SALEM SCHOOL BOARD
SCHOOL ADMINISTRATIVE UNIT #57
SALEM, NEW HAMPSHIRE

Regular Meeting

October 27, 2015
7:00 p.m.
SHS TV Studio

MINUTES

Present:
Mr. Michael Carney, Jr., Chairman
Mrs. Pamela Berry, Vice Chairman
Mr. Peter Morgan, Secretary
Mrs. Patricia Corbett, Member
Mr. Bernard Campbell, Member

Also Present:
Dr. Michael Delahanty, Ed. D., Superintendent
Mrs. Maura Palmer, Assistant Superintendent
Mrs. Deborah Payne, Assistant Superintendent of
Business Operations
Diana Darnstaedt, Director of Finance

Mr. Carney called the meeting to order at 7:00 p.m. followed by the pledge of allegiance.

ADOPTION OF THE MINUTES

Approval of the minutes from the October 13, 2015 Regular Meeting
Mr. Morgan requested a change:
Page 4, line 12 change to “Motion carried 3-1-1”

Motion by Mr. Morgan, seconded by Mrs. Corbett to adopt the minutes with the change.

Motion carried 5-0

Approval of the minutes from the October 13, 2015 Non-Public Session
Motion by Mr. Morgan, seconded by Mr. Campbell to adopt the minutes as circulated.

Motion carried 5-0

Vendor and payroll manifests were passed for signature.
CONSENT AGENDA

Leave of Absence
Mallory Gendron, Kindergarten Teacher at North Salem, maternity leave April 21, 2016 through June 1, 2016
Leah Kish, Grade 8 Science Teacher, maternity leave March 18 through end of school year.

Motion by Mr. Campbell, seconded by Mrs. Berry to adopt the consent agenda as read by the Chairman.

Motion carried 5-0

RECOGNITION OF STUDENT/STAFF ACCOMPLISHMENT
Mr. Carney read about the volunteer efforts of Marcia Murphy and Andrea Desmarais who run the Technology is Power (TIPs) Program at Woodbury Middle School. Both individuals came forward to receive a plaque for their accomplishments.

Mr. Carney then read about Mr. Richard O'Shaughnessy, a longtime Salem resident who is very active in the community. He was recognized for his involvement with the Ready, Set, Go Program. Mr. O'Shaughnessy came forward to receive a plaque for his accomplishments.

Dr. Delahanty congratulated all three individuals who were recognized for their accomplishments and thanked them for their involvement.

OTHER BUSINESS ITEMS

Administrator Resignation
Dr. Delahanty stated that Mrs. Linda MacDonald has worked in the district for 27 years and though it will be difficult to say goodbye, she is ready to retire. He stated that she is taking a vast amount of knowledge with her and he cannot say enough about the contributions she has made over the years. Mrs. MacDonald has always been instrumental in finding ways to save the district money. Dr. Delahanty wished her well in her retirement and then did express that he has confidence in Mrs. Payne and Mrs. Darnstaedt.

Mrs. Berry stated that Mrs. MacDonald is also the go-to for business administrator for the State of New Hampshire, and that she is one of the most intelligent women she has ever met. Mrs. Berry wished her many well wishes in her retirement. Mr. Morgan stated that he was always impressed by the institutional knowledge Mrs. MacDonald has, and that he will miss her on a business and personal level. Mr. Campbell added that he has appreciated Mrs. MacDonald’s involvement in providing answers for the Budget Committee and stated that she is highly respected. Mr. Campbell said that he will miss her participation and wished her well. Mr. Carney stated that he has always had a great deal of respect for Mrs. MacDonald and that she has always been professional, polite, and courteous. He feels that she is owed a tremendous debt of gratitude.
Motion by Mr. Campbell seconded by Mrs. Berry to accept with deep regret the resignation by retirement of Linda MacDonald.

Motion carried 5-0

Mrs. MacDonald stated that this has not been an easy decision but that she is looking forward to focusing more on her family. However, she did say that she is only a phone call away should something come up where her help is needed. Mrs. MacDonald stated it has been a privilege to work with such a group of dedicated individuals, and she thanked them for their kind words.

