Regular Meeting  November 14, 2017  
7:00 p.m.  
SHS TV Studio

MINUTES

Present:  Mr. Bernard Campbell, Chairman  
Dr. Patricia Corbett, Vice Chairman  
Mr. Michael Carney, Jr., Secretary  
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

Absent:  Mrs. Pamela Berry, Member

Mr. Campbell called the meeting to order at 7:00 p.m. followed by the pledge of allegiance led by Barron School students.

MONTHLY PRESENTATION ON STUDENT ACHIEVEMENT

Mrs. Palmer welcomed parents, and staff from the Barron Elementary School and introduced Ms. Parrill who gave an overview of the Hadley Club. Hadley is a therapy dog trained by Mr. Jeff Payne along with her owner Celia McGlynn. As a child, Mrs. McGlynn attended a school who had a therapy dog, and she wanted to provide the same benefits to the students at Barron School. Ms. Parrill worked with staff to plan Hadley’s arrival and schedule of activities. Hadley goes to school three days a week and works with staff and students to provide comfort, direction, and smiles to both staff and students. During the presentation, Mrs. Moldoff, Mrs. McGlynn, Mrs. Teuber, and Ms. Somers described a typical day for Hadley; working with students who have difficulty focusing, have anxiety, or need a friend. Ms. Somers spoke of the process of getting Hadley ready to meet staff beginning with the paraprofessionals as well as the expected behavior when Hadley is around. Students can earn time with Hadley and she also has scheduled class time. Mrs. McGlynn shared how she uses Hadley during Writer’s Workshop to support a student who has difficulty during this time. Christina Reedy, a Barron School parent, shared the impact Hadley has had on her daughter Kelcie who is autistic and was withdrawn and occasionally aggressive. Kelcie is now a young girl who enjoys going to school and spending time with Hadley. Eighty-seven students are participating in the Hadley Club this year.
APPOINTMENT PRESENTATIONS BY MEMBERS OF THE PUBLIC - None

ADOPTION OF THE MINUTES

October 17, 2017; Planning Session
Motion by Mr. Carney to move the minutes with at least one change. Between lines 29 and 30 on page two, minutes should read motion carried 5-0 and then meeting adjourned at 7:57 p.m. Mr. Campbell suggested a change on page 2, line 11 in regards to Keno funding for kindergarten. The minutes state “Mr. Campbell is currently pursuing an update” and Mr. Campbell would like to strike the words “an update” and replace with “contact with Board of Selectman chairman.” Minutes accepted with changes, 4-0

October 24, 2017; Regular Meeting
Motion by Mr. Carney, seconded by Dr. Corbett to accept minutes as circulated. Motion carries 4-0

October 28, 2017; Budget Review
Motion by Mr. Carney, seconded by Dr. Corbett to accept minutes as circulated. Motion carries 4-0

November 1, 2017; Budget Review
Motion by Mr. Carney, seconded by Dr. Corbett to accept minutes as circulated. Motion carries 4-0

Vendor and payroll manifests were circulated for signature

CONSENT AGENDA

Extracurricular Nominations:
Daniel Keefe, Woodbury School Wrestling Coach
Michael Murray, Woodbury School Girls’ Class S Basketball Coach
Tim McCall, Woodbury School Boys’ Class S Basketball Coach

Leave of Absence:
Courtney Dempsey, Grade 5 teacher at Barron School from April 2, 2018 – June 4, 2018.

Motion by Dr. Corbett, seconded by Mr. Carney, to accept the Consent Agenda as read by the Chair. Motion carried 4-0

OTHER BUSINESS ITEMS

Appointment of Recording Secretary
Dr. Delahanty recommended Lucille Ramsey as the new Recording Secretary. Mrs. Ramsey has been Mrs. Palmer’s secretary since 2012 and the Soule School secretary prior to that.

