

SCHOOL ADMINISTRATIVE UNIT NO. 12
Office of the Superintendent of Schools
Londonderry, New Hampshire 03053

5 A concurrent meeting of the School Administrative Unit No. 12 School Board and the Londonderry School District School Board was held on **Tuesday, February 20, 2018** at 7:00PM at the Londonderry Town Office, Moose Hill Conference Room, 268B Mammoth Road, Londonderry, NH. In attendance were School Board members: Ms. Ganem, Mrs. Hendricks, Mr. Lekas, Mrs. Reilly and Mr. Young. Also in attendance were Superintendent, Mr. Laliberte, Business Administrator, Mr. Curro and School Board
10 Secretary, Lisa Muse.

1. Non-Meeting with Counsel

2. Call To Order: The meeting was called to order at 7:02PM by Mr. Lekas.

3. Pledge of Allegiance: The Pledge of Allegiance was led by Mrs. Reilly. Moment of silence for the
15 Florida school shooting victims.

4. Questions, Announcements and Presentations: Mr. Lekas reflected on the budget season in regard to the feedback on the SAU office lease. He talked about the additional research he has put into this. This subject has the smallest budget impact by far of the any of the items. It is less than half of one percent
20 of our overall budget – roughly three cents. The health and wellbeing of our employees is very important and a lease of \$650,000 ensures a safe, healthy environment. Researching further has shown that there is limited space throughout the town and the pricing is comparable and mostly higher. There is a misconstrued concept of the building – it is a big empty warehouse with steel rafters and cement floor. The District Office will be using their current furniture. Researching further showed that the District spends
25 \$445,000 on paper and ink and \$175,000 on toilet paper and cleaning products. It is very important to take care of employees and they are more important.

6. Citizen Presentation Regarding Alternative for District Office Space – Robert Slater: Mr. Slater explained that he tried to present this at the Deliberative Session and he appreciated the chance to
30 present here tonight. He was here for the interest of the community to get the District Office to have the building they long deserve without cutting the budget. He went over option A (Install 5760 square feet of Office Pods behind the High School, budget for a five-year plan) and option B (Approach the owner on reducing the square footage down to 5656 square feet instead of 10175). He looked at portables behind the High School and researched that for \$823,576 for five-year plan to fix a temporary situation and get this
35 building next door torn down and rebuilt to match the Town Hall and give the District Office 11,500 square feet of room. He has faith in the Budget Committee and the School Board. He was looking at alternatives to save some money so that we can put a new building next door within 5 years and save \$1-\$2 million over that time. He was involved in a lot of community projects and has been a resident for 30 years. Mr. Slater has owned a business in town for 33 years. He helped build the cable building, helped with the
40 weight room and donated all that. He coached at the high school for 18 years and he wants the best for the community. He felt a ten year lease it too much and thought it can be done in five. He tried to have the lease held off until after the presentation, but it was signed the next day or two. He spoke with Mr. Laliberte and the School Board. He has also met with Mr. Curro, Mr. Zappala and Mr. Lekas. They met for an hour and he was given all the details and the only thing he had a problem with was the ten-year lease.
45 It's a lot of tax payer money with no plan at this time to put a building plan together. He went over option B in more detail. The lease was signed on February 6th for a ten-year lease with an eight-month notice to terminate. His idea was to approach the owner of the building and reduce the square footage down to 5656 and instead of 10175. He questioned whether we could go into half the building and utilize a small staff

here at the present District Office. He has read the data and the reports on the CO2 and the levels and how they rise during the day. Can we get eight or nine people to stay in this building and utilize the space for conference meetings? He realized the space is small and he appreciated the sacrifices the District employees have made for years. However, he was trying to put this plan in and show the community we can put some tax savings in and while showing them we need this building. He was not here to cut the budget and realized we need the budget. The lease rate was set at \$12.09 and he would propose a lease rate of \$12.09 and negotiate the fit up not to exceed \$250,000. This number was with the tax abatement and now there was no tax abatement which changes the numbers of about approximately \$30,000/year. His goal was to put a three or four person building committee together right away with architects and go out to construction building managers. He would hope to have a warrant article on year 2 and start building a two story building approximately 11,500 square feet between years 3 and 4.

