

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, June 20, 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, Mrs. Hendricks, Mr. Lekas, Mrs. Reilly and Mr. Young. Also in attendance were Superintendent, Mr. Greenberg, Business Administrator, Mr. Curro and School Board Secretary, Lisa Muse.

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1. **Call To Order:** The meeting was called to order at 6:00PM by Mr. Lekas.
 - 15 2. **Non-Public Session:** **Non-Public Session requested under RSA 91-A:3, Section II (b), (c) and (d).** *Mrs. Reilly moved, seconded by Mrs. Hendricks and passed unanimously (5-0) by a roll call vote to enter non-public session under RSA 91-A:3, Section II (b), (c), and (d) at 6:01PM*

Mrs. Hendricks moved, seconded by Ms. Ganem and passed unanimously (5-0) to recess non-public session at 6:55PM

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1. **Call To Order:** The meeting was called to order at 7:00PM by Mr. Lekas.
- 35 3. **Pledge of Allegiance:** The Pledge of Allegiance was led by Mr. Greenberg.
4. **Questions, Announcements and Presentations:** Mrs. Reilly mentioned all the activities around the District were fantastic and she appreciated all the hard work put in. Mr. Lekas recognized the police officers for responding to Matthew Thornton for the ALERT that was set off by accident. The response was fantastic and it worked the way it should.
- 40 5. **Consent Agenda:** *Ms. Ganem made a motion accept the Consent Agenda. Mr. Young seconded the motion. The motion passed by a 4-0-0 vote.*

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| 5.1 | Retirement(s): | | |
| | Holly Gorgol | Instructional Assistant | North School |
| 5.2 | Resignations(s): | | |
| | Elizabeth Bedell | SPED Assistant | South School |
| | Kimberly Champoux | Library Media Assistant | Moose Hill |

	Monique Christophersen	Teacher		South School
	Donna Palmariello	SPED Assistant		South School
	5.3 Minutes:	June 6, 2017		
	5.4 Meetings:			
5	July 11, 2017	Regular Meeting	7:00PM	Town Offices
	August 8, 2017	Regular Meeting	7:00PM	Town Offices
	August 22, 2017	Building Tours	6:00PM-6:30PM	South School
			6:45PM-7:15PM	Moose Hill
			7:30PM-8:00PM	High School
10	August 24, 2017	Building Tours	6:00PM-6:30PM	North School
			6:45PM-7:15PM	Middle School
			7:30PM-8:00PM	Matthew Thornton
	August 29, 2017	Regular Meeting	7:00PM	Town Offices

15 **6. Committee Reports**

6.1 Student Council – Tyler Cullen: None

6.2 Teacher Liaison – Mary Wing Soares: South School: Melanie Lantagne and Jodi Doran are facilitating a summer Newspaper Club. They are volunteering their time for 5- 1.5 hour sessions. Some of their current 5th graders will be mentoring incoming 4th grade learners so that they can put out a summer edition of the Daily Hawk and have the Daily hawk up and running right when school gets started in August. They created a sign up genius for interested learners to join which will be opened up tomorrow, Wednesday 6/21. They will be limiting the number to the first 20 learners who respond. **Matthew Thornton:** Matthew Thornton Student Council helped its school raise over 2500.00 for local and national charities, including Make A Wish, Breast Cancer Awareness, New Horizons of New Hampshire, and St Judes Children’s Hospital. They also held a food drive in conjunction with the high school and participated in Project Snowflake. Within the school, MT Student Council created a Spot light board to highlight positive news in the school, help out at our annual Volunteer Breakfast, and developed a Happiness Committee to promote positive attitudes and kindness. **Londonderry Middle School:** From Sra. Gendron at the Middle School: All Spanish and French 8 students have recently completed giving their 4-6 minute speeches in Spanish or French. They have English notes to use but everything must be spoken in Spanish or French. It really is incredible how much our learners are now able to talk about in the target language after their two years of world language study at the Middle School. Congratulations to all of them.

On move up day, all learners were given a list of the teachers and staff who will host a book group late in the summer to discuss a variety of books to appeal to all reading preferences. Learners are responsible for reading at least two books over the summer, and will create a brochure or join a book group to provide evidence of having read the books. **High School:** The LHS International Club made a donation to Heifer International and were able to facilitate the purchase of a water buffalo, the tuition for a girl to attend school and the gift of clean water. These gifts pay it forward by their very nature. Club Advisors Tom Wilson and Erin Vater are very proud of their club members who worked very hard, donating all they earned for this cause.

6.3 School Board Liaison Reports: None

45 **7. Deliberations**

7.1 To see what action(s) the Board will take regarding approval of the updated Policy CI Temporary Administrative Arrangements effective July 1, 2017: Mr. Young made a motion to

approve the updated Policy CI Temporary Administrative Arrangement effective July 1, 2017 for the school year 2017/18. Ms. Ganem seconded the motion. The motion passed by a vote of 4-0-0.

