MINUTES

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

Also Present:  
Dr. Michael Delahanty, Ed. D., Superintendent  
Mrs. Maura Palmer, Assistant Superintendent for Academics and Support  
Mrs. Deborah Payne, Assistant Superintendent for Business Operations  
Mrs. Darlene Mann, Finance Director

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

RECOGNITION OF STUDENT/STAFF ACCOMPLISHMENTS  
The Board recognized Julia Coryca for her time and service to the Salem High School Key Club and her leadership as Captain of the Field Hockey Team. Julia was also selected as 2019 New Hampshire’s Distinguished Young Woman.

Secondly, the Board recognized Tristen Cabinta for his outstanding leadership and his success as a member of Salem High School’s Wrestling Team.

Dr. Delahanty congratulated both students on their accomplishments and their contributions to Salem High School.

APPOINTMENT PRESENTATIONS BY MEMBERS OF THE PUBLIC – None

ADOPTION OF THE MINUTES  
March 19, 2019 – Regular Meeting/Planning Session

Mrs. Berry moved, seconded by Mr. Carney, to accept the minutes of the March 29, 2019 Regular Meeting/Planning Session as presented.

Motion carried 5-0
Vendor and payroll manifests were circulated for signature and passed on to Mrs. Payne

ORGANIZATION OF BOARD

a. Election of Officers
Chairman – Mrs. Berry nominated Mr. Michael Carney
    Motion carried 5-0
Mr. Carney presented Dr. Corbett with the traditional gavel for her outstanding leadership.
Vice-Chairman – Mr. Campbell nominated Mrs. Pamela Berry
    Motion carried 5-0
Secretary – Mr. Morgan nominated Mr. Bernard Campbell
    Motion carried 5-0

b. Selection of Representatives:
Mr. Carney noted the Board had been given a listing of committees with representatives to each. He asked that the Board members review and be prepared to discuss at the April 9 meeting. He noted there were no negotiations next year.

c. Appointment of School District Counsel and Recording Secretary
  - Dr. Delahanty recommended the Board appoint the firm of Soule, Leslie, Kidder, Sayward, Loughman as District Counsel.
    Mr. Campbell moved, seconded by Mrs. Berry, the District appoint Soule, Leslie, Kidder, Sayward and Loughman of Salem, NH as School District Counsel.
    Motion carried 5-0

  - Dr. Delahanty recommended the Board appoint Lucille Ramsey as Recording Secretary.
    Mr. Campbell moved, seconded by Mr. Morgan, the District appointment of Lucille Ramsey as Recording Secretary.
    Motion carried 5-0

d. Explanation of Agenda Procedures and Policies on School Board Operation
Mr. Carney noted because all members of the Board have been in place for many years everyone is familiar with the procedures and policies and there was no need to review in detail. He asked if there were any questions. There were none.

CONSENT AGENDA – None

OTHER BUSINESS ITEMS
Signing of MS-22
Dr. Delahanty explained MS-22 is a report the District is required to submit to the Department of Education and the Department of Revenue Administration that indicates the amount of money appropriated for each function code. The Board had been provided with a copy of MS-22. The document was circulated for the Board’s signature. Mr. Campbell asked who was credentialed to gain access to the portal. Mrs. Payne explained that she and Mrs. Mann have access.
Woodbury School Field Trip
Mrs. Palmer introduced April Muraco, Woodbury Social Studies teacher, and Mr. Brad St. Laurent, Woodbury School Principal. Ms. Muraco is requesting permission for her after-school History Club to go to Gettysburg, Pennsylvania. Ten students would be attending from May 3 – May 5, 2019. The Board was provided with an itinerary. Mr. Campbell asked about funding and options for students who cannot afford the trip. Mrs. Berry noted this was a great location for a field trip for this group. Mr. Morgan asked if there were any male students attending and if so, were there any male chaperones. Ms. Muraco confirmed there were four male students attending but no male chaperons and no known student medications/allergies.

