

# Hampton Falls School District

Thursday, August 10, 2017 at 6:00 p.m.

School Board Meeting Minutes

Lincoln Akerman School – Library

8 Exeter Road, Hampton Falls

[www.sau21.org](http://www.sau21.org)

School Board Members present: Mark Lane; Chair, Greg Parish; Vice-chair, Pamela Miller, John Bailly, and Greg Marrow.

Administration present: Dr. Robert Sullivan, Superintendent, Dr. Ronna Cadarette, Assistant Superintendent, Matt Ferreira; Business Administrator, and Mark Deblois; Principal.

Others Present: Marc Lahoullier; Trident Group, and John Deloia; Eckman Construction.

At 6:00 p.m., Mark Lane called the Hampton Falls School Board meeting to **order**.

At 6:01 p.m. Mark Lane recessed the meeting to tour the new summer window and electrical upgrades in the classroom.

At 6:09 p.m. Mark Lane re-convened the meeting.

### 3. Reports (Out of Order)

#### d. Facility (Out of order)

##### i. Renovation Project Update

Marc Lahoullier; Trident Group, and John Deloia; Eckman Construction discussed the costs budget for the different elements of the proposed LAS addition / renovation project. A rendition of the facility improvements for the LAS addition / renovation project was provided by Lavallee / Brensinger Architects in the Board packets.

An approximate total cost of the project is \$6,400,000. Some project areas can be broken down, and constructed separately.

Alan Lajoie discussed the summer project completions, with expected window shade installation to be completed before the start of school.

Appreciation was expressed to Alan Lajoie and the maintenance staff for the fine school appearance, the speedy completion of all the summer projects, especially when working around the numerous summer activities. Alan Lajoie expressed that is it a pleasure working with such a buoyant and good-natured crew.

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Matt Ferreira informed that a two-month substantial delay has occurred. Another modular is available that is 8' longer and 4' wider. There is a post inside the modular, which will not be an issue by arranging the room differently.

We are looking at verifying that the playground set back is appropriate. The permitting will be updated with new specifications and site drawings.

As a result, it does make sense to move forward with the alternate modular that is available on site with no additional costs, the right criteria, no additional funds from the District are needed, the right specifications, and the vendor will cover additional site costs that may be needed.

Greg Parish proposed to discuss updating our outside message board to a more electronic board during our budget season.

The Board agreed to add message board update to the September agenda.

### 3. Reports (Continued)

#### a. Superintendent

Dr. Sullivan reviewed his written report and expressed:

- ✓ looking forward to the custodial staff cook-out to be held the following day.
- ✓ Professional Training may be an area to discuss during the budget season. Title 2 Grants are used for professional training and may be targeted for reductions.

Dr. Cadarette provided and reviewed her written report, and briefly spoke about the new strategies, refined plans, and goal setting that will be used throughout the District such as enhanced alignments, cross curricular units, collaboration among the district schools, classroom implementation, enhanced algebraic proficiencies, and a "Road Show" for teachers to train with OASYS.

Appreciation was expressed to Dr. Cadarette for finding additional funds to send five LAS staff members to the Design Studios Training.

Dr. Cadarette requested that the Board anticipate additional budgeting for trainings for the concepts of competency based learning, establishing professional learning communities, as well as other staff training programs.

The LAS bullying and harassment policies have met the current requirements.

**b. Principal Deblois** provided and reviewed a written report.

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- ✓ Student enrollment is currently 229.
- ✓ LAS has lost our REAP funding. We still have funds left over that had been granted to us last year from the (\$28,000) REAP Grant. These funds were used to fund things that are not in the budget. The reason for the loss of the funds is that Hampton Falls is no longer considered a rural community but is now a suburban community based on the census. This status changed in 2010 but the State of NH had given us some leeway to provide a waiver during the transition period. There is no repealing the loss of this grant as it is based on the census.
- ✓ Mark DeBlois outlined this as another budget consideration.

## 6. New Business (Out of Order)

- a. **Student and Parent Handbook 2017-2018** (Out of order) See voting on Agenda Items.

The Board reviewed the changes to the 2017-2018 Student Parent Handbook.

### c. Financial

Matt Ferreira reviewed and provided the FY 2017-18 expense report and discussed: Page 4 buildings section – equipment for a new control panel to accommodate the new modular, Page 6 – relocatable installation and lease for the modular.

## 4. Minutes – See voting on Agenda Items

## 5. Continuing Business

### b. School Board Calendar - Update

The Board held a brief discussion about sending updated LAS project information to the public through the mail and the town newsletter.

### c. Superintendent Search – Update

Dr. Sullivan confirmed that the Joint Board had chosen New England School Development Council (NESDEC) to conduct a superintendent search.

