MINUTES

Present:
Dr. Patricia Corbett, Chairperson, Salem School Board
Mr. Michael Carney, Jr., Vice-Chairperson School Board
Mrs. Pamela Berry, Secretary, Salem School Board
Mr. Bernard Campbell, Member, Salem School Board
Mr. Peter Morgan, Member, Salem School Board

Also Present:
Dr. Michael Delahanty, Superintendent
Mrs. Tracy Collyer, Principal – Salem High School

Dr. Corbett called the meeting to order at 6:00 p.m.

The Board met to hear input from Olivia Ghillarducci, student; her parents and others regarding her request for early graduation.

The Board received input, asked questions, and made the decision to discuss the matter further and contact the student of their decision.

Mr. Morgan made a motion to adjourn the meeting, seconded by Mr. Carney

Motion passed 5-0

The board adjourned at 6:35 p.m.

Respectfully submitted,

Pamela R. Berry
School Board Secretary

May 15, 2018
SALEM SCHOOL BOARD
SCHOOL ADMINISTRATIVE UNIT #57
SALEM, NEW HAMPSHIRE

Non-Public Session
Pursuant to RSA 91-A:3 II (c)
Affect Adversely

M I N U T E S

Present:
Dr. Patricia Corbett, Chairperson, Salem School Board
Mr. Michael Carney, Jr., Vice-Chairperson School Board
Mrs. Pamela R. Berry, Secretary, Salem School Board
Mr. Bernard H. Campbell, Member, Salem School Board
Mr. Peter Morgan, Member, Salem School Board
Dr. Michael Delahanty, Superintendent

May 15, 2018
SHS-Principal’s Conf. Rm.

Dr. Corbett convened a non-public session at 8:28 p.m.

The Superintendent and Board members reviewed options and had an open discussion on a request to waive a Salem School Board policy regarding a request for early graduation.

A motion was made by Mr. Campbell, seconded by Mr. Morgan to waive the district policy.

Motion passed 4-1

A motion to adjourn the non-public session was made by Mr. Morgan, seconded by Mr. Campbell.

Motion passed 5-0

The board exited non-public session at 8:51 p.m.

Respectfully submitted,

Pamela R. Berry
School Board Secretary

April 11, 2018
SALEM SCHOOL BOARD
SCHOOL ADMINISTRATIVE UNIT #57
38 Geremonty Drive
SALEM, NEW HAMPSHIRE 03079

Regular Meeting
May 22, 2018
7:00 p.m.
TV Studio – Salem High School

MINUTES

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

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

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

RECOGNITION OF STUDENT/STAFF ACCOMPLISHMENT
Dr. Delahanty introduced Barrett Christina, Executive Director of the New Hampshire School Boards Association and Shannon Barnes of the Merrimack School Board and President of the NHSBA. Shannon presented Salem High School Senior, Cole Corbett with a $1,500 scholarship, and the first for a Salem High Student. Congratulations to Cole.

The Board recognized Rachel Carr, a grade 7 student from Woodbury School. Rachel was recognized for her many accomplishments on the soccer field being named starting goal keeper, star student, member of National Jr. Honor Society, Student of the Month, and band member. The Board congratulated Rachel and presented her with an award certificate.

The Board also recognized the Granite State Challenge Team coach, Bernie Campbell, and the team for their Granite State Challenge State Championship.
The Board congratulated all and then presented them with award certificates.

Dr. Corbett asked the Board to acknowledge the retirees at this time and there were no objections.
Retiree Recognition
The Board recognized this year’s retirees and shared some of their history in the Salem School District. See attached for list of retirees. Each was congratulated and presented with a gift card.

APPOINTMENT PRESENTATIONS BY MEMBERS OF THE PUBLIC – None

ADOPTION OF THE MINUTES
May 8, 2018 – Regular Meeting
Mrs. Berry moved, seconded by Mr. Carney, to accept the minutes as presented.
Motion carried 4-0-1 (Mr. Campbell abstained)

May 15, 2018 – Planning Session
Mrs. Berry moved, seconded by Mr. Campbell, to accept the minute with changes suggested by Mr. Campbell. Mr. Campbell suggested adding on page 1, line 31 “intended to replace SHS track” and on line 45 it should read RSA32:7(I). On page 2 line 6 he would like to add “the 2018-2019 budget” anticipated $1,000,000 as the unreserved fund balance. On page 2 line 14, Mr. Campbell asked to add “which was a Board goal.”

