SALEM SCHOOL BOARD
SCHOOL ADMINISTRATIVE UNIT #57
38 Gerometry Drive
SALEM, NEW HAMPSHIRE 03079

Regular Meeting

November 28, 2017
7:00 p.m.
Seifert Performing Arts Center

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. followed by the pledge of allegiance.

MONTHLY PRESENTATION ON STUDENT ACHIEVEMENT
Mr. Campbell recognized the first of two students for their cross country accomplishments. First, Mr. Campbell acknowledged Bethany Graham for her success in cross country which included a perfect regular season for the Woodbury girls’ team, a Tri-County League championship, and a solo NH Division 1 win, the first one in Woodbury history. Mr. Campbell then acknowledged Bradley St. Laurent. Bradley had a perfect record this year and has not lost a home race. He has a Tri-County League title and a solo NH Division 1 title, the first one in Woodbury history. Both were congratulated by the Board and given a certificate.

APPOINTMENT PRESENTATIONS BY MEMBERS OF THE PUBLIC - None

ADOPTION OF THE MINUTES
November 14, 2017 – Regular Meeting
Mr. Carney moved to adopt the minutes with two corrections, seconded by Dr. Corbett for discussion. On page 1, the minutes should reflect the location as the Seifert Performing Arts Center. Second, on page 2, line 7, insert Dr. Corbett seconded the motion.

Motion carries 4-0-1 with Mrs. Berry abstaining

Vendor and payroll manifests were circulated for signature and passed on to Mrs. Payne and Mrs. Darnstaedt
CONSENT AGENDA

Extracurricular Nominations — SEA Spring 2017-2018
Robert W. Larsen, SHS JV Baseball
Daniel J. Keleher, SHS V Baseball
Robert McLaughlin, SHS JV Lacrosse-Female
John Gatsas, SHS V Lacrosse-Female
Mark White, SHS V Lacrosse-Male
Rosario Beninati, SHS JV Softball
Curtis R. Killion, SHS Tennis-Female
Steven R. Burns, SHS Spring Track Assistant-Female
Craig R. Robinson, SHS Spring Track Assistant-Male and Female
Steve Abraham, SHS Spring Track Assistant-Male
Benjamin D. Adams, SHS V Spring Track-Female
Spencer Shaw, SHS V Spring Track-Male
Kevin Cole, SHS JV Volleyball-Male
John R. Roemer, SHS V Volleyball-Male
James S. Blazak, Woodbury Baseball
Megan Gibbons, Woodbury Softball
Paul F. Gelines, Woodbury Track Assistant
Hilary J. Reynolds, Woodbury Track Assistant
Patricia M. Burr Verge, Woodbury Track-Female
Mickey C. Natoli, Woodbury Track-Male

Extracurricular Nominations — Non-Bargaining Spring 2017-2018
Thomas R. Polte, SHS Tennis Assistant-Male and Female

Motion by Dr. Corbett, seconded by Mrs. Berry, to accept Consent Agenda as read by the Chair.

Motion carried 5-0

OTHER BUSINESS ITEMS

CTE Torchmate, CNC Plasma Table Bid Award
Dr. Delahanty asked that the Board accept the bid from Lincoln Electronic Company for a CTE
Torchmate CNC Plasma Table in the amount of $23,685.63. Dr. Delahanty stated that this was
the only bid received, and asked Mr. Chris Dodge to elaborate. Mr. Dodge explained that he
believes that the reason for this was that Lincoln Electronics’ aggressive education package
would not be something the typical welding vendor would be able to offer. Mr. Dodge described
this item and how it would be used.

Dr. Corbett made a motion, seconded by Mr. Carney, that the Board accept the bid from Lincoln
Electronic Company for a CTE Torchmate CNC Plasma Table at a cost of $23,685.63. Mrs.
Berry asked what classes would use this table and how it would be used, and Mr. Dodge
explained that it will be used in the new Fabrication Lab as part of the engineering program.

Motion carried 5-0
Laerdal Simulation Products Bid Award

Dr. Delahanty stated that there was a second bidder who had under bid substantially and then realized their error. They requested the opportunity to re-bid, but as the representative had been at the bid opening, he knew what the bid competitor price was; therefore, the request was not granted. They could have been held to their original bid, but the District did not feel this was the right thing to do. Dr. Delahanty is recommending that the Board award the bid to Pocket Nurse for Laerdal Simulation Products in the amount of $27,559.50. Mr. Dodge added that Pocket Nurse is a member of National IPA which is a buying consortium to which the District subscribes, and Pocket Nurse has provided supplies to the District in the past. These are two simulation mannequins with advanced medical care technology. Dr. Corbett asked if the school currently had any similar mannequins, and Mr. Dodge explained that they did not and that it has been a highly requested item.

Dr. Corbett made a motion, seconded by Mrs. Berry, that the Salem School Board award $27,559.50 for the purchase of Laerdal Simulation Products to Pocket Nurse.

Motion carried 5-0

Roland SG-540 Printer/Cutter Bid Award

Dr. Delahanty requested that the Board award the bid for a Roland Ink Jet Printer/Cutter to Tech Ed Concepts, Inc. of Concord, NH in the amount of $18,388.92. It will be used for a computer software media applications course, and was recommended by the advisory group. Tech Ed Concepts was the sole bidder but similar to Lincoln Electronics, they offer education based curriculum and support that a typical graphics arts vendor would not be able to provide. With this printer/cutter, we will be able to create large posters, banners, and stickers. Mr. Campbell asked Mr. Dodge what the expected consumable costs would be for a year. Mr. Dodge described the expected expenses and the funds allocated.

