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

Regular Meeting August 21, 2018
6:00 p.m. SHS Tour
7:00 p.m. SHS TV Studio

MINUTES

Present: Dr. Patricia Corbett, Chairman
Dr. Michael Delahanty, Ed. D., Superintendent
Mr. Michael Carney, Jr., Vice Chairman
Mrs. Maura Palmer, Assistant Superintendent for
Mr. Bernard Campbell, Member
Academic and Support
Mr. Peter Morgan, Member
Mrs. Deborah Payne, Assistant Superintendent for
Mrs. Pamela Berry, Secretary
Business Operations

Also Present: Dr. Corbett called the meeting to order at 7:00 p.m. followed by the pledge of allegiance.
Dr. Corbett noted the Board toured Salem High School at 6:00 p.m. and they look forward to the
first day of school.

APPOINTMENT PRESENTATIONS BY MEMBERS OF THE PUBLIC – None

ADOPTION OF THE MINUTES
July 17, 2018; Regular Meeting/Planning Session

Mrs. Berry moved, second by Mr. Campbell, to accept the minutes of the July 17, 2018 as
presented. Motion carried 5-0

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

CONSENT AGENDA
Nominations
The Board was provided with a list of Fall/Full-Year Extra-Curricular Nominations. See
attached list.
New Staff

Julianne Riley – Speech and Language Pathologist – Barron School - $49,100
Heather Flannery – Special Education Teacher (Federally Funded) Woodbury School - $46,520
Sarah McFeely – Elementary Education Teacher – Lancaster School (One Year Position) - $51,683
Amanda Morgan – Band Teacher – Woodbury School - $54,263
Ashley O’Neill – Elementary Education Teacher – N. Salem School - $54,263

Mr. Berry moved, seconded by Mr. Carney, to accept the consent agenda as read.

Motion carried 5-0

OTHER BUSINESS ITEMS

SHS Entrance Sign
The Board’s packet included images of Salem High School Entrance Signs which were provided by Jay Doherty of Lavallee and Bob Perry of Sousa Signs. Dr. Delahanty introduced Mr. Jay Doherty who had additional images of the sign. Dr. Delahanty explained the updated images. Mr. Doherty elaborated on the details of each sign and their locations. Mr. Morgan questioned the traffic pattern change. Mr. Campbell agreed with Mr. Morgan and also questioned whether the SAU Office should be listed on the same sign as well as concerns about the height of the sign. Mr. Doherty addressed these concerns and agreed to speak to the contractor and ask that a simple structure made to depict the size of the proposed sign. Mr. Carney questioned the new traffic pattern as well. Dr. Delahanty elaborated on the conversations that led to the decision for the new traffic pattern. Mrs. Berry thanked Mr. Doherty for incorporating the current sign and stated she felt the size of the sign was not a concern. Mr. Carney questioned the timing of the lighting for the sign and Mr. Doherty confirmed they can be scheduled for any time.

Mrs. Berry commented that she had concerns with the path that must be taken to walk into the building from the front parking lot. Mrs. Berry asked Mr. Campbell to share his idea for change. He began by stating he was surprised there were no curb cuts to get from one section of the parking lot to the other. He asked if a few cuts could be made with paving stones at a minimal expense. Dr. Delahanty reviewed his discussion with Mrs. Collyer about this situation. Mr. Carney agreed this was an issue that had to be addressed. Dr. Delahanty agreed to come back to the Board with some possible solutions and the associated costs.

Policy GBAB – Employment References and Verification (1st Reading)
Dr. Delahanty recommended the Board have a first reading of proposed policy GBAB, Employment References and Verification. He noted that under provisions of Every Student Succeeds Act, school districts and school boards must provide assurance that such a policy has been adopted when applying for or receiving federal grants. He noted this requirement had been overlooked by several school districts. Attention to this requirement was brought to light by District Counsel and recent news events. Dr. Delahanty explained the policy prohibits the school district from providing a recommendation or reference to any school employee, contractor or agent of the school district who we believe is engaged in sexual misconduct with a student or minor in violation of the law. Mr. Campbell asked if the individual in question needed to be notified of such. Dr. Delahanty will check with counsel in regards to Mr. Campbell’s concern.
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**Grant Acceptance – Adult Basic Education**
Mrs. Payne reviewed details of the grant in the amount of $46,226.98 for Adult Basic Education Program and asked the Board to approve its acceptance and authorize its expenditure. Last year’s allocation was $47,000.00. Mr. Campbell asked what amount had been budgeted compared to the amount awarded. Mrs. Payne explained the District budgeted a grand total of $164,000 for the four grants and the total awarded is approximately $188,000.

Mrs. Berry moved, seconded by Mr. Campbell, to accept the Adult Basic Education Grant in the amount of $46,226.98.

