

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 18, 2017** 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, Mr. Lekas, Mrs. Reilly and Mr. Young. Also in attendance were Superintendent, Mr. Greenberg, Business Administrator, Mr. Curro and School Board Secretary,
 10 Lisa Muse.

1. **Call To Order:** Mr. Lekas called the meeting to order at 7:00PM

2. **Pledge of Allegiance:** The Pledge of Allegiance was led by Mr. Clark.

3. **Questions, Announcements and Presentations:** Mr. Lekas discussed the Veterans Loyalty Day in Hudson on May 5th at 7:00PM. The Board and all guests are invited.

4. **Consent Agenda:** *Ms. Ganem made a motion to accept the Consent Agenda. Mrs. Reilly seconded the motion. The motion passed 4-0-0*

4.1 **Retirement(s):**

Sara Blanch	Teacher	Matthew Thornton
Karen Olmstead	Office Assistant	High School
Jo Oswald	Technology Trainer/ Integrationist	District Wide

4.2 **Resignations(s):**

Robert Breithaupt	SPED Assistant	Middle School
--------------------------	-----------------------	----------------------

4.3 **Minutes:** **March 30, 2017 and April 4, 2017**

4.4 **Meetings:**

May 2, 2017	Regular Meeting	7:00PM	Town Offices
May 16, 2017	Regular Meeting	7:00PM	Town Offices
June 1, 2017	Adult Ed Graduation	6:30PM	LHS Café
June 6, 2017	Regular Meeting	7:00PM	Town Offices
June 9, 2017	High School Graduation	7:00PM	Verizon Wireless Arena
June 20, 2017	Regular Meeting	7:00PM	Town Offices

5. **Committee Reports**

5.1 **Student Council – Carolyn Hill: NONE**

5.2 **Teacher Liaison – Mary Wing Soares: South School:** Laura Lee reports that South School 4th Grade KEY had their Images of Greatness Evening recently. They are looking forward to hosting schoolmates and friends from the local senior living center, next Wednesday at their KEY Showcase Event. 4th graders will dress in character and show off their Images of Greatness projects. 5th graders will be decked out in their Greek wear as the show off their mythology knowledge. Should be a fun community event. **From Leslie Shilling:** It's time for something different! To celebrate National Library Week and the transformative power of libraries, third, fourth and fifth graders at South School will experience the latest innovation in education called BreakoutEDU, where learners use

teamwork and critical thinking to solve a series of challenging puzzles in order to open a locked box. Decidedly low-tech, BreakoutEDU is designed to foster collaboration, communication, creativity and critical thinking in our learners. They are provided many opportunities to “fail forward”. Every unsuccessful attempt to open a lock forces the players to try again, thereby cultivating grit. Source: BreakoutEDU.com. Jodi Daron reported that she is very proud of Melanie Lantagne's class, as well as her own, who created their Access Center news casts reports on POP! They had to write about and do some research on an area of their lives where they have faced challenges and overcome failures to succeed. They were to write about something they were passionate about, which kept their interest levels very high. Mrs. Daron's class presented at the access center, and they were very well prepared. Mrs. Lantagne's class will present on Friday. **LMS:** The 7th grade Cyclone class is going on two field trips this week. Tuesday is a play in Concord to see the Lighting Thief and Friday they will be going to the Lowell Mills. It is unusual to schedule two in one week, but the play is a reschedule from the fall, when another was cancelled. The Concord field trip connects to Language Arts and Social Studies. Lowell Mill connects to all disciplines. The Cyclone team also had a student present at New England League of Middle Schools this year. Prior to leaving for their long awaited field trip to Philadelphia and Washington DC, the 8th grade learners participated in CU4Reality on Monday. LMS partners with St Mary's Credit Union and Service Credit Union to create a financial literacy program. Learners study career interests as part of our College and career initiative and then in Math class work on a life budget based on their wages or salary. They then spend a few hours in the gym going from vendor to vendor renting an apartment, purchasing a car, leasing a phone etc. Credit personnel counsel them on the fiscal responsibility of saving money or spending over budget. This is a wonderful real life experience that is considered very impactful by both students and faculty alike!

