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

Planning Session

September 19, 2017
7:00 p.m.
SHS TV Studio

MINUTES

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

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

Mr. Campbell called the meeting to order at 7:00 p.m.

Planning Session

I. Woodbury Concept Design

Dr. Delahanty introduced Gino Baroni, of Trident Project Advisors who has worked with us on
the elementary and Salem High School renovation projects. Dr. Delahanty stated that the first
step in the process is obtaining Statements of Qualifications (a broad overview) from architects,
and he asked Mr. Baroni to present a timeline. Mr. Baroni stated that from now until the end of
the year, the SOQ’s (Statements of Qualifications) would be sought and reviewed, a shortlist
determined by the end of November, with a firm expected to be chosen by March, 2018. By
spring or summer of 2018, a civil engineering firm would be engaged, with a conceptual design
and cost projections developed during the following year. Public meetings would follow in the
fall of 2019 into 2020. Mr. Campbell asked why the process is done in two steps with the SOQ
followed by the RFP (Request for Proposal, which is more detailed than SOQ). Mr. Baroni
responded that this allows for more choices, and more firms to participate. Mr. Baroni indicated
the initial GMP (guaranteed maximum price), will be determined before the vote anticipated for
2020.

Mr. Campbell asked if tonight’s meeting’s action item is to endorse the proposed schedule and
authorize the SOQ request to go out. Dr. Delahanty confirmed the Board may choose to do so
and stated that a Middle School Building Committee will be formed, and will include Mr.
Campbell to review the information Mr. Baroni provides regarding proposals from various firms. Dr. Delahanty indicated funds will be needed in the 18-19 budget for the costs of these processes and for presenting them to the public. Dr. Corbett asked if impact fees could be used toward these costs and Dr. Delahanty confirmed that they could.

Mr. Carney asked Mr. Baroni about the possible public perception of having all this work done up front, and asked if it forces taxpayers to proceed with the project. Mr. Baroni responded that this is a due diligence feasibility study. Mr. Carney stated that its purpose is to present a concept to which the public can say yes or no, and Mr. Baroni confirmed that. Dr. Delahanty reminded the Board that similar proposals and concepts, not engineering or architectural plans, were created for the elementary school projects; some of which were approved, some not, and some approved with modifications. He stated the process has worked well with the high school renovation.

Mr. Carney made a motion that the issuance of the SOQ for Woodbury School and projected timeline presented by Trident Project Advisory & Development Group be accepted, seconded by Dr. Corbett.

Motion carried 5-0

II. Kindergarten

Dr. Delahanty stated that a School Board goal is to implement full day kindergarten by the fall of 2019, and that he is looking for direction from the Board. Dr. Delahanty indicated a proposal is needed by the spring or summer of 2018 making it in time for inclusion in the budget. He stated the legislature’s decision to fund full-day kindergarten includes $1,100 per student for full day students. Parents currently pay $3,400 tuition per student, per year for full day kindergarten in Salem. Dr. Delahanty stated that, at some point, the Board will have to decide whether the $2,300 difference per student between the current tuition and the state’s eventual contribution of money, will be added onto the operating budget, or if some level of tuition will still be required.

Mr. Carney asked for clarification and Dr. Delahanty confirmed that currently for full day students, the state contributes $1,800, and parents pay $3,400 in tuition for a total of $5,200 for full-day, while the half-day program is free. Dr. Delahanty gave a brief overview of the history of the kindergarten program in Salem indicating it began in 2009 as half-day only in three elementary schools. In 2010, the full-day program, requiring tuition, was introduced. Now there are nine full-day and six half-day kindergarten classrooms spread among the elementary schools. Based on the current kindergarten population, three additional classrooms will be needed.

Mr. Carney asked if all of those classrooms will be full-time, and asked Dr. Delahanty to look into whether, by law, the offering of a half-day option is still required. Mr. Campbell questioned how such a half-day would be structured. Dr. Delahanty responded that specific classrooms would need to be designated as half-day. Mrs. Berry expressed her belief that most parents will take advantage of the full-day program once it is offered tuition free, as it is now in many other districts. Mr. Morgan questioned whether the half-day option is required by law. Dr. Delahanty will look into that, and report back to the Board.
Dr. Delahanty then explained that Keno revenue is slated to go into an education trust fund, and that each town, by statute, could have a question on the ballot as to whether Keno would be allowed in local establishments. He further stated that nothing in the statute indicates that only the towns where Keno is played will qualify for the $1,100 per pupil contribution. In summary, Dr. Delahanty stated a decision will have to be made in the fall of 2018 regarding the kindergarten program. There was further discussion as to where the kindergarten classrooms would be located, with moving SEED to Haigh and implementing a few kindergarten classrooms at Haigh, adding additional classrooms to some elementary schools, and adding portable units to several buildings as possibilities. Staffing for each full day class is currently one teacher and one assistant. Dr. Delahanty reminded the Board that the forthcoming results of the enrollment study will provide useful information in moving forward, and that the Woodbury renovation remains a priority, but that more information needs to be gathered. Mr. Campbell summarized that Haigh School made the most sense in the short term with a goal of no tuition for participating students. In conclusion, Dr. Delahanty stated that as a result of the meeting, he believed the Board provided direction.

**Future Meeting Dates**

1. Meeting Dates
   a. September 26, 2017; Regular Meeting
   b. October 10, 2017; Regular Meeting
   c. October 17, 2017; Planning Session
   d. October 24, 2017; Regular Meeting
   e. October 28, 2017; Budget Presentation Meeting

**Future Agenda Items**

**Adjournment**

Motion by Mrs. Berry, seconded by Dr. Corbett.

Motion carried 5-0

The board adjourned at 8:16 pm.

Betsy Palardy

Recording Secretary, Salem School Board

9/19/17