**Banking Services Discussion**

Dr. Delahanty stated that due to new regulations, the district has to withdraw the operating and bond funds from Bank of America, and find a different bank to work with. Mrs. Payne helped by researching several banks and the services they provide. Dr. Delahanty stated that the administration would like to work with Enterprise Bank. Enterprise Bank is located on Main Street in Salem and he can’t say enough about what they can provide for the district.

Motion by Mrs. Berry, seconded by Mrs. Corbett to move the district banking to Enterprise Bank effective immediately.

Motion carried 5-0

**Teacher Resignation**

Dr. Delahanty stated up to ten retirements can be accepted annually and the deadline for the request was October 1. There are six at this time with the two additional submissions for a resignation due to retirement from Mr. Manter and Mr. Duchano. Even though the request came after the October 1, Dr. Delahanty recommended the board approve these resignations with the retirement benefit.

Motion by Mr. Morgan seconded by Mrs. Berry to waive the October 1, deadline for Mr. Manter and Mr. Duchano and approve their request for resignation.

Motion carried 5-0

**United Way Campaign**

Dr. Delahanty stated he wanted to acknowledge the school district employees for their part in supporting the United Way. He explained that the United Way supports students and community in many ways. He stated that this year employees have pledged $1,400 more than last year, and he thanked them for their generosity.

**Landscape Proposal Discussion**

Dr. Delahanty reviewed the changes made to the landscape proposal by Mr. Allen per the last meeting’s discussions. There were additional illustrations provided for the board members to view.
Mrs. Corbett stated she has every confidence in Mr. Allen and does like this landscape plan. However, she feels that having nice grass is something she would like to see explored because having nice grass is a big part of landscaping. She also noted that she thinks waiting until the spring would be a better idea than planting in the fall.

Mr. Campbell stated he would be interested in taking $15,000 for the third elementary school in the budget and maybe hold it back to see how the whole process works with the first schools. Mr. Morgan stated that he agrees the grass needs to be addressed but doing this landscaping work will make an improvement now. He agreed with Mr. Campbell’s thoughts about waiting on the other schools after this. Mrs. Berry stated planting in the fall is fine but there may be a better way to see the outcome of the plantings if it were done in the spring. She also stated that she feels this is a much bigger project than just these two schools. She stated after these two, plus the three sister schools, there will be landscaping needed at the high school after the renovation. She feels there is no reason to rush such a significant project and all options should be weighed.

Motion by Mrs. Corbett, seconded by Mrs. Berry to table this discussion.
Motion carried 3-2-0
Mr. Carney and Mr. Morgan opposed.

APPOINTMENT PRESENTATIONS BY MEMBERS OF THE PUBLIC – None

ADMINISTRATIVE MONTHLY REPORTS

Enrollment Report
Dr. Delahanty reviewed the enrollment report with the board members. Barron school lost three first graders, two third graders, one fourth grader and two fifth graders. The Fisk school added a student in first grade, lost two in second grade, and one in fifth grade. Lancaster school added a Kindergartner, two first graders, one second grader, one in third grader, and two in fifth grade. At North Salem there was an additional first grader, two second graders, and they lost one fourth grader. Soule School added two third graders and a fourth grader. Woodbury added one seventh grade and two eighth grade students. At Salem High School there is an additional sophomore, two juniors, and six fewer seniors. There are two fewer CTE students and two additional in Continuing Education.

Mr. Carney asked if we know where the students move on to. Dr. Delahanty stated parents let the district know and then there is usually a request for records from the other district where the student is going.

Operating Budget Financial Report
Dr. Delahanty stated there is $10,000 over expended as a result of one administrator retiring late in the summer. He stated no other lines are really at risk at this time. He stated the change in the telephone data line is a result of switching Comcast lines. There were no other significant changes to report at this time.
**Food Service Financial Report**

Dr. Delahanty stated it is still early in the year but the cash year to date is down from last year. He stated the lunch costs did change for this year. The elementary school lunch costs $2.00, the middle school is $2.15, and the high school cost is $2.50. Dr. Delahanty explained that the income from a la carte YTD is up from last year and that is because of the high school changes.