On his handout, Mr. Slater went over the numbers for a ten-year contract with two and four percent increases based on 10,175 square feet. He also went over the numbers for a five-year lease for 5656 square feet. If we could renegotiate with the owner for the five years and utilize this building, he would like to hear feedback.

Mrs. Reilly asked Mr. Slater when he learned about this lease situation. He said the 3rd week of January. He was not aware of the public hearings and it was brought to his attention. She appreciated the thoughtfulness and the hard work. She listened with an open mind and when this agenda went public she got a lot of calls. If she was the Chair she would not have allowed this presentation tonight. This has been in several papers and we have discussed a lot of these issues. She has had a lot of feedback and allowing this was not fair. She wished that Mr. Slater was here back in October and she felt comfortable that we have thought about a lot of these points.

Ms. Ganem discussed the opt out and we need to balance this with the need of our young learners. In regard to the abatement issue she mentioned that whether we get it or pay it from the school district it still comes out of the taxpayer's pocket.

Mr. Young mentioned that we had the public hearing before Christmas and why didn't you come then or before then. Mr. Slater mentioned that he tries to stay out of affairs and people approached him. He showed up at the Deliberative Session to get information and did more research. He read over the minutes to get up to speed. Mr. Young liked Option A and he didn't think of it behind the schools. He was thinking up in the fields behind this office. The problem with Option A is now that the lease is signed we are far into it. The one number Mr. Young would like to look at is if we compare Option B which is leasing half the space and utilizing space down here what is the cost savings of Option B vs the path we are on right now. Mr. Slater said that the five year with the buyout is \$1,232,464.73 compared to \$680,857 so approximately \$542,000 in five years' savings. That is the 5656 to 10,175 square feet. So if we had 5600 square feet at Kitty Hawk and 5600 square feet down here, Mr. Slater is assuming we are keeping this building open and heated so there are costs and keep the ownership of it and hope to build on it. Mr. Young asked Mr. Slater if he would sit down and discuss being on the Building Committee. Mr. Slater said he would sit down and discuss. Mr. Young mentioned that Mr. Slater's company did all the warehouses up on Pettengill Road.

Mrs. Hendricks thanked Mr. Slater for coming in and loves the involvement. She asked what if the bond fails because and we have to go out to the voters for the building and architectural fees, but what if it fails. There was no crystal ball and the taxpayers might not be as supportive of a bond and needs to be taken into consideration. When we go out to bond we have to have 60% of the vote. It is not a simple majority – it is tough to get passed. Mr. Slater felt that if we push the savings to the community and get it out to the people about the savings plan it would pass. In all good conscience, she cannot keep people in this building any longer. She does not want to keep anybody in this building.

Mr. Lekas mentioned that the savings assumes that everything will come perfectly into place. He felt that if we start to band aid the building we will be cutting into the savings. With everything on the horizon, he felt that we won't get 60% to vote. He appreciated the time Mr. Slater put into this, but he doesn't see the savings and he felt the building will become a money pit.

Mr. Laliberte mentioned that obviously saving the money was attractive. We looked at splitting the staff and its tough logistically. That was talked about as a last resort. He appreciated the initiative and creativity and wished they met earlier. Mr. Slater said it is just under 5600 square feet here and asked if we could live with 5600 square feet at Kitty Hawk for 3-4 years. Mr. Laliberte said we cannot guarantee that it is 3-4 years. He continued with looking at the CIP short term, we need to do something with Moose Hill and we are close to capacity at North School. On the CIP for the next five to six years out there was talk of another elementary school. The taxpayers will have a hard time supporting a new District Office if we are working on expanding existing schools.

Mr. Slater said at the end of ten years we will have spent \$2 million in a lease and we will have nothing.

5. Consent Agenda: Ms. Ganem made a motion to accept the Consent Agenda. Mrs. Reilly seconded the motion. The motion passed by a vote of 5-0-0.