7.2 To see what action(s) the Board will take regarding the first reading of the following policies: Kim Carpinone mentioned that based on a review of the current policies related to students a few of the policies required updating language and others were no longer relevant and could be rescinded. These policies relate to our student record keeping, student confidentiality and the privacy act. Several Federal and State laws have been updated so we are updating our current policies. After consulting with our attorney at Drummond Woodsum, the following policies are recommended:

7.2.1 Rescinding: Policy JO – Student Records:

7.2.2 Amending: Policy JOA – Confidentiality Policy:

7.2.3 Amending: Policy JOA-E – Confidentiality Requirement:

7.2.4 New: Policy JRA – Student Education Records and Information:

7.2.5 New: Policy JRA-R – Student Education Records and Information-Administrative Procedure

7.2.6 New: Policy JRA-E – Annual Notice of Student Education Records and Information Rights

Mrs. Reilly voiced her concern over the JRA policy in regard to student records and the words in italics on Page 2. As a parent, she started to wonder. She questioned the fact that police can access everything on my child's academic record. Mrs. Carpinone mentioned that once we are joined by the court, then the school does not need parent consent. Mrs. Carpinone still asked for the records to be transparent. Mrs. Carpinone doesn't want to speculate why they recommend this is being put in, but she will get clarification and the attorney will be present at the next meeting.

Mr. Young asked if these are on our website. Mr. Curro said they are and it is on the Boards agenda and residents can also get a copy at the District Office. Mr. Greenberg said we can have it posted separately on the website and can have that done tomorrow.

Mr. Young made a motion to accept the first reading for the following: Policy JO – Student Records, Policy JOA – Confidentiality Policy, Policy JOA-E – Confidentiality Requirement, Policy JRA – Student Education Records and Information, Policy JRA-R – Student Education Records and Information-Administrative Procedure, Policy JRA-E – Annual Notice of Student Education Records and Information Rights and move to a second reading. Mrs. Reilly seconded the motion. The motion passed by a 4-0-0 vote.

8. Superintendent's Report

8.1 Capital Improvement Plan Discussion – Nate Greenberg and Peter Curro: Mr. Curro mentioned that in the packet is the School District's administrative team recommended capital improvement plan for the fiscal years 2019-2024. Annually, the school district is asked to review capital needs and that plan will be submitted to the committee and that is made up of school district, budget committee, town council and planner and two planning board members. They take the school and town requests and put them into the capital improvement plan. There are two meetings to discuss basis and procedure and to rate each request and somewhere around the end of August there is a public hearing to hear recommendations. It is then submitted to the Planning Board for public hearing and then a vote on the adoption for the community. On July 11th, we will ask the Board to adopt the plan which will then be sent to the capital planning committee. There are four projects: District Office,

Auditorium, New Elementary School and Building Renovations. The district office dollar figure is given from an architect for a new building. The acquisition of land is not included nor is the dollar amount for leasing/renting space. The District Office was built in the late 70s and was built for 12 personnel and it has had two additions. The real issue is a space crunch and air quality. The HVAC system can't maintain for the amount of people in it. The second plan is for building renovations. There is no set budget yet. Lighting, HVAC and other mechanicals needs would need to be looked at. A new elementary school is probably a couple years out. At this point, as we look at district wide renovations and a new elementary school, is this the time to move the kindergarten and if we do the classroom requires 1200 square feet. When the State gave us the money it was agreed we would stay for five years and if we did move then 1200 square feet is required. The regular elementary classrooms right now are between 600-900 square feet. There is a foundation for two classrooms at South School – maybe build those out. The core facilities at the Middle School – gym/MPR/library/office need improvements. It will be \$12 million for these projects. The enrollment will dictate. New elementary school: We still believe that with the growth of the Town that a new elementary school should be on the docket for consideration. The dollar amount is based on a 500 student enrollment and land acquisition is not included. These are just construction costs. The numbers came from Frank Marinace architectural firm. The final project is the auditorium. We know the voters turned it down, but the need is still there. We put it out in year six because the focus will be on a new school. For any questions, please contact Mr. Curro or Mr. Laliberte. Mr. Greenberg said in the packet is also multiple options for the District Office. There has also been talk about leasing space for a District Office. As you look at the CIP, we are trying to provide the Board with some framework and ideas so they can be discussed. One immediate concern is the District Office and the situation we have now. The other big concern is the elementary school. The money in the renovation/expansion fund as a place holder provides us with some flexibility. Do we add on to the elementary schools? The impact of the LEEP program needs to be looked at. There are mix and match pieces in here that can be addressed and how we look at all these things. The multi-step process here is because there are a variety of options to look at and discuss before taking action. Mr. Curro said in the packet is the debt schedule for the school district. The High School bond comes off in 2024 and that is a large annual debt payment.