Motion carried 5-0

Vendor and payroll manifests were circulated for signature

CONSENT AGENDA
Nominations – Professional/Extra-Curricular
- Courtney Dempsey – Reading Specialist (Federally Funded)
- Julia Gray – SHS Guidance Counselor
- Fall/Fall Year 2018-2019 Extra-Curricular Nomination – see attached

Motion made by Mrs. Berry, seconded by Mr. Campbell, to accept the consent agenda as read by the Chairman.
Motion carried 5-0

OTHER BUSINESS ITEMS

Meal Price Increase
Dr. Delahanty explained that he is recommending an across the board $.10 price increase for breakfast and lunch meals at all levels. He noted that our fees are currently below those of other area schools. He reminded the Board the program is self-funding and includes the director’s salary. Mr. Campbell inquired as to whether there was a projection to the revenue side of the food service operating budget. Mrs. Payne explained there had not been any but did anticipate food and labor cost increases for next year. Mr. Carney asked if there had been an increase in unpaid accounts since raising the costs two years ago, and Mrs. Payne confirmed there had not.

Mrs. Berry made a motion, seconded by Mr. Morgan, to increase the food service prices for the 2018-2019 school year by $.10 across the board.
Motion carried 5-0
Dr. Delahanty explained the reason for the bids listed below and the process. The Board was provided with back-up for the bids. Mr. Messenheimer, Director of Maintenance, reviewed the scope of each project prior to making his recommendation.

**Elementary Library AC Bid Award**
Mr. Messenheimer, Director of Maintenance, recommended the Board award a contract to MSI of Salem, NH in the amount of $38,868 for the installation of an air conditioning system in the North Salem School library. Mr. Messenheimer answered several questions from Mrs. Berry.

Mr. Campbell made a motion, seconded by Mr. Carney, to award the bid to MSI of Salem, NH in the amount of $38,868 for installation of an air conditioning system in the North Salem School library.

Motion carried 5-0

**Access Readers Bid Award**
Mr. Jack Messenheimer, Director of Maintenance, recommended the Board award a contract to Securadyne Systems of Andover, MA in the amount of $11,242.87 for the installation of access door readers at the field and music exterior doors at Woodbury School. Mr. Messenheimer responded to Mr. Morgan’s question related to card reader versus fob reader.

Mr. Campbell made a motion, seconded by Mrs. Berry, to award the contract for access door readers at the field and music exterior doors at Woodbury School to Securadyne Systems of Andover, MA in the amount of $11,242.87

Motion carried 5-0

**Athletic Field Irrigation Bid Award**
Mr. Jack Messenheimer, Director of Maintenance, recommended the Board award a contract to Smith Pump of Hooksett, NH in the amount of $2,947 to upgrade the well pump system at the Salem High School athletic fields. Mr. Campbell asked if it was necessary to replace the pump as well and Mr. Messenheimer confirmed the pump was adequate.

Mr. Campbell made a motion, seconded by Mrs. Berry, to award the contract to upgrade the well pump system at Salem High School to Smith Pump of Hooksett, NH in the amount of $2,947.

Motion carried 5-0

**Crack Fill & Seal Coat Bid Award**
Mr. Jack Messenheimer, Director of Maintenance, recommended the Board award a contract to Bedford Sealcoating of Bedford, NH in the amount of $28,392 for crack filling, sealcoating and line stripping of paved areas at Fisk and Soule Schools as well as the student parking area of the high school.

Mr. Campbell made a motion, seconded by Mr. Morgan, to award the contract to fill cracks, sealcoating and line stripping of paved areas at Fisk and Soule Schools and the student parking area of the high school to Bedford Sealcoating of Bedford, NH in the amount of $28,392.