5.1 Retirement(s):	Constance Biedrzycki	SPED Director	High School
	Toni Carballeira	Teacher	North School
	Joppa Frasch	SPED Assistant	Middle School
	Dianne Hammond	Teacher	North School
	John Martin	Custodian	Matthew Thornton/Moose Hill
	Victoria Stickney	Teacher	Matthew Thornton

There was additional retirement announced at the meeting:

5.2 Resignation(s):	Andy Soucy	Music Director	High School
	Haley Belley	SPED Assistant	Matthew Thornton
	Ben Byerly	SPED Assistant	High School
	Karen Lanchester	SPED Assistant	Middle School
	Jenny Norman	SPED Assistant	High School
	Marjorie Perry	Dining Services	High School
	Sharon Putney	Principal	Matthew Thornton
	Brady Wall	SPED Assistant	Middle School

5.3 Minutes: January 9, 11 and 16, 2018; February 9, 2018

5.4 Meetings:	March 8, 2018	Non-Public Session	7:00PM	School Board Room
	March 13, 2018	Election Day	7:00AM-8:00PM	LHS Gym
	March 20, 2018	School Board	7:00PM	Town Offices
		Reorganization		

7. Committee Reports

7.1 Student Council – Tyler Cullen: The Winter Workshop for the district student council was held on February 14, 2018 at Exeter High School. Workshops centered on teen dating and relationship violence. The Student Council is currently planning a “Spring Semi.” We are currently looking at March 9 as a tentative date. We are hard at work planning the event, and the general sentiment around school seems to be that students are receptive toward a spring dance, so we’re hoping for a successful event. The Executive Board is now preparing its applications for the Gold Council of Excellence and the Honor Council recognition.

7.2 Teacher Liaison – Mary Wing Soares: Moose Hill: Moose Hill Kindergarten classes have been collecting food items to donate to St. Jude’s food pantry. Their goal is 100 items per classroom by 2/22. They have surpassed that goal in every room thanks to their generous parents and staff. They will be

donating over 800 items to the food pantry. **Matthew Thornton:** The PALS program sponsored a breakfast and Valentines sale for staff on February 2nd. The 3rd grade classes took a field trip to the McAuliffe-Shepherd Museum last Friday, 2/16 and had a great time. Today, 2/20, their fifth grade has a special PTA program which featured the Boston Museum of Science “Animal Adaptations.” They had live animals and lively discussions with the students. Additionally, today the 4th graders enjoyed a visit with Gail Guertin, a sled dog musher. This extended the classroom discussion on the Iditarod. This Friday, 2/23, will be Londonderry pride day at Matthew Thornton. Everyone is looking forward to the winter break coming up next week. **Middle School:** Through our wellness day fundraiser at the beginning of the year when our learners did their walk a thon the middle school raised enough funds to purchase two filtration system water bubblers. One has been installed in the 6th grade hallway and in just a month the six grade has saved 1524 plastic water bottles from being added to the waste in our country. The middle school will sponsor a viewing of the movie Screenagers for parents, students and staff Thursday, March 15th at 7pm. Last week was spirit week at LMS. From crazy sock day, pajama day, dress to impress day, crazy tourist day and team spirit day, learners across the grades showed their spirit and had a good time while attending to their studies. On Friday, teams competed against each other in some innovative games presented by the wonderful Physical Education staff at the middle school. After School activities included a dance a thon featuring the stylings of the high school volunteers who came down to teach the middle schoolers some dance floor moves, bingo, which brought out a crowd almost as large as the senior bingo during Old Home Day week and floor hockey. The school would like to thank Mr. Lekas for sharing his talent as DJ extraordinaire. As part of spirit week, the kindness club members placed stickers on every locker, teacher’s doors or desks, custodian room, dining service area and secretary’s desks. The stickers were comments of encouragement, affirmation and kindness. The book fair was held a couple of weeks ago. The staff and students would like to thank the PTO for the outstanding job they did in running it. Over \$5,000 in books were given to classroom libraries.

7.3 School Board Liaison Reports: Mrs. Hendricks mentioned that she was appointed to board of directors of the New Hampshire School Board Association and they had their first meeting on 1/20/18. She went over the new staff and the details of discussion at their meeting. There will be a C3 meeting tomorrow at 4:00PM and the topic is Argumentation throughout our K-12 curriculum. Mrs. Reilly thanked all the administrators since this is her last school board meeting. She enjoyed her time for the six years and she has treated this as a job.