Dr. Corbett made a motion, seconded by Mr. Campbell, to approve the Grade 8 History Club trip to Gettysburg battle grounds from May 3-5 for approximately 10 students.

Motion carried 5-0

Continuation of Existing Policies
Dr. Delahanty explained the Board should annually affirm the existing policies in order to operate the District in a manner the District is accustomed to until a policy needs to be revised or updated. Dr. Delahanty asked the Board to affirm by motion the continuation of existing policies for the ensuing year or until such time the policy needs to be adopted or revised.

Mrs. Berry moved, seconded by Dr. Corbett, that the School Board approve continuation of existing policies until such time there is a vote to rescind, revise or add a policy

Motion carried 5-0

2019-2020 Budget
Dr. Delahanty explained with the successful vote of the 2019-2020 proposed budget, it is appropriate for the school board to authorize the superintendent to begin the process of using these funds.

Mr. Campbell moved, seconded by Mr. Morgan, the School Board authorize the Superintendent of Schools to take such actions that are necessary and desirable, in accordance with the school board policy, to implement the adopted budget and to staff the schools. Such authority includes the responsibility to initiate the purchase of supplies and equipment, and to contract services for the district.

Motion carried 5-0

Set Retiree Recognition Date
Dr. Delahanty stated the Board recognizes employees having 15 or more years of service in the district who are retiring. He recommended this year’s recognition be held on Tuesday, May 28.

The Board agreed.

Administrative Monthly Reports
Enrollment Reports
The Board was provided with an updated enrollment report. The Superintendent reviewed the details. Dr. Delahanty will clarify the enrollment changes in grades 9, 10, and 11. He believes these are due to credit acquisition but will report back next month.
Operating Budget Financial Report
The Board was provided with an updated operating budget financial report for February. Dr. Delahanty reviewed the details. Mrs. Payne clarified Dr. Corbett’s question in regards to the additional receivables on the Facilities line. Mr. Campbell requested a breakdown of course reimbursement requests by bargaining units. Mr. Carney questioned the heating oil line. Mrs. Payne explained.

Food Service Financial Report
The Board was provided with an updated food service financial report for February. Dr. Delahanty reviewed the details. Mr. Campbell questioned the labor line and Mrs. Payne explained the change that was made.

Field Trip Report (Informational)
The Board was provided with a copy of the Field Trip Report for informational purposes.

Emergency Drill Report (Informational)
The Board was provided with a copy of the Emergency Drill Report for informational purposes.

Presentations of Policies/Reports by Superintendent and Staff
Woodbury Project Update
Dr. Delahanty provided the Board with an update on the Woodbury School renovation and elaborated on details. It is anticipated there will be a warrant article on the March 2020 ballot. The Superintendent provided the Board with a timeline. Mr. Campbell questioned the status of “draft existing conditions” report. Dr. Delahanty responded.

Athletic Complex Option Review
The Superintendent and Jack Messenheimer, Director of Facilities, met with Mr. Brian Cornish from Maine Tennis and Track to evaluate the track. Mr. Cornish does not recommend the use of the track for this season. Dr. Delahanty shared further research and assessments that have been done since the vote and the pending information.

INFORMATION AND PROPOSALS FROM BOARD MEMBERS – None

Future Meeting Dates

1. Meeting Dates
   a. April 9, 2019 – Regular Meeting
   b. April 16, 2019 – Regular Meeting/Planning Session
   c. May 14, 2019 – Regular Meeting
   d. May 21, 2019 – Planning Session
   e. May 28, 2019 – Regular Meeting
   f. June 1, 2019 – Goal Setting Session

2. Future Agenda Items
   a. Social Media Coordinator Role
   b. SAU Staff Organizational Chart and Position Roles
c. Data Reviews

**Adjournment**

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

Motion carried 5-0

The Board adjourned at 7:53 p.m.

Lucille Ramsey  
Recording Secretary, Salem School Board

March 26, 2019