Motion carried 5-0
Replace Floor Covering Bid Award
Mr. Jack Messenheimer, Director of Maintenance, recommended the Board award a contract to Messina’s Flooring of Salem, NH in the amount of $4,662.80 for replacement of office floor coverings at Woodbury School.

Mr. Campbell made a motion, seconded by Mr. Carney, to award the contract for replacing office floor coverings at Woodbury School to Messina’s Flooring of Salem, NH in the amount of $4,662.80

Motion carried 5-0

Rubber Stair Tread Bid Award
Mr. Jack Messenheimer, Director of Maintenance, recommended the Board award a contract to Messina’s Flooring of Salem, NH in the amount of $55,551 for the replacement of rubber stair treads at Woodbury School. Mr. Carney confirmed the need for this project as it will become a safety hazard.

Mr. Campbell made a motion, seconded by Mrs. Berry, to award the contract for replacing rubber stair treads at Woodbury School to Messina’s Flooring of Salem, NH in the amount of $55,551.

Motion carried 5-0

Summer Meeting Schedule
Dr. Corbett reviewed the proposed summer meeting schedule with the possible addition of a June 19 meeting. Dr. Delahanty elaborated on the meeting schedule. Dr. Delahanty also confirmed the last student day will be June 20, and the staff will be returning on August 27, and the students on August 30.

Strategic Plan
Dr. Delahanty referenced a proposal from Jay Vogt, of Peoplesworth, of Concord, MA. He reviewed the plans for strategic planning over the next school year with Mr. Vogt ending with a presentation of this Strategic Plan to the Board in May, 2019. He also reviewed the fees submitted by Mr. Vogt which he clarified for members of the Board.

Mr. Campbell made a motion, seconded by Mr. Carney, to engage Jay Vogt of Peoplesworth to conduct the Strategic Planning process during the 2018-2019 school year.

Motion carried 5-0

Mr. Campbell mentioned the New Hampshire School Board Association is hosting a two hour program May 23 for school boards engaged in the strategic planning process and he will be attending.

ADMINISTRATIVE MONTHLY REPORTS
Enrollment Report
Dr. Delahanty reviewed the report and explained the changes.
Operative Budget Financial Report
Dr. Delahanty explained the $550,000 for the track remains encumbered until the Board changes its status. He also commented on the newly anticipated unreserved fund balance. He then reviewed line item balances. Per the Board’s request, the Superintendent will provide the Board with a list of projects not completed which are reflected in the 450 account.

Food Service Financial Report
Dr. Delahanty reviewed the report and explained the details. Mr. Campbell requested the participation rate be added to the May Food Service Financial Report.

Field Trip Report (informational)

Emergency Drill Report (informational)

Presentations of Policies/Reports by Superintendent and Staff
Facilities Renovation, Phase III Update
Dr. Delahanty reviewed the three week look ahead dated May 22. Dr. Delahanty will coordinate a tour for the Board with Mr. Conte on June 12 at 6:00 p.m. Dr. Delahanty met with Sousa Signs to review the needs and awaits a recommendation. He confirmed the portable classrooms will be demolished at the end of June.

INFORMATION AND PROPOSALS FROM BOARD MEMBERS
Mr. Morgan stated the Town was given the opportunity to express interest in purchasing the land in No. Salem. No response has been received to date, therefore, Mr. Morgan requested this item be placed on an upcoming agenda to allow the Board to give the Superintendent some direction. Dr. Delahanty confirmed a letter was sent to Mr. Dillon and there has been no response.

Future Meeting Dates
1. Meeting Dates
   a. June 2, 2018; Goal Setting Session (8:00 a.m.)
   b. June 12, 2018; Regular Meeting/Planning Session (SHS Tour at 6:00 p.m.)

2. Future Agenda Items
   a. Maintaining Healthy School Environments
   b. Start time and bus ridership

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

The Board adjourned at 8:45 p.m.

