

South Hampton School Board

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*Kim Molin, Chair
Jim Kime, Vice Chair
Rebecca Burdick*

School Administrative Unit No. 21

April 2, 2018 Public Minutes

Approved by the Board – May 7, 2018

In Attendance:

School Board members: Kimberly Molin (Chair), Rebecca Burdick, Jim Kime

Administration: Dr. Robert Sullivan (Superintendent), Dr. Ronna Cadarette (Assistant Superintendent), Kenneth Darsney (Principal), Matt Ferreira (Business Administrator), Aline Donabedian (Director of Special Services)

1. Superintendent Dr. Robert Sullivan called the meeting to order at 6:35 p.m. and congratulated Jim Kim.
2. Reorganization of the Board was conducted by Dr. Sullivan.

Motion: Becky Burdick made a motion to nominate Kim Molin as Board Chair. The motion was seconded by Jim Kime. **The motion passed: 3-0.**

Kim Molin conducted the remainder of the reorganization and Committee assignments.

Motion: Becky Burdick made a motion to nominate Jim Kime as Vice-Chair. The motion was seconded by Kim Molin. **The motion passed: 3-0.**

The following Board positions were appointed:

Bud Com Representative:	Kim Molin
Bud Com Alternate:	Jim Kime
SEA Negotiations:	Jim Kime
SEA Negotiations Alternate:	Rebecca Burdick
NHSBA Delegate:	Jim Kime
NHSBA Alternate:	Kim Molin
SAU Operations Committee Representative:	Rebecca Burdick
SAU Operations Committee Alternate:	Kim Molin

3. **Motion:** Kim Molin made a motion to accept and adopt the policy manual as written. Jim Kime seconded. **Motion passed: 3-0.**
 - a. Dr. Sullivan reviewed policy BBBF.
4. **Consideration of the Minutes:**
 - a. Rebecca Burdick made a motion to accept the minutes of February 8, 2018 Public and Non-Public; Kim Molin seconded. **Motion passed: 2-0-1** (Jim Kime).
 - b. Rebecca Burdick made a motion to accept the minutes of March 6, 2018 Public and Non-Public; Kim Molin seconded. **Motion passed 2-0-1** (Jim Kime).

- c. Rebecca Burdick made a motion to accept the minutes of March 19, 2018 Public and Non-Public; Kim Molin seconded. **Motion passed 3-0.**
- d. Rebecca Burdick made a motion to accept the minutes of March 22, 2018 Public and Non-Public; Jim Kime seconded. **Motion passed 3-0.**

5. Reports:

- a. **Superintendent** – Dr. Sullivan reported that South Hampton has a student interested in attending Seacoast School of Technology (SST). A citizen asked a question regarding any South Hampton (SH) attending Winnacunnet High School (WHS). It was clarified that only SH students who plan to attend SST could attend WHS as Freshmen.

A public Safety Forum will be held at WHS on 4/11, and others may be held in the fall for individual districts.

The Operations Committee (OC) will meet and incumbent superintendent Dr. Lupini will attend to present his Entry Plan; the Superintendent's Evaluation Plan will also be discussed.

- b. **Assistant Superintendent** – Dr. Cadarette reported on the upcoming SAU 21 Professional Development offering on April 6, 2018 with keynote speaker Jonathan Vander Els, who has presented in three of the schools this year and in the past on competency education. Dr. Cadarette emphasized the continued efforts to align professional work throughout all six SAU 21 schools, to include more time for teachers to collaborate on curriculum, instruction, assessments, and competency implementation.

She also shared regarding numerous professional development opportunities she participated in this month on labor issues, investigations, threat assessment, violence prevention, cyberbullying, bullying, Title IX prevention, and legislative updates.

- c. **Principal**

- d. **Board** – Kim Molin thanks Nancy Considine for her years of service and dedication to the South Hampton Board and welcomed Jim Kime to the School Board.

- e. **Finance**

- 1) **Audit Governance Letter** – Matt Ferreira shared a letter from Plodzik & Sanderson with only two findings on regarding the need for an additional signature on journal entries, which Matt Ferreira will now do in addition to Nancy Tuttle. Student Activity Deposits need to be done at least weekly. Ken Darsney has reviewed this with his staff. Kim Molin congratulated the school and business office on the success of the audit.

- f. **Facilities** – Matt Ferreira shared that the slide has been ordered and is expected to be installed by the end of the month as suggested by our insurance provider, Primex for student safety. Septic issues were discovered during the annual health inspection. Lee Knapp identified the blockage and it is now fixed. He also researched and got arsenic water filters at a much less expensive rate. The HVAC Preventative Maintenance contract has been reviewed. There have been concerns with the reliability of the company we have used. It is anticipated that a new company will be selected by the next Board meeting.

Matt Ferreira also spoke regarding the facility requests for a flag football team to use the fields for three practices this spring. The request was approved pending the Board's conditions would be followed as resolved last year. It was reported that Amesbury has approach SH for field use, but has not submitted a request for use to date.

Kim Molin inquired about the volume of use of the bathrooms in the gymnasium and whether there was a need for more pumping. Matt Ferreira reported that the issue was due to a blockage versus over usage.

7. Questions and Comments from Those in Attendance

8. Continuing Business

- a. Principal Search - Kim Molin and Dr. Sullivan gave an update and noted that all three Board members serve on this committee. There are site visits underway by three candidates this week. The process was reviewed and finalization of a candidate may take place next week, as a Board meeting is scheduled in case there is a need. A community member inquired if there was a community vote. Dr. Sullivan clarified that there was not. Kim Molin referred to the opportunity for parents to meet all three candidates during the site visits.

9. New Business

- a. Budget Transfers – Matt Ferreira reported specifically Pg. 1 Sal-Subs over budget by 2,740 due to unanticipated illnesses and absences that were unbudgeted for. Rent Equip due to copier allowances per copy overages and unbudgeted lease amounts; page 7 Ground, Undefined – over \$10,686 due to recommendations by Primex regarding safety and the Board's decision to purchase a new slide with \$5,000 from this line and \$5,000 for additional mulch on the playground due to safety concerns and recommendations by Primex; page 9 TRANS-OTH overage of \$3,199 to-date for transportation costs, expected to double by the end of the year due to homeless population and residency issues that should be resolved for next school year. A parent asked for clarification. Page 9 Health – under \$7,655.78 due to the budget being built based on last year's GMR, and the new rate was less.
- b. 2017-2018 Last Day of School – Ken Darsney explained snow days and time needed by the State of New Hampshire Department of Education. It was determined the last day of school would be a ½ day on June 22, with 8th grade Graduation on June 21 at 7:00 p.m. Jim Kime made a motion to pass the calendar as amended. Rebecca Burdick seconded. The motion passed 3-0.
- c. 2018-2019 School Calendar – Ken Darsney presented a calendar for review. Kim Molin noted the dates in the center column should be revised to match the X's for February and April vacations. Jim Kime made a motion to pass the calendar as amended. Rebecca Burdick seconded. The motion passed 3-0.

10. Policy – None

11. Other – Jacelyn Lungoren inquired regarding all day Kindergarten and Keno funds. Dr. Sullivan determined that a presentation would be done at the next Board meeting and the results of the last survey done would be included.

12. Signing of the Manifests – done.

13. Next Meeting Date: discussion was held and it was determined to be May 7, 2018.

14. Personnel

- g.** Nominations – Kim Molin made a motion to go into Non-Public Session at 7:34 p.m. under RSA 91-A:3 II (c).

Respectfully submitted by,

Dr. Ronna Cadarette
Assistant Superintendent