

GOFFSTOWN SCHOOL DISTRICT
GOFFSTOWN SCHOOL BOARD MEETING
Goffstown High School – Library - 27 Wallace Road, Goffstown, NH 03045
Monday, June 5, 2017– 7:00PM

School Board Members: Dian McCarthy, Steven Dutton, Reta Chaffee, Ginny McKinnon, Heather Trzepacz, Dan Cloutier, Lorry Cloutier, Kristie Curtis, Jenelle O'Brien

Administration: Brian Balke, Superintendent, Ray Labore, Business Administrator, MaryClaire Barry, Assistant Superintendent

Dian McCarthy called the meeting to order at 7:00pm.

Thank you Jacob Borges: Dian McCarthy thanked Jacob for his time and level of engagement during his tenure (2015-2016 & 2016-2017) as GHS Student Representative on the Goffstown School Board. Jacob's time and contribution did not go unnoticed.

Welcome Jac St. Jean (2017-2018): Dian McCarthy welcomed Jac St. Jean as the in-coming GHS Student Representative.

Approval of the May 15, 2017 Meeting Minutes – Dan Cloutier motioned the approval of the May 15, 2017 meeting minutes, seconded by Reta Chaffee. Vote: 8-0-1 (Dian McCarthy abstained) Motion Passed.

Approval of the May 15, 2017 Public Hearing Minutes - Dan Cloutier motioned the approval of the May 15, 2017 Public Hearing Minutes, seconded by Heather Trzepacz. Vote: 8-0-1 (Dian McCarthy abstained) Motion Passed.

Correspondence Folder: A goodbye message from Jacob Borges. A note from the Bartlett Staff thanking the Board for the Appreciation Breakfast. A letter from Dianne Hathaway regarding summer reading events.

Good News/Commendation: Jac St. Jean, GHS Student Representative Reporting: The Boy's Baseball and Girls' Softball teams made it to the final 4. The Boys' Volleyball team made it to the final 8. Oliver Gunski was overall State Champ in Discus. The senior exams are starting. The Senior Athletic Banquet was last Friday. The 2017 GHS Graduation is next week. The last Student Council meeting was last week.

Kathy Sargent GHS Teacher Representative Reporting: Physics Day at Canobie Lake was Friday, May 25th. The weather held out and all students and teachers had a great day. Academic Awards Night was Thursday, May 25th. The top 10 in each class were recognized. Book awards were given to the top juniors. Awards were given to outstanding students from all departments. Marine Biology Field Trips were held this past week. The weather cooperated for most of the trips. Scholarship Night is this Thursday, June 8th - looking forward to seeing all the scholarships that our seniors will be receiving.

Reta Chaffee Reporting: Reta reported that she attended the Senior Athletics Awards Ceremony and was impressed with the professionalism shown by the student presenters and servers. Reta stated that it was amazing to hear about the history of former Hall of Fame inductees and the paths they have taken in their lives. Brian Balke thanked Adam McCunn of GTV for creating 3 great videos of the Hall of Fame recipients - well done Adam!

Jac St. Jean Reporting: Jac reported that he was one of the servers at the Senior Athletics Awards Ceremony and agreed that it was a great night. Jac commented that he was proud and happy to see one of his good friends, Tom Foote inducted into the Hall of Fame adding, he is a great person to know.

Dian McCarthy Reporting: Dian acknowledged the parents who helped plan the 8th grade Washington, DC trip. 90 8th grade students and 6 chaperones participated in the trip. The trip included four solidly scheduled days of

educational experiences. Thank you Stephanie Jones and Anne Chouinard for the many hours of work they put into the planning and coordination of the trip.

MaryClaire Barry Reporting: MaryClaire attended the MVMS Honors Banquet and reported that there were over 300 parents and students in attendance. It was a great evening.

Public Comment – None

Policy Review Committee Report – Steven Dutton Reporting: The next PRC meeting is Monday, June 12th @ 5:30pm @ SAU Central Office.

