

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, August 8, 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. Laliberte, Business Administrator, Mr. Curro and School Board Secretary, Lisa Muse.

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

2. **Pledge of Allegiance:** The Pledge of Allegiance was led by Amanda Venezia

3. **Questions, Announcements and Presentations:** None

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

4.1 **Resignation(s):**

Victoria Ficker	Teacher	District Wide
Lisa Frisella	Custodian	Middle School
Kim Galluzzo	SPED Assistant	Moose Hill
Nidhi Gupta	SPED Assistant	High School
Cynthia Kroeplin	SPED Assistant	High School
Sarah Rook	SPED Assistant	High School
Brittany Skudder	Teacher	High School

4.2 **Minutes:** July 11, 2017

4.3 Meetings:	August 22, 2017	Building Tours	6:00PM-6:30PM	South School
			6:45PM-7:15PM	Moose Hill
			7:30PM-8:00PM	High School
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	

5. **Committee Reports**

5.1 **Student Council – Tyler Cullen:** None

5.2 **Teacher Liaison – Mary Wing Soares: From Bonnie at Moose Hill:** Our custodians have been very busy working around ESY to get Moose Hill ready for the start of the school year. They are doing an excellent job and the classrooms are looking great! Moose Hill will be welcoming some students tomorrow for screening. It is always nice to meet new students and their parents. The excitement is growing and staff is looking forward to welcoming a new group of learners to Moose Hill School. Mrs. Soares can attest to the amazing amount of work the custodians are doing at the middle school as well. Many of us move rooms each year and rely on the help of our custodians to help with the heavy lifting. They do not disappoint.

Over the last month many of the district teachers have been involved in curriculum days and professional development. With only 15 more days until veteran teachers arrive, we will often go in

Tuesday, August 8, 2017

during the summer to get our rooms ready so we can to take advantage of everything that is offered during the teacher workshop days.

5 **5.3 School Board Liaison Reports:** Mrs. Reilly mentioned that the Welcome Back Breakfast is Wednesday, August 23rd at the High School cafeteria.

6. Deliberations

10 **6.1 To see what action(s) the Board will take regarding the third reading of the following policies:** Mrs. Carpinone is here for the third reading. There were no questions regarding these policies.

6.1.1 Rescinding: Policy JO – Student Records

6.1.2 Amending: Policy JOA – Confidentiality Policy

6.1.3 Amending: Policy JOA-E – Confidentiality Requirement

6.1.4 New: Policy JRA – Student Education Records and Information

15 **6.1.5 New: Policy JRA-R – Student Education Records and Information-
Administrative Procedure**

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

20 *Mr. Young made a motion to approve the third reading and accept the following policies:*

6.1.1 Rescinding: Policy JO – Student Records

6.1.2 Amending: Policy JOA – Confidentiality Policy

6.1.3 Amending: Policy JOA-E – Confidentiality Requirement

6.1.4 New: Policy JRA – Student Education Records and Information

25 *6.1.5 New: Policy JRA-R – Student Education Records and Information-
Administrative Procedure*

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

Ms. Ganem seconded the motion. The motion passed by a vote of 5-0-0.

30 **6.2 To see what action(s) the Board will take regarding the second reading of the following policies:**

6.2.1 Amending: Policy JHCD Administering Medications to Students

6.2.2 New: Policy JHCD-E Parental Permission for Over the Counter Medications

35 Mrs. Carpinone mentioned that the attorney followed up on questions on whether we could change any of the language. All of the references are directly from the regulations so the attorney did not recommend changing the wording for the health care provider. The attorney asked fellow attorneys about students being uncomfortable in surrounding districts in regard to having glucose testing done in the classroom and she could find no complaints. Mrs. Carpinone said page three discusses diabetic testing supplies and she was asked by parents to change the wording to glucose testing supplies. Mrs. 40 Reilly asked if we are still proceeding with the idea that it is ok for the child to self-administer. Mrs. Carpinone said it would be through the auto injector or lancet. The policy allows for us to adhere or honor whatever the health provider has recommended for the student's best health care. Mrs. Carpinone said one of the safe guards we have is the nurses would have to agree and make sure the students were mature enough to have these supplies. There are two layers of protection: the doctor and 45 then the school nurse - who has to be ok that they are comfortable with the student.

Ms. Ganem made a motion to move the two policies below to the third reading:

6.2.1 Amending: Policy JHCD Administering Medications to Students

6.2.2 New: Policy JHCD-E Parental Permission for Over the Counter Medications

Mrs. Hendricks seconded the motion. The motion passed by a 5-0-0 vote.

Tuesday, August 8, 2017

7. **Superintendent's Report**

7.1 Dining Services Debt Recommendation – Peter Curro and Amanda Venezia: Mr.

Curro mentioned that the open balance at year end showed a significant increase to around \$15,000. Normally, this open balance is about \$4,000-\$5,000. Bad debts relate to students that are leaving the district and this totaled \$450.25. We do not offer an alternate lunch or meal right now. What Mr. Curro is asking the Board to think about tonight is to expand on the language in the student handbooks at the Middle School and High School. The handbooks talk about the financial obligation and they were written a while ago, but geared towards text books. He suggested maybe expanding the language to include financial obligations mentioning that the debt needs to be taken care of before they can participate in year-end activities, senior week, graduation. He does not want to touch the DC trip or field trips, which are educational.