5.3 School Board Liaison Reports: NONE

6. Deliberations

6.1 To see what action(s) the Board will take regarding the Adult Education Grant Proposal for FY2017-2018 – Amity Small: This is the proposal to the State for the funds for the Adult Education program. They have made a change this year and it has a competitive nature. The proposal is what we want and we need to defend the amount and then we negotiate. The final number will be provided at the June 20th meeting. Over the past ten years, \$50-60,000 has been given so she went with a proposal of \$55,000. The proposal amounts cover technology, instruction materials, supplies, food, and advertising/graphic art. Mrs. Reilly asked if the procedure is different this year due to the new commissioner. Mrs. Small thought the State wants a more formal process and to be more accountable. They provided a template and want to see effectiveness. The template showed the number of graduates and how money has been spent in the past with effectiveness. Mrs. Reilly thought we should show statistics. Mrs. Small said the information is put into the database. Mr. Young is comfortable with the information and it gives a little background. He said years ago, the program of studies went from 20 credits to 24 and the district had made a mistake in a way and put ourselves in a situation where everybody needed the 24 credits and everybody could not do that. Mr. Parent came up with this concept of adult ed and it was not mandated by the State. Years later, the State provided an unfunded mandate that students must remain in school until 18, but wouldn't provide funding. Then a couple years after they provided this program to give a grant. We need to recognize that this began from the state government as unfunded mandate and then put in the grant system and he worries that they will take this away. If so, Londonderry will pay for it. He hoped they are not deciding to pull back and give assistance to all students. *Mr. Young made a motion to apply for the grant which we pray will be*

approved for \$55,712.34 for the Adult Ed 2017-2018 school year. Mrs. Reilly seconded the motion. Motion passed 4-0-0.

6.2 To see what action(s) the Board will take regarding the School District General Insurance and Workers Compensation Insurance Proposal – Peter Curro: The administration is recommending the approval of insurance premium renewals from Davis and Towle for property liability and workers comp. This was approved last year after the demise of Property Liability Trust. Davis and Towle has surpassed our expectations. We are very comfortable with this recommendation and services for all lines of coverage. The premium cost sheet in the packet for property liability is level and workers comp is coming down about \$20,000. This is a one-year renewal then we will ask for two-year renewal. *Mrs. Reilly made a motion to approve the School District General Insurance and Workers Compensation Insurance Proposal as presented by Peter Curro with Davis and Towle in the amount of \$232,040 (property liability and casualty insurance with the student rider) and Workers Comp Insurance in the amount of \$288,702. Ms. Ganem seconded the motion. The motion passed 4-0-0.*

6.3 To see what action(s) the Board will take regarding the Proposed School Board Calendar August 2017 to March 2018: Mr. Laliberte talked about the proposed calendar and mentioned it was built off of the current year calendar. These meetings will take us through the School Board Reorganization. Mrs. Reilly asked if the election day is the first Tuesday of November and not November 14th. *Ms. Ganem made a motion to accept the proposed school board meeting calendar from August, 2017 to March, 2018. Mr. Young seconded the motion. The motion passed 4-0-0.*

6.4 To see what action(s) the Board will take regarding the Proposed School Board Liaison Committee List: Mr. Greenberg mentioned that we should have a second person on the budget committee, town council and planning board due to conflicts. Mrs. Reilly agreed that we should have backup for the planning board. Mrs. Reilly took budget committee and Ms. Ganem will be the second person for the town council.

7. Superintendent's Report

7.1 3rd Quarter Financial Report – Peter Curro: He discussed that the General Fund is running really tight and has not changed especially with the addition of extra teachers due to increase in enrollment. They discussed snow removal off of the roofs and year end contractual obligations. The revenue will at best break even. The overall revenues should come in around \$44,000 below target. The expenditures side is running very tight. We have frozen all discretionary funds. There are restrictions on substitutes. It is pretty much ask and if necessary we allow. Annual operations at the end of the year will probably have very little fund balance. One of the year-end adjustments for the FY16 audit was to reserve the pre-paid costs associated to the IT wireless special project. Those funds (\$100,000) will come back as a year-end adjustment to fund balance. The use of fund balance at end of year is stagnated. The ballot had two articles – equipment capital reserve and sped trust and we are required to use the fund balance for these two articles. Table I displays the current balances of all accounts and Trusts outside the general fund as of February 2017. In addition to the Trusts and CRF's, the School District has in its unassigned fund balance \$402,810. Table II shows all the projected revenues for year-end June 30, 2017. It is very difficult to determine the amount of funds the District may receive for Medicaid reimbursement at this time.

