

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, April 3, 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, Mr. Saucier and Mr. Young. Also in
attendance were Superintendent, Mr. Laliberte, Business Administrator, Mr. Curro and School Board
10 Secretary, Lisa Muse.

1. **Call To Order:** The meeting was called to order at 7:00PM by Ms. Ganem.
2. **Pledge of Allegiance:** The Pledge of Allegiance was led by Mr. Dutton.

15 Ms. Ganem mentioned that she has received several emails about snow days and assures
everyone that it is on our radar and before the administration can make any plan it must have academic
benefit. Teachers input is valuable and options will be explored. She encouraged people to attend the
next C3 Meeting on May 9th at 4:00 in the High School library as this will be discussed.

20 **3. Questions, Announcements and Presentations**

20 **3.1 Washington DC Trip Update – Rich Zacchilli:** This is the 20th annual 8th grade trip.
For the first time, to recognize 20 years of travel, the US flag will fly over the Capitol on Wednesday,
April 18th when they tour there. The trip will run from April 17th – April 20th and include Philadelphia.
When visiting Arlington Cemetery, they will place wreaths on the gravesites of Peter Sohm and Blake
Marston. There will be a parent meeting on April 10th at 7:00 in the Middle School Gym. They will be
25 leaving from the High School and Middle School at 5:30AM. The local churches provide a bagged
breakfast for everybody. There are 270 students and 31 chaperones. Eighty-three percent of the 8th
grade class will be attending. This is consistent with past years. The students who do not go on the trip
will be touring the New Hampshire Capitol, the Veterans Cemetery and working at school. Some
students don't wish to go, and others cannot go due to behavioral or academic issues. Nobody is not
30 going due to financial issues. There are 30 students on scholarship. The price of the trip is \$730 and
that is an all-inclusive price. Brightspark will be in constant contact with the group in regard to
Washington DC security. Mr. Young asked if this is the first year visiting the State Capitol and Mr.
Zacchilli said it was. He asked if the reason 15% don't go on the trip is because they are not
comfortable travelling and Mr. Zacchilli confirmed this. They will daytrip from the Middle School.

35 **3.2 Emergency Operations Planning Information - Jenn Ganem:** Ms. Ganem mentioned
that we have an active planning team that meets 2 times a month to implement plans. The team consists
of administrators from each school, District Office, Police and Fire. There will be a public presentation
in the next few months. Mrs. Hendricks asked if that will include a complete audit of our security in the
District. Mr. Laliberte said the Emergency Operations Planning group does this on an ongoing basis and
40 we will include summary. Mr. Curro said we are wrapping up our second year and we will highlight
what has been discussed. We have made great strides on planning and facility improvements. We are
on the list to receive the grant we talked about and have done a number of security improvements. In
June, we will go over this.

- 45 **4. Consent Agenda:** *Mr. Hendricks made a motion to accept the Consent Agenda, Mr. Lekas
seconded the motion. The motion passed by a vote of 5-0.*

4.1 **Retirement(s):** Kathy Horohoe Teacher Matthew Thornton
 Sharon Cornelissen Teacher North School

4.2 **Minutes:** March 20, 2018

50 4.3 **Meetings:** April 17, 2018 Regular Meeting 7:00PM Town Offices

May 8, 2018	Regular Meeting	7:00PM	Town Offices
May 22, 2018	Regular Meeting	7:00PM	Town Offices

5. Committee Reports

5 **5.1 Student Council – Tyler Cullen:** The Student Council is working on its Honor Council application. We'll be sending that out shortly. The Special Olympics are being held on May 5. The Spring Semi will be taking place on April 14. Ticket sales are happening this week in all lunch periods. If anyone in the audience is interested, stop by the table in the cafeteria. Elections for board positions in the Student Council will be happening at the end of April or beginning of May.

10 **5.2 Teacher Liaison – Mary Wing Soares:** South School will present Roger and Hammerstein's Cinderella Friday, April 5th at 7pm and Saturday, the 6th at 1pm at South School. **From the high school:** Congratulations to the five LHS students who participated in the Rotary Speech Competition Saturday, March 24 which is open to students from LHS and Pinkerton Academy: Erika Tillis, Maxwell Tsekrekas, Ashley Lynch, Abi Whitcomb, and Jahlan Finney. Winning First place was Erika, Second place was Ashley, and Third place was Maxwell. Erika will now advance to the District competition. All five did an outstanding job and represented Londonderry well! The LHS Drama club will present The Little Mermaid Thursday, April 5th, Friday, April 6th and Saturday, April 7th at 7pm. They are inviting all youngster to come in their PJ's on Friday night and dressed as their favorite Disney character on Saturday for the matinee at 1pm.

