Regular Meeting

May 14, 2019
7:00 p.m.
SHS TV Studio

MINUTES

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

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

MONTHLY PRESENTATION ON STUDENT ACHIEVEMENT

North Salem School
Mrs. Palmer introduced Mrs. Wilkins, North Salem School Principal. Mrs. Wilkins gave an overview of the presentation and introduced Ms. Rebecca Pacuk, music educator at North Salem and Soule Schools. Ms. Pacuk shared her focus on strategies used to teach students aspects in music learning and how it is built upon at each grade level. She also focused on how she incorporates artistic literacy.

Board Members congratulated Ms. Pacuk on her enthusiasm and great work with the students. Dr. Delahanty acknowledged Ms. Pacuk and her great success with the program and thanked everyone involved.

APPOINTMENT PRESENTATIONS BY MEMBERS OF THE PUBLIC – None

ADOPTION OF THE MINUTES
April 16, 2019 – Regular Meeting/Planning Session
Mr. Campbell moved, seconded by Mrs. Berry, the Board adopt the minutes of the April 16, 2019 Regular Meeting/Planning Session as circulated.
April 16, 2019 – Non-Public Session
Mr. Campbell moved, seconded by Mrs. Berry, the Board adopt the minutes of the April 16, 2019 Non-Public Session as circulated.

Motion carried 4-0-1 (Mr. Carney abstained)

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

CONSENT AGENDA

Nominations – Professional/Extra-Curricular
The Board was provided with a list of professional staff who have earned recertification credits:
- Christopher Hazel – Salem High School
- Roxanne Scenna – North Salem School
- Kendrick Whittle – Salem High School

The Board was provided with the following proposed new hires:
- Shauna DeRosa, Barron School, Elementary Teacher, $66,041
- Taylor Ferdinando, Woodbury School, Special Education Teacher, $47,567
- Melissa French, Salem High School, Special Education Teacher, $44,506
- Rachel Goldstein, Salem High School, English Teacher, $55,484
- Mackenzie Kraines, Salem High School, Physical Education Teacher, $47,567
- Emily Low, Salem High School, Social Studies Teacher, $47,567
- Sarah McFeely, North Salem School, Elementary Teacher, $55,484
- Sarah Novia, North Salem School, Elementary Teacher, $47,567
- Meagan O’Neil, Lancaster School, Elementary Teacher, $47,567
- Stephen Potier, District Wide, Strings Instructor, $58,540
- Megan Provencher, Woodbury School, Health & Wellness Teacher, $47,567
- Alexa Splagounias, Soule School, Elementary Teacher, $47,567

Administrator Nominations
The Board was provided with a list of administrators for the 2019-2020 school year.

Leaves of Absence
The Board was provided with two requests for maternity leave of absence:
- Elizabeth Cookson, Woodbury School, beginning on or about November 12, 2019 and conclude on February 3, 2020.
- Maria Saylor, Woodbury School, beginning on or about September 26, 2019 and conclude on January 2, 2020.

Mrs. Berry made a motion, seconded by Dr. Corbett, to accept the consent agenda as presented by the chairman.

Motion carried 5-0
OTHER BUSINESS ITEMS

General Assurance FY 2020
The Superintendent explained the NH Department of Education’s “General Assurances, Requirements and Definitions for Participation in Federal Programs” documents which now must be signed by the Board Chair and the Superintendent in order to receive federal funds through the NHDOE. Dr. Delahanty explained the contents of the document.

Mr. Campbell made a motion, seconded by Mr. Morgan, to authorize the Chair to execute the General Assurances required by NH DOE for eligibility for federal grant funds.

Motion carried 5-0

Data Governance Policy
The Board was provided with a Data Governance Policy which is required by House Bill 1612 (HB1612). This is the first reading. Dr. Delahanty explained this is the first step and must be followed by a security plan. Mr. Hasbany is working on the security plan. Mr. Hasbany, Director of Information Technology, noted the plan must be in place by June 30, 2019 and he gave further details on the policy. He noted a duplication in Section I and asked that paragraph two be struck. Mr. Morgan confirmed Mr. Hasbany’s change in title to Chief Information Officer.

Authorization for Superintendent to Accept Resignations
The Board was asked to grant the Superintendent the authority to accept resignations for the district between now and August 27, 2019. This will make it possible for the Superintendent to accept any resignation and immediately begin the process of obtaining a replacement.

Mr. Morgan made a motion, seconded by Mr. Campbell, that the School Board grant authority to the Superintendent of Schools to accept resignations on their behalf from this date until August 27, 2019.

Motion carried 5-0

Request Withdrawal from Athletic Facilities Trust Account
The Superintendent requested the Board’s authorization to withdraw $105,000 from the Athletic Facilities Trust Fund. Dr. Delahanty provided the Board with a detailed budget estimate. Mr. Campbell noted he thought the Board had already approved the withdrawal. The Board took a 5 minute recess to review information. Upon returning, Mr. Carney noted the Board voted on this request on April 9, 2019, not to exceed $105,000, therefore, there is no need for a vote this evening.

Bid Award – Lancaster Fence
The Board was provided with a recommendation from Jack Messenheimer, Director of Maintenance, to award a contract to Boston Hill Fence of North Andover, MA in the amount of $4,810.00 to install a chain link fence at the Lancaster School ball field. The budgeted amount was $4,810.00. Mr. Messenheimer explained details.