Table III highlighted the significant, unfavorable balances with a brief explanation. Substitutes were not on there and they will come \$50-75,000 over budget (regular and special ed). Mr. Curro mentioned that as the weather gets better we have a little more request for subs at the end of the year. Mr. Greenberg mentioned that we also had a number of people with illness during March which contributed. Mr. Young

asked about the expenditure report. He mentioned that at another meeting there are a number of items in deficit, some in a major way, and he would like explanations for those. He understood Grounds was probably snow. He was looking for why budget availability for computer/software is a negative \$200,000 and why the insurances on employment burden costs are down \$275,000. He would like more detail for the public. He was sure many have explanations. Food service will come near break-even give or take \$10,000. Keep in mind we had seven snow days. An average day is \$3,000-\$4,000, but when you get to June you aren't buying you are running off of inventory. The Middle School is running extremely well. Next years focus will be elementary schools and trying to figure out why we had the drop off.

7.2 February and March Enrollment Reports – Nate Greenberg: The packet includes two months' worth of enrollment information. Looking at March, we had plus 91 over last year. The influx of students during March were basically at the Middle School and High School. Mr. Young discussed the towns formula that is used when new developments are built. He thought we need the discussion again about when a home is built vs an apartment and how many students that will bring in especially at Woodmont Village. Mrs. Reilly said in a recent planning board meeting the subject on the agenda was the growth management ordinance. Mr. Dolan explained from the Town Council the proactive measures that various groups in Town take to manage our growth. He cited many examples, but she felt there is still a lot of confusion. Mr. Vogl has talked to the school board several times and has told folks that the School District works very closely with the Town to manage our growth. She agreed with Mr. Young that there is a lot of concerns around how do you know. The State provided ways to measure and patterns of new homes going up. She felt it would be helpful to continue to educate not just our public but also other Boards. She discussed the CIP plan and she wanted to make sure people are getting the right information, but we do have methods and calculations. We should reach out to members of the press so that residents can get the information if not watching on the television. She was surprised at how confused the planning board was after years of meetings. She felt we communicate well, but we need to continue and make sure the Town is updated and know we are doing everything we can to be proactive and stay ahead. Mr. Reed Clark asked what is the major issue on the planning board this Wednesday. Mrs. Reilly said she does not have that information yet. He mentioned that since 1989, this is the fewest number of people he has seen at the meeting.

8. Non-Public Session: Non-Public Session requested under RSA 91-A:3, Section II (b). Please see attached Confidential Memorandum. *Mrs. Reilly made a motion to go into non-public session requested under RSA 91-A:3, Section II (b). Mr. Young seconded the motion. Motion passed by roll call vote.*

9. Adjournment:

The meeting was adjourned at 7:55PM.

Respectfully submitted,

Lisa Muse
School Board Secretary

Londonderry School Board
Non-Public Minutes
Tuesday, April 18, 2017

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

10 Mrs. Reilly moved, seconded by Mr. Young and passed unanimously (4-0) to enter non-public session under RSA 91-A:3, Section II (b) at 7:57PM

15 Mrs. Reilly moved, seconded by Mr. Young and passed unanimously (4-0) to approve administration's recommendations for adult education summer school faculty and support staff

Mrs. Reilly moved, seconded by Ms. Ganem and passed unanimously (4-0) to approve administration's recommendation for a Middle School Assistant Principal

20 Mrs. Reilly moved, seconded by Ms. Ganem and passed unanimously (4-0) to approve administration's recommendation for an Out-of-District/Court Facilitator

Mr. Young moved, seconded by Mrs. Reilly and passed unanimously (4-0) to approve administration's recommendations for two leave of absence requests

25 Mr. Young moved, seconded by Mrs. Reilly and passed unanimously (4-0) to exit non-public session at 8:20PM

30 Mrs. Reilly moved, seconded by Ms. Ganem and passed unanimously (4-0) to adjourn public session at 8:21PM

Respectfully submitted,

35 Nathan S. Greenberg
Superintendent of Schools