Motion by Dr. Corbett, seconded by Mr. Morgan, to appoint Lucille Ramsey as School Board secretary. Motion carried 4-0
CTE Bid Award
Dr. Delahanty introduced Mr. Chris Dodge, Director of Career and Technical Education. Mr. Dodge recommended that the Board accept the bid for a laser cutter to be used in the fabrication lab. Mr. Dodge asked the Board to accept the bid for an Epilog Fusion 32 Laser Cutter at a cost of $32,536.00, from AET Labs of Essex, MA. Although this was the sole bid, this is a competitive price which was obtained through Massachusetts Higher Education Consortium (MHEC), a buying consortium that the District recently become a member of. Laser cutting technology allows students to cut materials such as plastic, wood, acrylics and light metals. This will be incorporated in the new fabrication lab and allow students to learn CNC programing. Funding for this equipment is allocated in the equipment budgeted for the CTE renovation project. Mr. Morgan asked if the software ran through the CADD system so there would be no need for additional software. Mr. Dodge confirmed this.

Motion by Dr. Corbett, seconded by Mr. Morgan to award the bid to AET Labs of Essex, MA in the amount of $32,536.00 to purchase Epilog Fusion 32 Laser Cutter, seconded by Mr. Morgan. Motion carried 4-0

2018-2019 Operating Budget Adoption
Dr. Delahanty recommended that the Board increase the 450 line, construction services, by $100,000 to accommodate additional study and schematic design work for proposed Woodbury School renovation project for consideration in the spring of 2020. Dr. Delahanty shared that there are some high school project concerns. First, the original intention was not to remove all the brick from A wing, but structural concerns surfaced. After a review by structural engineers and recommendation of a further invasive study, it was suggested that all of the windows and some of the exterior brick be removed. The cost is estimated at $1,063,000. This is an expensive undertaking and for the Board to have sufficient funding to meet obligations for this project, there are several recommendations. One will be discussed at the next meeting related to the use of contingency funds in the amount of $500,000 that the Board set aside beginning in 2015, allowable and permitted by voters. In addition, Dr. Delahanty suggested that the Board use funds in the construction services line, but also put in the operating budget an amount of money to meet costs which were originally intended to be met through the project.

Dr. Delahanty discussed with Mr. Dodge and Mrs. Payne the funds that are in the construction budget, primarily for furniture and equipment, which would be used to purchase equipment for the primary CTE Center (Phase 5 of C Wing). They believe that the sum of $550,000 would be suitable to include in the operating budget. Mrs. Payne provided documents that outlined the furniture and equipment that would be purchased otherwise within our project funds.

Dr. Delahanty’s recommendation is to add $550,000 to the 450 construction services line to the budget that the Board had tentatively approved. Mrs. Payne explained that the tax impact would be $13.47 and a change of 2.21%. Mrs. Payne and Mrs. Darnstaedt distributed updated materials.

Mr. Carney questioned if the 450 fund was the correct place for furniture and if impact fees could be used. Dr. Delahanty explained there are $580,000 in impact fees, $100,000 in impact
fees for 17-18 that has not been drawn, and additional fees to be collected. Dr. Delahanty supported increasing the revenue from use of impact fees. The Board discussed adding $550,000 to the 450 construction services line for Salem High School window replacement, and $200,000 to impact fees. Dr. Delahanty assured the Board that there would be no additional winter related expenses as the window replacement work would be done in the spring and summer and should not impact a summer finish of the project.

Mr. Campbell yielded the chair to Dr. Corbett, and Mr. Campbell made a motion that the Board move to the Budget Committee for the 2019-2020 fiscal year a general fund budget in the amount of $68,786,372 and a gross budget total of $72,026,281 with an estimated district assessment of $59,915,437 which includes an additional $200,000 withdrawn from impact fees over and above those previously suggested. The estimated impact would be $13.43 and 1.87%. Seconded by Mr. Carney.

Motion carried 4-0

Dr. Corbett returned the chair to Mr. Campbell.