Lucille Ramsey
Recording Secretary, Salem School Board
May 8, 2018
## Salem School District Extra-Curricular Nominations
### SEA Fall/Full-Year 2018-2019
### May 22, 2018

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## Salem School District Extra-Curricular Nominations
### SEA Fall/Full-Year 2018-2019
#### May 22, 2018

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### Salem School District Extra-Curricular Nominations

**SEA Fall/Full-Year 2018-2019**

**May 22, 2018**

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2017/2018 Retirees

**Certified Personnel**

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<tr>
<td>Patricia Burr-Verge</td>
<td>Physical Education – Woodbury</td>
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<tr>
<td>Norma Bursaw</td>
<td>Science – Salem High</td>
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<td>Kathleen Chaput</td>
<td>Math – Woodbury</td>
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<tr>
<td>Ellen Fox</td>
<td>Special Education – Salem High</td>
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<tr>
<td>Elizabeth Geraneo</td>
<td>Speech Therapist – North Salem</td>
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<tr>
<td>Aida Koocher</td>
<td>Speech Therapist – Fisk</td>
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<tr>
<td>Christine Landry</td>
<td>Technology Education – Woodbury</td>
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<tr>
<td>Denise Murray</td>
<td>Title I Reading – North Salem</td>
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<tr>
<td>Darlene Ronchetti</td>
<td>International Language – Salem High</td>
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**Support Staff**

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<tbody>
<tr>
<td>Linda Cornwell</td>
<td>Adm. Secretary – Central Office</td>
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<tr>
<td>Prudence Iverson</td>
<td>Adm. Secretary – Special Education – Salem High</td>
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<tr>
<td>Lucille Ramsey</td>
<td>Adm. Secretary – Central Office</td>
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SALEM SCHOOL BOARD  
SCHOOL ADMINISTRATIVE UNIT #57  
38 Geremonty Drive  
SALEM, NEW HAMPSHIRE 03079

June 2, 2018  
8:10 a.m.  
SHS TV Studio

MINUTES

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

Dr. Corbett called the meeting to order at 8:02 a.m.

GOAL SETTING SESSION
Dr. Corbett began by informing the Board that she had met with Dr. Delahanty to review his 
input on the goals and she has a meeting with him on Monday, June 4 at 1:00 p.m. to review 
today’s discussion. She further explained some of the ongoing goals and plans the Board has, 
and how they will impact these discussions.

Dr. Corbett read each of the 2017-2018 goal/principles, and the Board followed up with a 
discussion.

Guiding Principles:
1. Improve Delivery of Instruction  
   • Dr. Corbett reviewed details of her discussion with the Superintendent.  
   • Mr. Carney commented that the Superintendent has mentioned the District was 
     not moving ahead as quickly as he had hoped, and Mr. Carney agreed, stating he 
     would like to see reports and information to quantify the assessments. Mr. 
     Campbell suggested not changing the goal but adding another goal stating the 
     Board would like to see more consistent reporting. The feeling was the Data 
     Analyst would be helpful in this endeavor. The Board agreed to leave the current 
     wording as it is now written.

2. Sustain Conducive Environment  
   • Dr. Corbett shared Dr. Delahanty’s comments which included behavior 
     expectations, mental health committee, and board certified health analyst which 
     will be new to the staff. Dr. Corbett will add discussion items on this topic, 
     mental health committee results and behavior issues, to the June 12 planning
session agenda. Mrs. Berry noted that she does not feel working with other districts to resolve some issues is a good idea. Mr. Campbell asked the Board if they thought wording should be added to address building security/safety in this principle. Mr. Morgan suggested adding “safe, secure and” after the word environment to the existing principle and all agreed. Mr. Carney stressed we currently have a very safe and secure school community and will continue to focus on that.

3. Infuse Technology
   • Dr. Corbett said the Superintendent had commented on the District’s Project Lead the Way, the podcasts, and the mobile parent application. Mrs. Berry asked if the use of technology in the classroom is part of a teacher’s evaluation. Dr. Corbett confirmed it was. Mr. Carney stated now all classrooms at the high school will have advanced technology for the staff to use. Mr. Morgan praised the IT department for standardizing equipment. The Board agreed to keep this goal as is.

4. Foster Community Support
   • The Superintendent’s input included an upcoming District-wide brochure. The Board discussed aspects of the school district, being competitive, and promoting the Salem School District. Mr. Campbell suggested asking each school to create a press release prior to the Board’s student monthly achievement presentation. All agreed that would be a good way to promote students.