Mrs. Corbett asked how the opening of the high school cafeteria went. Dr. Delahanty stated the students were excited and the staff was looking forward to it. He said it will take time for students to get used to what’s available for food but overall the reviews were favorable. He explained that the menu will be more creative as time goes on now that the focus on opening the new kitchen is complete.

**Field Trip and Emergency Drill Reports (informational only)**

There was no discussion at this time.

**PRESENTATION OF POLICIES/REPORTS BY SUPERINTENDENT AND STAFF**

**SAT Presentation**

Dr. Delahanty introduced Tracy Collyer, Salem High School Principal, and Nicole Burke, Director of Guidance, to the board to discuss SAT testing.

Ms. Burke explained what the ACT test is and explained that it looks at skills and knowledge in the areas of English, reading, science, and math with the writing portion optional. The SAT test looks at reasoning skills so students are guided as to which test to take. The ACT scoring was also reviewed and it was noted that 67 students took the test.

The SAT is being redesigned for the spring of 2016 but the current one tests subject matter and problem solving skills in math, critical reading and writing. Ms. Burke stated student Peter Antonietti has qualified for the National Merit Scholar award and scored within the top 1% in the PSAT. Salem High also has three commended students who scored in the top 5%. The new SAT test will not deduct for wrong answers and the essay will be optional. An additional feature that is available is free test practice through Khan Academy which is an SAT preparation tool for students to use. Another change is that the writing prompt will be provided ahead of time as well.

**Smarter Balanced Assessment Discussion**

Mrs. Palmer stated the Smarter Balanced Assessment testing was done in grades three through eight and grade 11. The content of English Language Arts (ELA) and math is tested. Unlike the NECAP, there is no separate writing test. Rather, student writing is evaluated within the ELA and math sections. The Smarter Balanced testing ran from March until May 2015 and is an online test taken by students. Mrs. Palmer stated that the preliminary results have been received but the public release will be on November 12. She explained how there is subject level grading with the goal being a score level of three or four, and there are scores recorded in claims as well. Mrs. Palmer also went over some of the reports that are available for teachers to use and reviewed what the report that parents will receive after November 12 will consist of.
Facilities Renovation, Phase III Update
Dr. Delahanty stated the Davis Gym was used last week for a final volleyball game and the freshman reception, and wanted to acknowledge the work Harvey did to make it available. The sound panels have been installed and the final coat of floor finish will be applied this week. The kitchen was open on October 26 and he thanked the food service staff for a job well done on making sure the cafeteria and new kitchen would be open and available for students. The new four court gym’s foundation is almost completed, and the gym is actually a little ahead of schedule. Band and chorus rooms have been demolished and shortly the auditorium will be demolished as well. The binder coat of pavement will be applied in February and they are already starting to pull wiring for lights.

Mr. Campbell asked for a quick update on the phase II bond. Mrs. Payne stated there will be bond rating discussions on Thursday and is looking ahead to sale on November 17th, with the closing at the end of the month.

2016-2017 Budget Discussion
Dr. Delahanty thanked Mrs. Payne for providing answers to budget questions that were generated. He stated there is a work session scheduled for the November 10 meeting, and that the budget will be looked at more closely then. On November 17, the board will have to vote on the bottom line budget to propose to the Budget Committee. The board then began their discussion on the 2016-2017 budget reviewing the accounts and line items.

INFORMATION AND PROPOSALS FROM BOARD MEMBERS
Budget Committee meets tomorrow night and the town budget votes are in early November.

Future Meeting Dates
November 10, 2015; Regular Meeting
November 17, 2015; Planning Session
November 24, 2015; Regular Meeting
December 2, 2015; Presentation of Budget to MBC
December 3, 2015; Presentation of Budget (continued if necessary)

Adjournment
Motion by Mr. Campbell, seconded by Mrs. Berry to adjourn.
Motion carried 5-0

The board adjourned at 9:45 p.m.

Lani R. Leland
Recording Secretary, Salem School Board
October 27, 2015