

MINUTES OF MEETING
JACKSON SCHOOL BOARD
Whitney Community Center
October 19, 2009

1. **Call to Order:** The Jackson School Board met at 6:00 p.m. Present were Jerry Dougherty, Keith Bradley, Andrew Kearns, Genn Anzaldi, Joe Kopitsky, Dr. Carl Nelson and Gayle Dembowski. There were six members of staff/public present.
2. **Approve Minutes (9-21-09): Motion was made by Mr. Bradley, seconded by Mr. Kearns, to approve the Minutes of the Sept. 21st meeting as circulated. Motion carried by unanimous vote.**
3. **Citizen Comments:** Trish Hanlon, a member of the Whitney Center Oversight Committee, stated she has been approached by a group wanting to use the Whitney Center on Saturdays. She suggested that either the School Board or the Oversight Committee take a look at the fee structure for use of the Center, noting that currently the policy says an employee has to be present at all times. Mr. Kearns advised that has been changed to: a person designated by the Oversight Committee or School. It was Ms. Hanlon's contention that it affects the school budget if it is an employee of the school. Mr. Dougherty said the issue was someone to open up and close.

Mr. Bordash was questioned as to availability of a key for someone to have access to the building; however, it was noted there is also the security alarm to consider. Mr. Bradley suggested possibly a custodian could be here at the end of the event to lock up. Ms. Hanlon questioned whether someone is needed on the premises at all times that the Center is being used, or someone could be designated who is not an employee. Mr. Kearns pointed out that is why there is a charge. Mr. Bradley suggested possibly that could be handled through Ms. Dembowski, for instance, having the custodian come in to clean on a Sat. rather than Friday.

Mr. Bordash suggested this needs some brainstorming as there are so many variables – sometimes the custodian has to clean prior to an event, then there is often a set up involved; depending on how long the activity lasts, the custodian is not going to hang around and clean up at ten o'clock at night. Mr. Dougherty suggested a meeting be scheduled with the Oversight Committee and with Messrs. Kearns and Bordash.

Mr. Kearns stated when the fee structure was put together, Saturdays were purposely left off – the fee schedule shows Mon. thru Fri. Ms. Dembowski stated there is a charge for weekends. Ms. Hanlon questioned whether the building could be co-used, for instance, if the children are in the art room Monday and someone wants to play bridge at the same time, could there be a hall monitor in the event children would be in and out of the bathrooms?

Mr. Kearns made note that the Oversight Committee agreed that there is no charge for non profit groups using the Center during the week, and questioned whether this might be a possibility on the weekends as well. Mr. Bradley said if we find we are losing money, we could revisit that and change the fees. Bob Thompson said he believes there was a policy dealing with the cost of scheduling a custodian if someone wanted to use the building when he is not scheduled to be there. Mr. Kearns noted that \$30 an hour probably does not quite cover cost, especially if you are looking at overtime. Ms. Hanlon commented it is a community center and these are members of the community who want to play bridge. Mr. Dougherty felt we need to establish that these are costs we are going to incur and why, and go from there. It was agreed Mr. Kearns will take this issue to the next Oversight Committee meeting.

4. Presentation of School Programs/FYI Items:

Teacher, Heather Woodward, along with students, Ariel Fogden and Frank Thompson, presented a slide show of the 6th Grade Ferry Beach trip (combined with Bartlett 6th Grade students), each student explaining what they learned there and what living conditions were like for the three day trip. Ms. Woodward stated there are also other activities planned with the Bartlett school, including ice skating and an immersion day.

5. Old Business:

Whitney Center Sandwich Board/Bulletin Board - Mr. Kearns noted there is \$500 in the budget for Whitney Center projects that has not been used yet. Mr. Dougherty said that was started so we would have a line item in the budget for programs. He said he is agreeable to however Ms. Dembowski or staff wish to spend it. Mr. Kearns said he brought it up because the Oversight Committee wanted to get a sandwich board and bulletin board placed outside. Ms. Anzaldi said she will rely on Ms. Dembowski and staff first for whatever the school feels is needed.

Parking Lot Easement Agreement - Mr. Kearns questioned whether Mr. Dougherty had met with people about the parking lot. He said he has not, but needs to sit down with Jay Henry and then discuss it with Mr. Wroblewski. Presently the question is how we will plow the school and the parking lot. Mr. Kearns stated we did pay the full bill. Mr. Bordash said he has met with Mr. Wroblewski and Shawn Landers, and Eastern Green was contracted for plowing the Whitney Center parking lot at the same time everything else is done. Mr. Bordash said if we take that from Jay Henry's plate and continue the relationship we have in the past (the school parking lot, the driveway and hot top play area), Mr. Henry might be more amenable to accept that ongoing relationship. Mr. Dougherty stated Mr. Henry had been considering contracting that out. Mr. Bordash said they will come and do the parking area before teachers arrive in the morning and, when necessary, use a loader so to give more space for the kids to

play. Mr. Kearns said they were asking us to pay for shoveling the parking area and spring clean up.

Mr. Bordash said he would like to have negotiation regarding the sidewalk section, noting along the length of the building there is no place to put the snow so might consider having them do that one section with the parking lot. Mr. Dougherty advised it is still in the process. Mr. Kearns wants it made clear when meeting what exactly the agreement is.