Dr. Corbett made a motion, seconded by Mr. Carney, that the Board award $18,388.92 to Tech Ed Concepts for the purchase of a Roland SG-540 Printer/Cutter.

Motion carried 5-0

Acceptance of Salem High School Donation

Dr. Delahanty informed the Board that Salem High School had received a $500 donation from Exxon Mobile for the sixth consecutive year. He then introduced Mrs. Tracy Collyer, principal of Salem High School. Mrs. Collyer explained that these monies have been used for science projects in the past, and requested that the Board accept the donation and approve the money to be used for the FIRST Robotics team. Mrs. Collyer also thanked Mr. Steven Thayer for his continued support of these donations. Mr. Campbell asked if the board had any questions and seeing none, asked for a recommendation.

Dr. Corbett made a motion, seconded by Mr. Morgan, that the Board accept the $500 donation from Exxon Mobile to help defray the costs associated with the FIRST Robotics team.

Motion carried 5-0
Administrative Monthly Reports

Enrollment Report
Dr. Delahanty reviewed the enrollment report included in the packet. He specifically reviewed some changes at N. Salem, Soule, Woodbury, and the high school. There are an additional six students in the SEED Program which include five Typical Peer students.

Operating Budget Financial Report
Dr. Delahanty explained to the Board that anticipated expenses have been encumbered, particularly in the salary and benefit accounts. He pointed out that the health insurance is over expended by a little over $300,000 which is a result of plans selected by staff. The retirement account is also over expended, but the money has been encumbered. Similarly the Workmen’s Comp account is over expended due to accidents the District has had over the last year. Dr. Delahanty reviewed a variety of accounts. Overall, Dr. Delahanty feels comfortable with the budget. Mr. Campbell asked if the deficit in the debt account was due to having to pay interest on the QSCB Bond and Mrs. Payne confirmed.

Food Service Financial Report
Dr. Delahanty explained that the income was down from this time last year, some of which is due to a decline in enrollment, but also due to less participation in the program. The income is not what the District was hoping for, but Dr. Delahanty explained that some of the costs have increased. Dr. Delahanty is confident that participation will rise as a result of the new Food Service Director and the new programs he is implementing.

Field Trip Report
Mr. Campbell referred to the Field Trip Requests that were in the packet.

Emergency Drill Report
Mrs. Palmer explained that there were several drills recorded as Lockdown Drills at Soule School which should have been listed as Return and Remain Drills as they were related to specific students.

Presentations of Policies/Reports by Superintendent and Staff

SAT Score Review
Mrs. Burke could not be in attendance, therefore, Mrs. Collyer reviewed last year’s SAT performance. Dr. Delahanty explained that because there were changes to the test over the last few years, it is difficult to compare them. Mrs. Collyer reviewed the test scores and the number of students who took the test for the last three years, and explained some of the changes to the SATs. Mr. Campbell asked if 800 was still considered a perfect score. Mrs. Collyer confirmed that and explained in more detail some of the scores the Board had been provided. Mr. Carney asked if the Board could have a presentation to explain all of the data points and how they are being used, and Dr. Delahanty supported that request. He also pointed out that the District has had a difficult time filling the Data Analyst position approved by the Board last spring, but the information for a presentation can be prepared prior to the hire, and Dr. Delahanty suggested presenting this information at the end of January.
Smarter Balanced Parent Assessment Reports
Mrs. Palmer reviewed, per the Board’s request, a Smarter Balanced parent report. Mrs. Palmer explained that parents received two reports, one for Language Arts and one for Math. The Board was given a copy of this report for a grade 4 Lancaster student. Mrs. Palmer reviewed the details of the report. There were no follow-up questions.

Revenue – Adequacy Aid
Dr. Delahanty distributed an updated summary of revenue for the 2018-2019 year. The District recently learned that we would be receiving less in adequacy aid than anticipated. Dr. Delahanty, Mrs. Payne, and Mrs. Darnstaedt spent time reviewing why the District would be receiving $4.354 million instead of the anticipated $4.76 million, and the result was the reduction in enrollment. He also explained the relationship between the State wide education tax bill and the Salem tax bill and the final result. Therefore, the impact of the budget has been increased from 1.87% to 2.57%. Dr. Delahanty asked that further discussion be addressed as an agenda item at the December 12 meeting. Mr. Campbell will share this information with the Budget Committee on November 29. Mr. Carney asked how accurate our adequacy budget has been over the years and Dr. Delahanty explained that the District has never over estimated adequacy.

Facilities Renovation Phase III Update
Dr. Delahanty provided an updated three week look ahead report as a result of a construction meeting. Dr. Delahanty reviewed the status of the greenhouse, Building C, and stated that these are on schedule. The first level of B wing is essentially shut down with the exception of one classroom which will be used for Pottery class. Work on A building is moving along and there was confirmation at today’s construction meeting that the brick and window work will not delay the interior work and opening is planned after February vacation. Per Mr. Campbell’s request, Dr. Delahanty did inquire as to when the TV Studio would be reopened and the plan at this time is for mid-March. Dr. Delahanty has updated the website narrative which explains the projects status.

INFORMATION AND PROPOSALS FROM BOARD MEMBERS

1. Meeting Dates
   a. November 29, 2017; Presentation of Budget to MBC
   b. December 12, 2017; Regular Meeting
   c. December 13, 2017; Presentation of Budget to MBC
   d. December 14, 2017; Public Hearing & Final Vote to MBC
   e. 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, seconded by Mr. Morgan, to adjourn.
Motion carried 5-0.

The board adjourned at 8:16 p.m.

Lucille Ramsey
Recording Secretary, Salem School Board
November 28, 2017