Regular Meeting/Planning Session
June 16, 2015
7:30 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, Director of Finance
Mr. Jack Messenheimer, Director of Maintenance

Mr. Carney called the meeting to order at 7:30 p.m. followed by the pledge of allegiance.

ADOPTION OF THE MINUTES

Approval of the minutes from the May 19, 2015 Planning Session
Motion by Mrs. Berry, seconded by Mrs. Corbett to adopt the minutes as circulated.
Motion carried 5-0

Approval of the minutes from the June 6, 2015 Goal Setting Session
Motion by Mr. Campbell, seconded by Mrs. Berry to adopt the minutes as submitted.
Motion carried 5-0

Payroll and vendor manifests were passed for signature.

CONSENT AGENDA

Nominations
Lauren Beliveau, teacher at Fisk Elementary School
Laura Kelly, Speech Language Pathologist at Soule School

Co-curricular Nominations
Margret Gauthier, After School Homework Club Coordinator at SHS
Charyl O’Hare, After School Homework Club Coordinator at North Salem
Co-curricular Nominations continued:
Jennifer Hiort, Social Media Coordinator at North Salem
Kacia Daly, After School Homework Club Coordinator, Soule School
Charlene Petty-Michaud, Social Media Coordinator at Soule School
Nicole Ponti, Senior Co-Advisor
Brenda Flynn, Senior Co-Advisor
Rachel Austin, Junior Co-Advisor

Motion by Mr. Campbell, seconded by Mrs. Corbett to adopt the consent agenda as read.
Motion carried 5-0

MONTHLY PRESENTATION ON STUDENT ACHIEVEMENT - None

OTHER BUSINESS ITEMS

Technology Responsible Use Policy - EHAA
Dr. Delahanty stated that this policy discusses the responsibilities of using technology and includes language about making individuals aware of a violation and how it should be reported. The language was reviewed.

Motion by Mr. Campbell seconded by Mrs. Berry to adopt Technology Responsible Use Policy - EHAA with a revision date of June 16, 2015.
Motion carried 5-0

2015-2016 Acceptance of Perkins Grant
Dr. Delahanty stated that the Perkins Grant is an entitlement grant and the district is told what we are approved to receive. He stated the Perkins Incentive Grant is offered and will be used for training CTE staff through the southern regional education board and totals $14,579.42.

The second part of the grant Dr. Delahanty discussed is the Perkins allocation for the 2015-2016 school year, which totals $171,092.12 for the purpose of enhancing the Career and Technology Education program at Salem High School.

Motion by Mr. Campbell, seconded by Mrs. Corbett to accept the Perkins Incentive grant in the amount of $14,579.42 and authorize its expenditure in accordance to the outline provided by the Superintendent.
Motion carried 5-0

Motion by Mr. Campbell, seconded by Mrs. Corbett to accept a Perkins grant allocation for the 2015-2016 school year in the amount of $171,092.12 and authorize its expenditure for the purposes outlined by the Superintendent in his memorandum.
Motion carried 5-0

2015-2016 Title I Grant Acceptance
Dr. Delahanty stated that this grant pays Title I staff which offers reading support services to students at the elementary schools and the amount is $470,190.08
Mr. Campbell asked if this is the total we spend on Title I or if some is supplemented. Dr. Delahanty stated that some services provided are separate from Title I, but the grant pays for reading assistants for students qualifying for services. Mr. Campbell asked for an update on Title I this fall and Dr. Delahanty stated he will add it to an agenda.

Mr. Carney asked if the realignment of the students impacts Title I. Dr. Delahanty answered that the qualifying standard changes and it is based on free and reduced lunch. The schools that qualify for services can change from year to year.

Motion by Mr. Campbell, seconded by Mrs. Corbett to accept the Title I allocation for the 2015-2016 school year in the amount of $470,190.08 and authorize its expenditure as recommended by the Superintendent.

Motion carried 5-0

CIP Bid Awards
Dr. Delahanty and Mr. Messenheimer reviewed the CIP bid awards with board members.

Repointing chimneys at Woodbury
Motion by Mrs. Berry seconded by Mrs. Corbett to accept the bid proposal from A.J. Wood Construction in the amount of $7500 to repoint the chimneys at Woodbury Middle School.

Motion carried 5-0

Installation of sound panels in cafeteria at Barron, Lancaster, and North Salem
Dr. Delahanty stated the walls of the cafeterias are masonry block and these panels help to reduce noise. He recommended the bid go to All-Bright Systems of Salem, NH in the amount of $23,790 which is the amount budgeted.

Mr. Carney asked how the bids are advertised. Mr. Messenheimer responded that a notice is put in the newspaper and that some internet vendors will put them out as well. He stated that he reached out to four different areas for bids and that sometimes only one bidder comes of it.

Motion by Mrs. Berry, seconded by Mrs. Corbett to accept the bid proposal from All-Bright Systems of Salem, NH in the amount of $23,790 for the sound reducing panels in the cafeterias at Barron, Lancaster and North Salem.