Motion carried 5-0

**Grant Acceptance – Adult Diploma Program**
Mrs. Payne reviewed details of the grant in the amount of $44,401.25 for Adult Basic Diploma Programs and asked the Board to approve its acceptance and authorize its expenditure. Last year’s allocation was $43,199.99.

Mrs. Berry moved, seconded by Mr. Morgan, to accept the Adult Basic Diploma Program grant in the amount of $44,401.25.

Motion carried 5-0

Mrs. Berry asked the Board if there was a need to revise her previous motions as she had not mentioned “and expend.” The Board agreed this was not required as they were part of the approved budget.

**Grant Acceptance – ADP Developmental Disabilities Program**
Mrs. Payne reviewed details of the grant in the amount of $39,046.01 for Adult Disabilities Program through Continuing Education at Salem High School and asked the Board to approve its acceptance and authorize its expenditure. Last year’s allocation was the same.

Mrs. Berry moved, seconded by Mr. Morgan, to accept and expend the grant for ADP Developmental Disabilities program in the amount of $39,046.01.

Motion carried 5-0

**Grant Acceptance – English as a Second Language Program**
Mrs. Payne reviewed details of the grant in the amount of $58,563.16 for English as a Second Language Program and asked the Board to approve its acceptance and authorize its expenditure. Last year’s allocation was $56,000.00.

Mr. Campbell moved, seconded by Mr. Carney, to accept the grant for English as a Second Language Program for the upcoming school year in the amount of $58,563.16.

Motion carried 5-0
End of Year Financial Report
Board members were provided with an end of year financial report by Mrs. Payne. Dr. Delahanty noted this report reflects the balance as of June 30, 2018 with some outstanding bills yet to be paid. He also noted the MS25 must be filed by September 1, 2018. Dr. Delahanty explained the effect of the actual unreserved balance as compared to the estimated unreserved fund balance. He explained the estimated unreserved fund balance was $1,000,000 and the actual amount is $260,835 with a $.17 per thousand impact on the taxpayer. The Superintendent asked the Board to contemplate what to do with the $550,000 still on the books but not in the unreserved balance for the proposed track. Dr. Delahanty reviewed the options and their impact. Mrs. Payne informed the Board of the estimated amounts the taxpayer would encounter in both scenarios. The Board agreed to review, discuss and make a decision at the next Board Meeting on August 28, 2018.

Dr. Corbett asked if there were any objections to adding a nomination. There being none, Dr. Corbett proceed.


Mr. Campbell moved, seconded by Mr. Morgan, to accept the nomination of Meghan Fernandes, Science Teacher at Salem High School with a salary of $43,527.

Motion carried 5-0

PRESENTATION OF POLICIES/REPORTS BY SUPERINTENDENT
Facilities Renovation, Phase III Update
Dr. Delahanty reviewed the details of the ROTC area as well as B Wing. He listed several areas still in need of work but assured the Board all details will be complete by the time the students arrive on August 30. An open house/ribbon cutting will likely happen in mid to late October. There will be students available for tours during Homecoming.

Enrollment Report
Dr. Delahanty reviewed the current enrollment and compared it to the projected number. The actual number is up by approximately 75 students.

Strategic Plan Update
Dr. Delahanty, Mrs. Berry and Dr. Corbett will meet Thursday, August 23 with other members of the Strategic Planning Committee to kick off the new strategic planning process. The committee will review past planning and discuss further planning. December 12, 2018 will be a community forum which will host approximately 150 invited guests. Dr. Delahanty reviewed details of the proposed upcoming meeting dates. The committee will discuss the feasibility of a five year strategic plan versus a three year plan.
**Future Meetings**

1. **Meeting Dates**
   a. August 28, 2018 – Public Hearing at 6:45 p.m./Regular Meeting (Public Hearing will be to accept a donation for playground construction)
   b. September 11, 2018 – Regular Meeting
   c. September 18, 2018 – Planning Session
   d. September 25, 2018 – Regular Meeting

Dr. Corbett noted the sale of land will be discussed at the September Planning Session.

Mr. Campbell informed the Board the Budget Committee meeting scheduled for August 22 was cancelled. The next meeting will be September 12, 2018.

Mr. Carney informed the Board the Executive Council for the State of New Hampshire will be meeting at Tuscan Kitchen in Salem on August 22 at 10:00 a.m. There will be two Salem chorus students performing at the beginning of the meeting.

**Other - None**

**Adjournment**
Motion by Mr. Carney, seconded by Mr. Morgan, to adjourn.

Motion carried 5-0

The Board adjourned at 8:25 p.m.

[Signature]
Lucille Ramsey
Recording Secretary, Salem School Board
August 21, 2018
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