15 **5.3 School Board Liaison Reports:** Mrs. Hendricks mentioned that the Board of Directors met on March 21st. The topics discussed were full funding for special ed and concerns about Betsy DeVos and the laws governing public education. They also discussed the concern about the budgetary impact of SB193. The next meeting is May 16th. Mr. Black mentioned that technology was the topic at the C3 Meeting. They shared what is going well and what we want to do better. Kendra McCormick, IT Director will come back in September with more in depth of where we want to head and the benefits for students and staff

6. Deliberations

30 **6.1 To see what action(s) the Board will take regarding a decision on property tax / revenue shortfall issue. Peter Curro:** Mr. Curro mentioned that the revenue shortfall for the Community is \$607,000. This needs to be fixed before June 30th. The School portion is \$440,000 (local and state property tax). This amount is owed to the District and was not collected. Mr. Lekas views the town is the entity that collects the money and then pay the bill. The school is the largest bill so the Town felt the School should come up with the mother load of the discrepancy.

35 Mr. Young felt that the community has one pair of hands. It was an unfortunate situation that this \$607,000 shortfall occurred. His concern was that the District is in its infancy of our fund balance. We were allowed to do that three years ago and it is at \$402,810. He doesn't feel we should dip into that at all. The Town has a much larger fund balance to deal with situations like this. However, as the Town Council liaison he understood they felt the District should absorb \$225,000. We don't have to come up with that money, they just won't provide us with that money. It would have to come out of the budget this year or items would have to be carried over next year and be absorbed. He was not interested in getting into a discussion/argument. The Town was not a customer/vendor of his and to him it is time to get this over with.

40 Mr. Curro clarified that Attorney Graham felt that in his belief the rules governing our undesignated fund balance probably would not allow us to use the money for this purpose. The Town collects all the money for the town/school and the county and then we give the town the cash flow statement how much money we need to provide operations. There is an RSA that states the Town must turn over funds for the School to operate. The Board has the authority, on behalf of the School District, to expend whatever the approved budget is. Mr. Curro advised the Board not to go into a deficit.

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Mrs. Hendricks asked about the Town surplus. Mr. Curro mentioned that the fund balance as of 6/30/2017, the Town had \$8,889,000. They committed \$3 million and they expect to have a growth of somewhere between 0 and \$1 million from operations this year. Mrs. Hendricks reiterated that the Town made the mistake and they want us to pay \$225,000 for their mistake. Mr. Curro has not been given the justification of the \$225,000 amount. Mr. Lekas was told the justification was because we spend a majority of the money. Mrs. Hendricks was disappointed that the Town has not fessed up to this mistake and she was not willing to put any money on the table.

Mr. Saucier asked if we did run in a deficit this year if we had to make it up next year. Mr. Curro said not necessarily. The problem comes in for the longer range somewhere along the line in the next five years the District will be looking to issue a bond for some project and the one issue that pops up from Moody's when that happens was the inability for the District to obtain any surplus and this adds risk to the financial picture. If we dip in now and take \$100,000 out of the fund and if we floated a note he guaranteed this was going to be a discussion. Moody's rates surplus pretty important.

Mr. Curro said it has taken three years to get our fund balance. The max we can put in the fund is just over \$1.5 million according to the RSA. Mrs. Hendricks would not want to take \$225,000 out of the fund or the operating budget and her feeling was we should talk about \$440,000.

Mr. Curro said it looked to him that \$300,000 would be the year end surplus and \$150,000 was committed for equipment capital reserve. The extra \$150,000 could be used to reduce next year's taxes or could be added to the undesignated surplus.

Ms. Ganem said we could contribute to this tax shortfall but it would be the second year we couldn't contribute to our undesignated fund or it would be a minimal amount. ***Mrs. Hendricks made a motion that we contribute zero to the property tax revenue shortfall. Mr. Lekas seconded the motion. The motion passed by a vote of 4-1.***

7. Superintendent's Report

7.1 Update on Portables - Peter Curro and Chuck Zappala: We are finalizing the contracts we received for the installation of the modular classrooms at Moose Hill to open up next year. Both contracts have given designs and want to start fittings during April vacation. In talking to both companies, it looks sure that in order to make sure the classrooms are available for opening day they need to be constructed on campus before the end of school. They are pushing for a Friday as Moose Hill and LEEP are not there and half the building will be vacant. Inspections may not be ready if we do not start early.

