently raised \$4,000.

Jennifer McCarthy said their Board as a whole has come together strongly to devise a plan, looking at strategy planning in the future. She noted Ms. Robertson has had to not only do her job as teacher, but has to deal with administrative duties as well. They are looking to decrease the rent for a limited amount of time. It was reported the charge to parents is \$32.00 per day; it was felt raising the rates at this point would not be beneficial. The children are ages 3 to 5.

It was noted that this reduction would effect next year's school budget by about \$2,000. Mr. Murphy pointed out the preschool children participate in many school functions, they have performed at assemblies, holiday concerts, and are very much integrated into the school activities.

Trisha Donnelly said as a Kindergarten teacher at JBES, it is a benefit to have the preschool program, to have them participate in things we all do.

Ms. Harlow advised this will be taken up in non public session due to the need to check out some potential legal issues.

- 12. Non Public Session – At 6:55 p.m. Motion was made by Mr. Murphy, seconded by Ms. Kelemen and carried by unanimous roll call vote, that the Board adjourn to non public session under RSA 91-A: 3, II.**

Nonpublic Session Minutes

A personnel issue was discussed.

A legal issue was discussed

A motion was made by Mr. Murphy, seconded by Ms. Kelemen, to return to Public Session and adjourn. The motion passed unanimously.

Respectfully submitted,

Gail T. Carrier, Recording Secretary