Motion carried 4-0-1

Mr. Campbell abstained.

Woodbury Library Carpet
The recommended bidder for this project is Messina’s Flooring and Carpet. Mr. Campbell asked what type of carpet is being installed. Mr. Messenheimer explained that it will be 2x2 foot squares so they can be easily replaced if necessary.

Motion by Mr. Campbell seconded by Mrs. Corbett to award the bid for replacement carpet at the Woodbury library to Messina’s Flooring and Carpet in the amount of $15,376.20

Motion carried 5-0
Carpet in SAU
Dr. Delahanty stated the SAU building was constructed in 1994 and the carpet is original to the building. Mr. Messenheimer stated this is for the carpeting inside the offices because the main carpet areas were replaced about three years ago. This will complete the updating of the carpet in that building.

Motion by Mrs. Berry seconded Mrs. Corbett to accept the bid from Messina’s Flooring and Carpet in the amount $5,337.80 for replacing the carpet in the SAU building offices.

Motion carried 5-0

Hi-Bay Lighting in Woodbury gym
Motion by Mr. Campbell, seconded by Mrs. Berry to award the bid for hi-bay lighting at Woodbury to Daniels Electric of Gilford, NH, in the amount of $5650.

Motion carried 5-0

Woodbury Heating System
Dr. Delahanty stated the board has discussed the heating system at Woodbury School and how to proceed with this large project. The board agreed to have engineering done first so this bid is for that purpose in the amount of $78,000 to CSI Engineering.

Mrs. Berry asked what the final cost for this project will be. Dr. Delahanty stated this is for the design work for all three phases of the project, and because it is very labor intensive, it could be costly.

Motion by Mr. Campbell, seconded by Mr. Morgan to award the bid for design and engineering for heating systems replacement to CSI Engineering of Portsmouth, NH in the amount of $78,000.

Motion carried 5-0

2015-2016 Draft School Board Goals
In regards to the school board goals, Dr. Delahanty stated the public relations director position will require more discussion and he doesn’t see it as a full time position. As for offering only full day kindergarten by the 2018-19 school year, Dr. Delahanty stated the schools weren’t renovated for full day kindergarten so the board should keep that in mind with that specific goal.

Motion by Mrs. Berry, seconded by Mrs. Corbett to adopt the 2015-2016 goals as presented.

Motion carried 5-0

The goals will be posted on the district website.

APPOINTMENT PRESENTATIONS BY MEMBERS OF THE PUBLIC – None

ADMINISTRATIVE MONTHLY REPORTS
Enrollment:
Dr. Delahanty stated there was no change at either Fisk or Haigh. Lancaster lost one student, Soule School had a net loss of one student, Woodbury added a 7th grader, and the high school lost a 10th grader. The out of district special education was reduced by one. Overall there was very little change.

Field Trip and Emergency Drill Report
There was no discussion at this time.

PRESENTATION OF POLICIES/REPORTS BY SUPERINTENDENT AND STAFF

SHS CTE Renovation, Phase III
Dr. Delahanty stated there has been very little change since the last report. He stated Harvey continues to work at back of school and the auditorium work will begin on Monday, June 22, with the abatement and then demolition. Shortly after that the work on the Davis gym will begin. Dr. Delahanty stated Harvey officials are concerned about having kitchen appliances ready for start of school year and are currently working on a timeline for that. He also noted that the auditorium chairs will be removed and located in the auto technology area for individuals to come and pick them up.

PLANNING SESSION

Unreserved Fund Balance
Dr. Delahanty reviewed the financial report noting there is a balance in the teacher salaries and assistants due to changes in teachers. He noted there are also balances in health insurance, NH retirement and worker’s compensation. The snow removal is overspent by $112,000 but there are grants available through FEMA that Mrs. Payne is working on. There is a balance of $140,000 in the transportation 519 account. The balance in the special education tuition to private and residential schools is due to retaining more students than were sent out. As for revenue, Dr. Delahanty stated things are on track and everything should be received on time as anticipated. The total estimated unreserved fund balance is $1,249,109 which leaves a balance of approximately $90,000. The Superintendent and the board then discussed how to handle establishing a contingency fund and putting money toward debt services.

Motion by Mr. Campbell seconded by Mrs. Berry to authorize the staff to withdraw from the phase II bond balance the sum of $307,729 to be transferred back to the general fund to be applied against debt service payments made during the 2014-2015 fiscal year; and that the board set aside a similar amount to be deposited to a contingency fund established by the district voters at the March 2015 district meeting.

Motion carried 5-0

Other
Dr. Delahanty stated that tomorrow is the last day of school and the high school will be dismissed at 10:45 a.m., the middle school at 11:00 a.m., and the elementary schools at noon.

Mr. Campbell also thanked the SHS seniors for good behavior during their graduation ceremony.
Adjournment

Motion by Mr. Campbell seconded by Mrs. Corbett to adjourn.

Motion carried 5-0

The board adjourned at 8:50 p.m.

Lani R. Leland
Recording Secretary, Salem School Board
June 22, 2015