8. Deliberations

8.1 Response to Board questions on College, AP, and Dual Enrollment Credits – Dan Black: He went over the packet that included more details on how the current Dual Enrollment and Advanced Placement classes translate into higher education for student. Some colleges may award credit and he has included attachments and examples.

8.2 To see what action(s) the Board will take regarding the first reading of Policy IMBD 7th and 8th Graders Earning High School Credits: Mr. Black talked about 7th and 8th graders earning credits. He went over the wording that was presently in the policy and any changes or concerns should be noted as this was the first reading. Mrs. Hendricks asked about the pass/fail as it doesn’t reflect on the GPA. Mr. Black mentioned that the point was to allow kids to take advanced classes. There was not a grade because it might not transfer well. Mrs. Hendricks was not a fan of the pass/fail due to rigor. Mr. Black said the competency and assessments need to be the same. She would like to see data as it related to rigor at the High School. She was not convinced the rigor at the Middle School was the same as the High School. She will talk to Mr. Black offline. Ms. Ganem said we currently have kids going through Algebra I in the 8th grade and then Algebra 2 as a freshman. Nowhere on the high school transcripts does it show it. Algebra 1 with a pass/fail would show that he took it and achieved the standards and she felt it indicated a kid who was motivated to do higher work. She was comfortable with it not effecting the GPA and it

afforded him the opportunity to take more classes moving along. Mrs. Hendricks mentioned that a passing grade is a 60. Mr. Black said if the kid was doing well and the kid showed they are competent then they would move on but, if they barely pass then they could take Algebra I again in High School. Mr. Young mentioned this policy was online at www.londonderry.org for anybody that wanted to look at it. *Mr.*

5 *Young made a motion to approve the first reading for Policy IMBD High School Credit for 7th/8th Grade Coursework and IMBD-R Regulation for High School Credit for 7th/8th Grade Coursework. Ms. Ganem seconded the motion. The motion passed by a vote of 5-0.*

8.3 **To see what action(s) the Board will take regarding a proposed calendar for the 2018-2019 school year:** Mr. Laliberte went over the draft of the 2018/19 calendar and mentioned it corresponds with the vocational/technical centers in the surrounding areas. If the current calendar were moved forward, we would begin the New Teacher Workshops on August 20th and August 22nd would be the first day for teachers and the first day of school for students would be August 27th with no school on Friday, August 31st. The 6th of November would be a teacher workshop which would be midterm elections. It was the same as last year with faculty in for training. We wrap up on the 180th day which is on June 13th. The shaded area was the ten days for potential snow days. Mr. Young mentioned that Old Home Days was from August 16th – 19th. The first day of school is Monday, August 27th, 2018 and the last day could be June 27th, 2019 so plan vacations and reservations accordingly. Mrs. Reilly doesn't understand why we have to have the day before Thanksgiving off every year. She doesn't understand why we have days off for parent conferences in this day and age. She would like some type of extension of a school day by a few minutes every day to add and shorten this window in June.

Mr. Young said in regard to teacher conferences, this came up with the Union and he expressed an interest that people need to come earlier/later in the day, but there are people that need to come later in the day when they are not working. Mrs. Reilly said our staff goes above and beyond to accommodate parents for conferences. Mrs. Hendricks agreed that there has to be a better way to manage the calendar and school day and moving forward she would like to work with the Union. Ms. Ganem said she would like to create some other options for parents. *Ms. Ganem made a motion to accept the 2018/2019 Londonderry School District Calendar. Mrs. Hendricks seconded the motion. The motion passed by a vote of 5-0.*

8.4 **To see what action(s) the Board will take regarding grant application for security and infrastructure improvements:** **Chuck Zappala:** He was looking for permission to submit grant applications for three projects: North School – roof cover coating on the 2006 addition, High School – visual flashing exterior indicators when the school is in lockdown and High School – classroom door lock upgrades. The two High School projects will be pilot projects and if the funding becomes available next year we would use that to try and secure funds/grants to do additional work district wide at the other schools. Part of the application process was obtaining permission from the Board to submit these applications. *Ms. Ganem made a motion to allow Mr. Zappala to put in a grant application for security and infrastructure improvements. Mrs. Hendricks seconded the motion. The motion passed by a vote of 5-0.* Mr. Young thanked Senator Carson for making us aware that the funds were available and to apply.