Mr. Zappala mentioned that we have seven different proposals and configurations. He will narrow it down in the next couple of days and once the final footprint is decided the footings will go in over April vacation. Four units approximately 12 feet by 60 feet will be delivered by mid to late May. Assembly will start a few days after that. By the end of May/early June then we are our own general contractor. We need to build the enclosed connector/electricity/sewer/fire/plumbing/phone/data and that is on us. The goal is that everything be done by August 1st and then they can get fit up for the teachers.

Mrs. Hendricks asked if this will restore the library and Mr. Curro said yes.

Mr. Zappala said we want to go as big as we can without having to do a lot of site work. There will be two full size classrooms each one with a bathroom and that will free up space in the main building. Mr. Young asked if these are for regular ed. Mr. Zappala said the intent is for two kindergarten classrooms. Mr. Young has concerns that we will have these for a while to go and asked if Mr. Zappala has taken into account the growth. Mr. Zappala said two more could be added for 4 total 1200+ square foot classrooms. Mr. Zappala said we would lose some parking about 16 spaces. Where would we grow if we needed more. Mr. Zappala said we could continue on the left side of the building with some site work. Mr. Young confirmed these will be the enclosed concept and these will not have breezeways and they will be enclosed and there are no fire regulations. Mr. Zappala said as long as they are sprinkled they can butt right up to the building and he confirmed these will have sprinklers.

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5 **7.2 Facilities Study Committee Introduction - Scott Laliberte:** Mr. Laliberte introduced the concept that they are working on. We are going to be moving ahead with this within the next couple of weeks to assemble a committee. The outcomes are highlighted. There are a lot of variables and many are related to the program. They are trying to come out with a list of options and went over the
10 timeline and he would like to present to the Board. The target is the first meeting in October. He mentioned that functional capacity is the primary variable. The committee will be looking at what programs are needed and in what space. There will be two work groups: physical plant and program analysis work group. They will present to the main study committee. Mrs. Hendricks asked if we are expecting NEASC back. Mr. Parent said yes in the Fall of 2021. This committee was critical of our
15 lack of auditorium. The initial work is to Moose Hill and the elementary schools, but Mr. Laliberte said it is a natural progression. Mr. Young reminded Mr. Laliberte that he would like more information of students in the 3-6 year range. Mr. Laliberte said that will be part of the next meeting.

15 **8. Non-Public Session: Non-Public Session requested under RSA 91-A:3, Section II (b) and (c).** *Mrs. Hendricks made a motion to move into Non-Public Session requested under RSA 91-A:3, Section II (b) and (c). Mr. Lekas seconded the motion. The motion passed by roll call vote.*

9. Adjournment

20 The meeting was adjourned at 7:58PM.

Respectfully submitted,

25 Lisa Muse
School Board Secretary

Londonderry School Board
Non-Public Minutes
Tuesday, April 3, 2018

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

10 Mrs. Hendricks moved, seconded by Mr. Lekas and passed unanimously (5-0) to enter non-
public session under RSA 91-A:3, Section II (b) and (c) at 8:00PM

15 Mrs. Hendricks moved, seconded by Mr. Saucier and passed unanimously (5-0) to approve
administration's recommendation for summer school LIFT teachers and support staff

Mr. Lekas moved, seconded by Mrs. Hendricks and passed unanimously (5-0) to approve
administration's recommendation for a nurse

20 Mr. Lekas moved, seconded by Mrs. Hendricks and passed unanimously (5-0) to approve
administration's recommendation for special education high school administrator

25 Mr. Lekas moved, seconded by Mrs. Hendricks and passed unanimously (5-0) to approve
administration's recommendation for an out-of-district placement

Mr. Lekas moved, seconded by Mrs. Hendricks and passed unanimously (5-0) to exit non-public
session at 8:32PM

30 Mr. Lekas moved, seconded by Mrs. Hendricks and passed unanimously (5-0) to adjourn public
session at 8:33PM

Respectfully submitted,

35 Scott A. Laliberte
Superintendent of Schools