On Monday, August 21<sup>st</sup>, at 7:00 p.m. in the Lecture Hall at Winnacunnet High School, a Joint Board meeting is scheduled to meet with Dr. Ken DeBenedictis; Senior Consultant for NESDEC, to outline a search timeline, a draft announcement, to form a sub-committee, and to discuss next steps.

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## d. Extra-Curricular Stipends Committee – Update

Part of the CBA agreement called for the formation of the extra-curricular stipends committee, the committee was formed with Greg Marrow and John Bailly as representatives for the Hampton Falls District. It was found that all the LAS activities are represented and compensated fairly. Recommendations were not needed. The Board requested job descriptions for the spring extra-curricular stipends to be placed in the 2018-19 budget books.

## 6. New Business (Continued)

### a. Resolution of Improper Cap and Withholding of Adequate Education Funding

The Board agreed to contribute to the Dover School District for the pro-rata amount of \$57,084 incurred for legal expenses for the Resolution of the Improper Cap and Withholding of Adequate Education Funding. Hampton Falls portion is \$750.65. Hampton falls received approximately \$137,000 to offset the towns assessment during the spring of 2017.

Motion: Greg Marrow moved to pay \$750.65 to the City of Dover for their resolution of Improper Cap and Withholding of Adequate Education Funding portion of the Dover School District law suit. Second: John Bailly. Motion passed 5-0-0.

### b. Audit Questionnaire

The Board reviewed and collectively answered the audit questionnaire, and Mark Lane; Chair signed the Plodzik & Sanderson Professional Association/Accountants & Auditors Questionnaire on behalf of the Board.

- i. BBFA Board Member Conflict of Interest
- ii. BCA Ethics Policy
- iii. DFA Investment
- iv. DGD Use of Credit Cards
- v. DIA Fund Balance
- vi. GBCA Staff Conflict of Interest.

### c. 2018-2019 Budget Development

#### i. Review of Budget Timeline

The Board reviewed and agreed the recommended timeline for the 2018-2019 Budget Development.

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## ii. Calendar of Events

The Board reviewed and agreed with the proposed Calendar of Events – 2018.

## iii. FY18 Budget Expectations

Dr. Sullivan, Superintendent requested of the Board to propose any FY18 budget expectations in anticipation of the budgeting scheduling.

The Board agreed to hold a Work Session on August 22, 2017 at 6:00 p.m., to discuss the new addition / renovation proposed budget.

## e. Suspension and Expulsion of Pupils RSA 193:13 (b)

Motion: Greg Marrow moved that The Hampton Falls School Board authorizes you (The Superintendent) under RSA 193:13 (b) (Suspension and Expulsion of Pupils) the authority to continue the suspension of a pupil for a period in excess of ten (10) school days. Second: John Bailly. Motion passed 5-0-0.

**7. Public Comment on Agenda Items** – No comments were made.

## 8. Voting on Agenda Items

Motion: Greg Parish moved to approve a new alternate modular to include a larger classroom with the agreed conditions that it meets the right criteria, no additional funds from the District are needed, the right specifications, and the vendor will cover additional site costs that may be needed. Second: Greg Marrow. Motion passed 5-0-0.

Motion: Greg Parish moved to approve the 2017-2018 Student Parent Handbook as presented. Second: John Bailly. Motion passed 5-0-0.

Motion: Pamela Miller moved to approve the June 8, 2017 Public and Non-public minutes as written. Second: John Bailly. Motion passed 4-0-1. (Greg Marrow abstained).

Motion: John Bailly moved to approve the June 14, 2017 Work Session minutes as written. Second: Greg Parish. Motion passed 4-0-1. (Greg Marrow abstained).

Motion: Pamela Miller moved to approve the June 19, 2017 Public Meeting minutes as written. Second: Mark Lane. Motion passed 4-0-1. (Greg Marrow abstained).

## Enrollment study

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Dr. Sullivan informed that the District is now a member of NESDEC, and can participate in a basic enrollment study prediction without cost to the District. A second more detailed study prediction would include more demographics, and maybe involve tracking throughout the state, that would involve additional costs to the District.

North Hampton District is interested in participating with a more detailed study and has expressed interest of having other districts join them.

The Board agreed to place NESDEC on the September Agenda for further discussion.

A brief discussion was held on home school.

**9. Signing of the Manifest** – The members present signed the manifest.

**10. Next Meeting Date:** Work Session on August 22, 2017 at 6:00 p.m.

Regular Meeting on Thursday, September 14, 2017 at 6:00 p.m.

Motion: Greg Parish moved to adjourn the meeting at 8:36 p.m. Second: Pamela Miller.  
Motion passed 5-0-0.

Submitted by Maureen Hastings; Recording Secretary (Approved September 14, 2017)