8.5 **To see what action the Board will take regarding new information on the lease on the District Office at 6A Kitty Hawk Landing:** Mr. Lekas mentioned that we are tabling this for the night and a public meeting will be held on February 22nd at 4:30PM in the School Board Meeting Room. He reiterated that this is a public meeting.

9. Superintendent's Report

9.1 **2nd Quarter Financial Report – Peter Curro:** Mr. Curro discussed the General Fund and mentioned that if everything goes as planned we should have a Fund balance of \$200,000 to \$250,000. That is ignoring the open issue with the Town on how to resolve the issue in regard to the School property tax collection which is still an outstanding issue. Anything other than the school receiving 100% of what it expects to receive will have an effect on the fund balance projected. We didn't need to take care of this as

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soon as possible but now that we are approaching April, it is probably one of the things the new Board would want to tackle it. This would be good to know as we write the third quarter. He went over Table 1 and mentioned that Medicaid is always the wildcard. Expenditures are doing ok and at the moment there is a \$200,000 open PO for tuition out of district placement for special education and with that the line it is running on target. Mr. Curro said don't be fooled by the warm temperatures because the model is showing a white and wet March. As of right now, June 20th is the last day of school. The average snow days is five and we have used five. Mr. Young asked about the \$400,000 issue with the Town because he doesn't see it in the memo. Mr. Curro said we have committed \$150,000 for capital reserve for equipment for next year.

10 **10. Non-Public Session: Non-Public Session requested under RSA 91-A:3, Section II (b) and (c). Please see attached Confidential Memorandum. *Mrs. Hendricks made a motion to move into Non-Public Session as requested under RSA 91-A:3, Section II (b) and (c). Mrs. Reilly seconded the motion. The motion passed by a roll call vote.***

15 **11. Adjournment**

The meeting was adjourned at 8:47PM.

Respectfully submitted,

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Lisa Muse
School Board Secretary

Londonderry School Board
Non-Public Minutes
Tuesday, February 20, 2018

5 PRESENT: Board Members: Ms. Ganem, Mrs. Hendricks, Mr. Lekas, Mrs. Reilly and Mr. Young
Superintendent of Schools: Mr. Laliberte
Assistant Superintendent: Mr. Black
Director of Business Administration: Mr. Curro
Director of Human Resources: Mrs. Swenson

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Mrs. Hendricks moved, seconded by Mrs. Reilly and passed unanimously (5-0) to enter non-public session under RSA 91-A:3, Section II (b) and (c) at 8:49PM

15 Mrs. Hendricks moved, seconded by Ms. Ganem and passed unanimously (5-0) to approve administration's recommendation for teacher re-nominations

Ms. Ganem moved, seconded by Mrs. Hendricks and passed unanimously (5-0) to approve administration's recommendation for Allied Health re-nominations

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Ms. Ganem moved, seconded by Mr. Young and passed unanimously (5-0) to approve administration's recommendation for a teacher non-renewal

25 Mr. Young moved, seconded by Mrs. Hendricks and passed unanimously (5-0) to approve administration's recommendation for athletic co-curricular recommendations

Mrs. Hendricks moved, seconded by Ms. Ganem and passed unanimously (5-0) to approve administration's recommendation for a psychologist

30 Ms. Ganem moved, seconded by Mrs. Hendricks and passed unanimously (5-0) to approve administration's recommendation for a leave of absence request

Mrs. Hendricks moved, seconded by Ms. Ganem and passed unanimously (5-0) to exit non-public session at 9:06PM

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Mrs. Hendricks moved, seconded by Ms. Ganem and passed unanimously (5-0) to adjourn public session at 9:06PM

40 Respectfully submitted,

Scott A. Laliberte
Superintendent of Schools