Mr. Young confirmed that the number of employees in the District Office is 24. Mr. Young is the lead on the capital improvement committee. The organizational meeting is July 10th so he thinks it is important to discuss again in July. We are the fastest growing town in NH and that was reported in the press. Also in the news, the State has now authorized and fully funding kindergarten for a full day and we will see how that is going to affect us. Moose Hill has no cafeteria. On the district office, he will take the Boards desire, but he find a \$4 million price tag without land is outrageous. Ms. Ganem thought we will need the elementary school sooner. Mr. Curro said moving it out or in a year is not a big deal. Mr. Greenberg said we will wait until June 30th to do enrollment projections. We suggested, based on recent history, if we put numbers together the middle of September we should be in good shape. We will get numbers from the Town side. If the patterns stay, where we will see the major growth is elementary primary students. Looking at enrollment figures and locations would give added information for the future.

Mr. Lekas asked about having the District Office in a school and Mr. Greenberg said that is a possibility. Mr. Greenberg said what has to be addressed is the leasing option. Air quality is not good in the district office. Mr. Curro said it wouldn't be farfetched if we built the school for more than the amount of students enrolled so that we didn't have to redistrict a couple times.

June 20, 2017

Liz Juster spoke of behalf of the auditorium. She mentioned that an auditorium is a needed learning space to be used by all the children. An auditorium with maybe a second floor for offices comes to mind. We are the only district of our size without one. She felt the need will be there.

5 **8.2 May Enrollment Report – Nate Greenberg:** The total enrollment is 4417 as compared to 4384 last years.

10 Mr. Greenberg addressed the public and thanked all the Boards, faculty, staff, administrators, the community and students for 17 wonderful years. He knows things will continue to grow and Londonderry will be a lead in the State. He passes the baton to Mr. Laliberte.

15 **Reed Clark, Stonehenge Road:** The Taxpayers Association has had its ups and down over the few years and as a member he has the honor of being at the first meeting and last meeting of Mr. Greenberg’s tenure. Please keep the auditorium in the Boards minds.

20 **9. Non-Public Session (Reconvene): Non-Public Session requested under RSA 91-A:3, Section II (b), (c) and (d). Please see attached Confidential Memorandum. *Mr. Young made a motion to reenter non-public session requested under RSA 91-A:3, Section II (b), (c) and (d) at 7:56PM. Mrs. Reilly seconded the motion. The motion passed by roll call vote.***

Mr. Young moved, seconded by Mrs. Reilly and passed unanimously (4-0) to exit non-public session at 8:37PM

25 **10. Adjournment**

Mr. Young moved, seconded by Mrs. Reilly and passed unanimously (4-0) to seal the minutes related to (d) because it would render the action ineffective

30 *Mr. Young moved, seconded by Mrs. Reilly and passed unanimously (4-0) to adjourn public session at 8:39PM*

 Respectfully submitted,

35 Lisa Muse
 School Board Secretary

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Londonderry School Board
Non-Public Minutes
Tuesday, June 20, 2017

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

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Called meeting to order at 6:00PM

Mrs. Reilly moved, seconded by Mrs. Hendricks and passed unanimously (5-0) by a roll call vote to enter non-public session under RSA 91-A:3, Section II (b), (c), and (d) at 6:01PM

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Interview with finalist for the IT Director's position

IT Director candidate exited the meeting 6:42PM

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Discussion of IT Director candidate

Mrs. Hendricks moved, seconded by Mr. Young and passed unanimously (5-0) to approve administration's recommendation for an IT Director

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Mr. Young moved, seconded by Mrs. Reilly and passed unanimously (5-0) to approve administration's recommendation for compensation of IT Director

Mrs. Hendricks moved, seconded by Ms. Ganem and passed unanimously (5-0) to recess non-public session at 6:55PM

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Mr. Young moved, seconded by Mrs. Reilly and passed unanimously (4-0) by a roll call vote to re-enter recessed non-public session under RSA 91-A:3, Section II (b), (c), and (d) at 7:56PM

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

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Mrs. Hendricks was not in attendance for this session

Ms. Ganem moved, seconded by Mrs. Reilly and passed unanimously (4-0) to approve administration's recommendation for four teachers

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Mrs. Reilly moved, seconded by Ms. Ganem and passed unanimously (4-0) to approve administration's recommendation for an occupational therapist

Mrs. Reilly moved, seconded by Mr. Young and passed unanimously (4-0) to approve administration's recommendation for a technology coordinator

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Londonderry School Board
Non-Public Minutes
Tuesday, June 20, 2017

Ms. Ganem moved, seconded by Mrs. Reilly and passed unanimously (4-0) to approve administration's recommendations for high school and middle school co-curricular nominations

5 Discussion of issue as identified in RSA 91-A:3 Section II (d)

Mr. Young moved, seconded by Mrs. Reilly and passed unanimously (4-0) to exit non-public session at 8:37PM

10 Respectfully submitted,

15 Nathan S. Greenberg
Superintendent of Schools