Dining Services sends out on a regular basis letters regarding open balances and sends the list to the principals. Dining Services is going to try for more personal communication with a phone call to the parent instead of just an email. Mr. Lekas asked why if we get to a certain amount why can't we shut them off? Mrs. Venezia said some districts handle the situation differently like offering an alternative meal after not paying a couple times, but the student is charged for a real meal. They don't want the student to go hungry. The alternative meal has to be part of the regular menu to not embarrass the student.

Dining Services sent an email to all negative balance once a week and anybody \$20.00 or more gets a secondary email each week and once a month they mail out a letter. The alternate meal can't be given to the elementary grade. Principals have a much better idea which families are having a time of struggle.

Ms. Ganem confirmed that these are not the families in need. Mrs. Venezia said of the money that is outstanding \$1100 are free students, \$1100 are reduced students and \$11,000 are paid lunch students. \$8800 is 71 students owing \$50 or more.

Mrs. Hendricks said this is tough because we can't have kids going without a lunch, but we can't continually ask our taxpayers to fund lunches that parents won't pay. She would like to talk about this further.

Mrs. Hendricks asked Mr. Zacchilli if the end-of-year activities are Canobie Lake Park and the 8th grade dance. He thought these activities are enough to make parents make good on their debt.

Mrs. Reilly said this is a huge number. These numbers show that we either have an economic problem in this town or an abuse problem. If we know who the exceptions are then why are we being so soft. A half dozen people did not pay a single payment all year. Mrs. Reilly thought no sports or no extra-curricular activities should be an option and not wait until the end of the year.

Mr. Curro thought that we should start with the end of the year activities/non educational programs and see how that works first. If that doesn't work, then maybe we look at the extra-curricular. There are not really end of the activities for the younger years.

Mr. Hendricks asked for the largest amount a family owes. Mr. Curro has seen \$800 for two students. The parents have not emailed or phoned Mr. Curro, Mr. Greenberg or Mrs. Venezia.

Tuesday, August 8, 2017

Mr. Young asked in regard to the High School \$400-500 you wrote off what percent would be families in need. Mr. Curro said of the \$450.... \$325 we would have written off from one family. Would that family be considered in need? Mr. Curro said yes. Mr. Young said that is an example of if it's something that is a family in need, we will take care of them, but otherwise families are expected to pay.

Tyler Cullen, student School Board Rep, said we should encourage some personal responsibility to these students. What's the message we are trying to send? If people don't learn their decisions have life consequences, then when are they going to learn it. He suggested harshness instead of being soft.

Mr. Lekas said he would like to see a specific lunch policy and not just in the handbook. Mrs. Reilly said it should be in the handbook too.

Mr. Young does not agree with having a specific policy and would like to see the handbook first.

Mrs. Soares felt the handbook change would make a difference with the year-end activities.

7.2 Summer Enrollment Update – Scott Laliberte: Enrollment is being monitored on a daily basis and presently we are up about 74 students as of this morning. They are spread across the grade levels and we have been able to absorb them. We are watching a couple grade levels. As people call, we put them into the database so we can track. Presently, there are 24 open appointments, but some have inquired but may or may not come. We are six students ahead of what we projected. We don't yet have a firm count on students that moved out. We need to receive a request record and that's how we find out when we hear from the other districts. Mrs. Hendricks asked about the bubble at North School. Mr. Laliberte said we added two positions at North School for 5th grade. Right now, they are right at projection. LEEP and Moose Hill: As of right now, we are about 11 students ahead of projection and we have been able to absorb. Mr. Laliberte mentioned that class sizes at this point will not be effected.

Mr. Curro said bus routes will be published Friday on the website, but because of the pending registrations we will repost updated bus routes on Wednesday, August 23rd.

8. Non-Public Session: Non-Public Session requested under RSA 91-A:3, Section II (b) and (c). Please see attached Confidential Memorandum. Mrs. Reilly made a motion to enter Non-Public Session requested under RSA 91-A:3, Section II (b) and (c). Mr. Young seconded the motion. The motion passed by roll call vote.

9. Adjournment

The meeting was adjourned at 7:50PM.

Respectfully submitted,

Lisa Muse
School Board Secretary

Londonderry School Board
Non-Public Minutes
Tuesday, August 8, 2017

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

10

Mrs. Reilly moved, seconded by Mr. Young and passed unanimously (5-0) to enter non-public session under RSA 91-A:3, Section II (a) and (b) at 7:52 PM.

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

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

20

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

Discussion on support staff and procedures.

25

Mr. Young moved, seconded by Ms. Ganem and passed unanimously (5-0) to exit non-public session at 8:17PM.

Mr. Young moved, seconded by Ms. Ganem and passed unanimously (5-0) to adjourn public session at 8:17PM.

30

Respectfully submitted,

35

Scott Laliberte
Superintendent of Schools