Mr. Campbell made a motion, seconded by Dr. Corbett, the School Board award a bid for the
chain link fence at the Lancaster School to Boston Hill Fence of North Andover, MA for the bid amount of $4,810.00.

Motion carried 5-0

Bid Award – Library Air Conditioning Systems at Barron, Fisk and Soule Schools
The Superintendent explained the reason for adding air conditioning to the school libraries. The Board was provided with a recommendation from Jack Messenheimer, Director of Maintenance, to award a contract to Alliance Mechanical of Concord, NH in the amount of $95,924.00 to install air conditioning units in the Barron, Fisk, and Soule School libraries. Mr. Messenheimer explained details.

Mrs. Berry made a motion, seconded by Dr. Corbett, to award the bid for air conditioning systems for Barron, Fisk and Soule Schools to Alliance Mechanical of Concord, NH in the amount of $95,924.00.

Motion carried 5-0

Bid Award – SAU Building Facility Audit
The Superintendent explained this item is one of the Board’s goals and gave details of the project. The Board was provided with a recommendation from Jack Messenheimer, Director of Maintenance, to award a contract to The H.L. Turner Group of Concord, NH in the amount of $10,240.00 to conduct a facility audit of the SAU building. Mr. Messenheimer gave details.

Mrs. Berry made a motion, seconded by Mr. Morgan, the Board award the bid for a facilities audit of the SAU building to H.L. Turner Group of Concord, NH in the amount of $10,240.00.

Motion carried 5-0

Presentations of Policies/Reports by Superintendent and Staff
Social Media Coordinator Role
Dr. Delahanty explained the reason for social media coordinators. The Board was provided with a summary of social media activities. The Superintendent asked the Board to retain these coordinators as he feels they are very valuable. Dr. Delahanty responded to Mr. Campbell’s question by informing the Board that Mr. Halpin posts on the District Facebook page and Mr. Berthel manages the Salem High School and Woodbury Alumni pages. Dr. Delahanty uses Twitter as a means of notifying the District. Dr. Delahanty clarified for Dr. Corbett that the principal and coordinator in each school post information and they have been given guidelines for their posts.

Track Reconstruction Update
The Superintendent provided the Board with a progress update. He gave details of two different projects that can be considered simultaneously in regards to the track reconstruction. First, the complete replacement of the existing track and the other is improvements to Grant Field. Dr. Delahanty explained in detail, as well as its consequences and the required timeline. The Superintendent provided the Board with a plan for the track renovation project and pointed out wetland areas that will need additional permits. The Superintendent gave details of the options for Grant Field improvements. There was further discussion how current renovation plans can be
affected by future plans and a synthetic turf field.

Mr. Campbell made a motion, seconded by Mr. Morgan, that the School Board agrees and directs the administration to assume that Grant Field Track replacement will include the synthetic field enabling work for future field installation.

Motion carried 5-0

Mr. Campbell made a motion, seconded by Mrs. Berry, the Board request the Administration to propose to the Board by the first meeting in June a plan that would allocate monies from the 2019 budget to fund the balance for the Grant Field track budget proposal from Trident dated March 28, 2019 including withdrawals from the Athletic Facilities Trust Fund along with transferred General Funds in the 450 account.

Motion carried 5-0

Mr. Campbell made a motion, seconded by Mrs. Berry, the School Board direct the Administration to proceed with the track reconstruction under scenario #1 with an expected project closeout of December, 2019.

Motion carried 5-0

There was further discussion about Grant Field updates.

**INFORMATION AND PROPOSALS FROM BOARD MEMBERS**

Mrs. Berry explained, as a member of the Hall of Fame Committee, she was made aware the work on the track and field would be affecting certain activities such as homecoming and Hall of Fame. Mrs. Berry asked the Superintendent to explain. Mr. Insinga, Athletic Director, and the Hall of Fame committee are suggesting a change from the traditional Hall of Fame dinner on a Friday to a Thursday. They felt this would be a good opportunity this year as there is no scheduled Homecoming. Mr. Insinga felt the change to Thursday would eliminate the space issue. The Superintendent is looking for the Board’s opinion. Mr. Campbell shared he was unaware there was a space issue and preferred to keep the event on a Friday and perhaps look into other venues. Mr. Carney shared his concern there was no Homecoming and this was the first he had heard of it. Mr. Carney asked the Superintendent to discuss options with Mr. Insinga.

Mrs. Berry asked the Superintendent for information in regards to the District’s immunization situation. He noted all students have the required immunizations and the school nurses are monitoring closely. He said Salem is at a very low risk for measles.

Mr. Morgan asked about reviewing the discipline policy. Dr. Delahanzy said he would have something to present to the Board in early June.
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1. **Future Meeting Dates**
   a. May 21, 2019 – Planning Session
   b. May 28, 2019 – Regular Meeting
   c. June 1, 2019 – Goal Setting Session
   d. June 11, 2019 – Regular Meeting

2. Future Agenda Items
   a. Data Use
   b. Central Office Roles

**Adjournment**
Motion by Mr. Campbell, seconded by Mr. Morgan, to move to a non-public session pursuant to RSA 91-A:3(II)(c) to discuss a personnel matter.

The Chairman polled the Board:
- Mr. Morgan – Yes
- Mr. Campbell – Yes
- Mrs. Berry – Yes
- Dr. Corbett – Yes
- Mr. Carney – Yes

The board moved to non-public session at 9:28 p.m.

Lucille Ramsey
Recording Secretary, Salem School Board

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