5. Recruitment of Salem School District Personnel
   • Mrs. Berry stated she is pleased the District is not retaining newly hired staff who do not meet expectations. The Board discussed teachers retiring earlier and the reasons for this. Dr. Corbett will ask the Superintendent to prepare a chart of the staff demographics for the budget presentation.

6. Capital Improvement Renovations
   • Mr. Carney feels the grounds maintenance needs more focus. Mr. Campbell does not feel Fisk School grounds reflect all the monies spent. The Board requested a maintenance plan for the school district grounds. The general discussion was to follow-up with the plan for outdoor maintenance at the schools to try and enhance the properties. The Board agreed to make this a goal.

Non-Capital Goals

1. Role of Paraprofessional
   • There was a planning session this year where Mrs. Bentley presented an overview. Mr. Carney mentioned one issue regarding recruitment is the low unemployment rate along with the rate of pay. Mr. Morgan described a possible marketing plan. Mrs. Berry wondered what we were doing for recruiting. Mr. Morgan also discussed retention of paraeducators. Mr. Campbell feels the goal should be rewritten to include recruitment, retention, and compensation. Mr. Morgan agreed to rewrite this goal for Board review.

2. Three-Year Financial Projection
   • The Board agreed to drop this goal.

3. Strategic Plan
   • Dr. Delahanty shared with Dr. Corbett he does not feel this goal needs to be continued. Mr. Campbell suggested stating that the Board would have adoption
by June, 2019. The Board agreed to drop this goal. The Board discussed changing to a three year plan or five year plan with review at year three.

4. Full Day Kindergarten
   - The Superintendent did not feel it was necessary to continue with this goal. Mr. Campbell suggested continuing with this goal as it is not funded at this point. Mr. Morgan explained his view to drop the goal. The other Board members discussed reasons to keep it as a goal, and the decision was made to use Mr. Campbell’s wording to update the goal. Mr. Campbell will provide updated wording.

5. Salem High School Instructional Model
   - Dr. Corbett reminded the Board this is something the administration has been diligently working on. The Superintendent does not feel it is necessary to carry on with this goal. Mr. Campbell shared his thoughts on keeping this as a goal. Dr. Corbett noted the July Planning Meeting will be to discuss start times, bussing and the schedule. The discussion continued with the interpretation of Mrs. Collyer’s presentation and suggested changes. Mr. Morgan suggested changing “initiate” to “continue to support.” The Board agreed.

6. Electronic Record Management System
   - Dr. Corbett shared her conversation with the Superintendent which included details of what has been done to date, the cost, as well as options for transitions. All job applications, IEPs, invoices and banking items are all electronic. Mrs. Berry would like to add a start date to this goal. Dr. Corbett will ask the Superintendent to provide an overview of this project. They agreed to add “to begin implementation by July 1, 2020.”

Capital Goals
   1. Grant Field
      - The goal was not met for the fall of 2018. Mr. Campbell reviewed his thoughts about replacing bleachers and press box. He reviewed his recommended wording. There was also discussion about bonding costs for the field and whether to combine with Woodbury School. The Board agreed on Mr. Campbell’s wording. The Board requested additional information in regards to the number of bleachers.

   2. Woodbury Middle School
      - Mr. Campbell recommended rewriting. The Board agreed to Mr. Campbell’s changes.

   3. SAU Office Building
      - The Superintendent’s feedback included the cost would be $10,000, and the basement usage for space. Mrs. Berry suggested using the basement for professional development meetings. Mr. Morgan suggested getting an evaluation of the building. The Board agreed to leave the goal as is.

Potential Goals for 2018-2019
   1. Assessment and Data – Mr. Carney will write
   2. Grounds maintenance – Mrs. Berry would like a grounds checklist.

Board Development
   1. The Board discussed the pros and cons of adding an academic goal.
   2. Transportation per Mr. Campbell’s request
   3. Student Behavior and Special Education
Adjournment
Motion by Mr. Campbell, second by Mr. Morgan, to adjourn
The board adjourned at 10:32 a.m.

Lucille Ramsey
Recording Secretary, Salem School Board
June 2, 2018