Playground – Mr. Bradley said his feeling is, with the lack of turn out of volunteers, it might be better to hire someone to come in and finish the playground. Mr. Bordash agreed because it appears the weekends are too structured to get volunteers here. However, Ms. Anzaldi made note that the weekend chosen was the local's busiest weekend of the year.

Mr. Bordash noted that some apparatus had to be cut off at ground level and they had to come up with a solution on how to safely reconstruct that – the layout involves a lot of postholes. Mr. Dougherty said Eric Chandler has equipment with a posthole attachment and can get a crew there within the next two weeks, getting everything in the ground in one weekend. Mr. Chandler told him it would probably cost less than \$1,000. Ms. Anzaldi stated the PTO had raised money specifically for the playground which amounts to about \$1,000. Mr. Kopitsky said he would go along with the suggestion of getting someone to do it. Mr. Bordash said he will need some more concrete, but has everything else. He said we still have an outstanding agreement with Jay Henry and will be asking him to bring in a large piece of equipment to move one of the pieces of equipment.

Mr. Bordash said the last part of the project is the woodchips – we have the purchase order and there is a 24-hour turn around time. It was felt that could be done with volunteers. Mr. Dougherty will have Mr. Chandler contact Mr. Bordash. Dr. Nelson said guidelines would be to keep it to around \$1,000 and we will need a contract and appropriate insurance. It was felt Mr. Bordash would need to be present while the work is being done.

6. Instructional Issues: None.

7. Consider Personnel Actions:

A. FYI – Appointment of Mary Ellen Antonioli as Long-term Substitute Teacher – Ms. Antonioli will be filling in for Ms. Woodward while she is out on child care leave, Dec. 11th to Feb. 12th.

B. FYI – Appointment of Margaret DiPace as Long-term Substitute Teacher – Ms. DiPace will be filling in for Kristen Groves while she out on child care leave from about Nov. 13th through the remainder of the school year

8. Business Affairs:

A. FYI – 2009-10 Budget Status Report – Dr. Nelson reported “we are in good shape.”

B. Surplus Items – 4 Desktop PCs, 7 Monitors, 1 firewall device no longer supported by Sonic Wall, and 1 HP Printer, which are no longer usable and have been declared either obsolete, non-repairable, or cost of repair outweighs cost of replacement. **Motion made by Mr. Bradley, second by Mr. Kearns, to declare the items surplus.** Ms. Dembowski stated some have been sitting the basement for many years. Mr. Dougherty said his only concern would be informational hard drives and he assumes that will be taken care of. Mr. Kearns acknowledged that these types of items get disposed of in a very specific way. **Motion carried by unanimous vote.**

9. Administrators’ Reports:

A. Superintendent – Dr. Nelson noted there will be an SAU Executive Board meeting on Nov. 2nd to go over the SAU budget; the regular SAU Board meeting is scheduled for Nov. 12th in Eaton and will deal with the budget.

B. Principal – See Item 4, Presentation of School Programs– Ferry Beach report.

10. Citizens Comments: Mr. Bordash reported the new boiler in the school building has been inspected and rejected because of two items – there are not separate emergency shutoffs outside the boiler room. The inspector wants separate shutoffs for each boiler. Mr. Bordash has been in contact with Apex Plumbing regarding this. Also there is a control issue dealing with air pumped from outside to the boiler room.

Mr. Bordash said there is an ongoing heat problem in the Whitney Center building which has to do with the radiant heat. He is checking with American Air and McGee for a solution, and the suggested solution is a new panel. They are in the process of checking to see if there is a recall on that specific boiler. They are still able to run the boiler for now.

Mr. Bordash said the third item of concern is the appearance of a very distinct septic odor in the Whitney Center. He has called Glen Builders who will come in to look at it on Tuesday. Dr. Nelson suggested also contacting Shawn Bergeron to let him know of these problems. Mr. Dougherty said he checked the kitchen and noted it takes the water a long time to drain; also he asked whether Mr. Bordash has checked the mezzanine for dead animals. Mr. Bordash said he has not seen any rodent activity, he feels the odor is coming from a stand alone trap under the sink. Ms. Anzaldi suggested also the grease trap be checked to see that it is working properly.

11. Board Member Issues – Board Discussion:

Motion was made by Ms. Anzaldi, seconded by Mr. Kearns, that the Board approve and authorize the Chair to sign the agreement with the Safe Routes to School Program. Motion carried by unanimous vote.

A. Set Date for Next Meeting – November 16, 2009 - 6:00 p.m.

B. Call for NHSBA Resolutions – None.

Mr. Dougherty commended Ms. Dembowski for her work in putting together the Board/Faculty Retreat recently, noting that it was very productive.

12. Signing of Manifest: All documents were duly signed.

13. Non Public Session: None.

14. Adjourn: Motion was made by Mr. Kopitsky, seconded by Ms. Anzaldi and carried by unanimous vote, that the meeting be adjourned at 6:50 p.m.

Respectfully submitted,

Gail T. Carrier
Recording Secretary