PRESENTATIONS OF POLICIES/REPORTS BY SUPERINTENDENT AND STAFF

Smarter Balanced Assessment Results
Mrs. Palmer reviewed the results of the Smarter Balanced Assessment administered last spring for grades 3-8. Content areas tested by the Smarter Balanced Assessment are English Language Arts and Math and is taken by our students as an online test. There was approximately 3-4 hours of testing per content for each grade. The district received results on a district level, school level, and individual student level. Parents receive information at the subject and claim levels. Mrs. Palmer reviewed the two handouts which highlight the overall performance of our students. SBAC Cohort Chart 2016-2017 showed the past three years of data and Mrs. Palmer explained the changes in scores over the tested grade levels as well as trends. The second chart she shared showed the comparison data between Salem and the state of New Hampshire at each grade level in Spring 2017, and with only one exception (Grade 7 Math), every grade level in both subjects exceeded the overall percentage for the state. Mr. Campbell requested an example of the parent report to see the breakdown of the categories. Mrs. Palmer will provide. Mrs. Palmer reminded that Smarter Balanced is only one of several assessments in the district. iReady diagnostic test is administered three times a year as well as Benchmark assessment in Language Arts. Mrs. Palmer informed the Board that Smarter Balanced will no longer be administered and is being replaced by NH Assessment. Mrs. Palmer explained the differences and similarities of the two tests. There is no longer a science NECAP. The science test will become part of this NH Assessment testing group. Mr. Carney pointed out that Salem has a much higher participation rate than many of the other districts. Salem had a 99% participation rate. Mr. Campbell congratulated the staff for the hard work.

Facilities Renovation Phase III Update
Dr. Delahanty referred to the November 13 update and provided Board members with copies. He stated that during the construction meeting today Mr. Conte, Project Superintendent, was able to review this information. Building C is complete with the exception of a punch list of items remaining and the greenhouse work. Mr. Campbell inquired about the opening of Building C. Dr. Delahanty explained that this move was a much anticipated one and was a smooth transition. Dr. Delahanty acknowledged the staff and construction team for a job well done. Dr. Delahanty
explained the delay in the opening of A wing. The timeline for opening A wing is now February 26. The project is still targeted to be complete during the summer of 2018.

Per Mr. Carney’s request, Dr. Delahanty will confirm with the construction team that all aspects of B wing will be explored so there are no other unexpected issues. Mr. Campbell asked Dr. Delahanty to inquire as to the date of the Board’s ability to resume meetings in the TV Studio.

INFORMATION AND PROPOSALS FROM BOARD MEMBERS

Mr. Campbell informed the Board that the Budget Committee will be holding their public meeting and final votes on the Town Budget on Thursday, November 16. The District will be delivering the District budget to the Budget Committee by Friday, November 17. At least six of the members have indicated that they do not need a budget binder, and that they will accept an electronic copy of the budget.

Future Meeting Dates

1. Meeting Dates
   a. November 21, 2017; Planning Session Portable Unit 1
   b. November 28, 2017; Regular Meeting
   c. November 29, 2017; Presentation of Budget to MBC
   d. December 12, 2017; Regular Meeting
   e. December 13, 2017; Presentation of Budget to MBC
   f. December 14, 2017; Public Hearing & Final Vote - MBC
   g. December 19, 2017; Regular Meeting/Planning Session (Woodbury School)

2. Future Agenda Items
   a. Board Goal Progress Review/Update
   b. Maintaining Healthy School Environments
   c. High School RE: Structure Update
   d. Digital Citizenship
   e. Woodbury Tour – December 19, 2017, 6:00 p.m.
   f. Performing Arts Center Update

Adjournment

Motion by Dr. Corbett to adjourn, seconded by Mr. Morgan.

Motion carried 4-0.

The board adjourned at 9:05 p.m.

[Signature]
Lucille Ramsey
Recording Secretary, Salem School Board
November 14, 2017