Planning and Communications Committee Report– Reta Chaffee Reporting: The next Board meeting is June 19th at St. Anselm College at 3:30pm and will be followed by the Board Retreat. A P&C meeting is being discussed for October.

Curriculum and Education Committee Report – Ginny McKinnon Reporting: The C&E Committee meeting will meet in the fall.

Budget Committee Report – Dian McCarthy Reporting: The Budget Committee discussed the possibility of changing the fall budget presentations by requesting a 5-year history on certain expenditures which have not been determined to date. Ray Labore reported that a 10-year expenditure activity history is presented to the Budget Committee each year when presenting the school district's proposed budget information.

A&F Committee Meeting Report – Dan Cloutier Reporting: *Dan Cloutier motioned the approval of the June 5, 2017 manifest for \$1,517,223.22 seconded by Heather Trzepacz.* Dan Cloutier highlighted the over \$5K invoices. **Major Items:** 5/25 Payroll/Taxes; Benefits: HealthTrust - 125 Plan Contributions and Premiums; NH Retirement System - April Contributions; TSA Consulting - 403b Contributions. **A/P Activity SPED:** Safeway – April in/out of district and May in district. **General Expenses:** Amazon – Classroom Books and Supplies; Brine's Team Sales – Athletics Team Equipment; Dead River: Fuel all schools; Eversource: GHS and Elementary Accounts; Goffstown Truck Center – May Installment; Hampshire Fire Protection – MVMS Fire Pump; Performance Food Service – Food Supplies; SAU#19 – June Assessment; **Activity Funds:** College Board – AP Exam Fees (College Credit Issued); Canobie Lake – Class Trip. **Vote: 9-0-0 – All in Favor – Motion Passed.**

MVMS and GHS Appraisal Information – Ray Labore Reporting: Chet Rogers, LLC conducted a MVMS and GHS appraisal. The value and use calculation will affect the 2017-2018 Tuition Rate. Most notable differences: \$1,644,800 decrease for MVMS and a \$3,488,000.00 decrease for GHS. Rental Fee Calculation Per Sending District Student: A decrease of \$38.31/seat for MVMS and a decrease of \$63.94/seat for GHS. This 5-year appraisal satisfies the AREA Agreement provisions. This information will be brought forward to the June 6th Joint AREA Board Meeting and will be provided to Hooksett and Dunbarton in the fall.

Superintendent Report: MVMS 8th Grade Promotion is 06-14-17 @ 5:30pm and the GHS 2017 Graduation is 06-15-17 @ 7:00pm. Both events are being held at the Sullivan Arena at St. Anselm College. Girls' Softball, Boys' Baseball and the Volley Ball teams are doing well. The Athletics Award Ceremony was Friday night and it was a great evening. Baccalaureate is Sunday. Brian attended the June 1st CIP Committee meeting. The GHS Drainage Project is moving forward. The Board received a copy of the Parent & Community Brief: Every Student Succeeds Act (ESSA). The Goffstown infrastructure improvement project is causing traffic back-ups. We are hoping the GHS back parking lot road-widening project will alleviate some of the congestion as students will be entering and exiting from that location. The 2016-2017 school year is winding down.

Unreserved Fund Balance Review - Ray Labore Reporting: Ray presented the breakdown of the 2016-2017 Unreserved Fund Balance Projection as of June 2017. Revenue Over Collection equals \$165,517.00; Fund/Encumbrance Reserves (including 2.5% fund) \$1,189,629; Modular Impact Fees and Note \$934,986; Expenditure Budget Under Spend \$1,104,230.00. Expenditures: \$25,000 for CBA Reserves (GEA and GESS); \$570,613 2.5% Contingency Fund Replacement; \$1,100,515 GHS Drainage Project; \$714,000 Bartlett/MAES

Project (site Work); \$28,000 Menu from Contingency Reserve Fund; \$100,000 Unreserved Fund Balance (for tax relief). Overview: Projected Unreserved Fund - Revenues \$165,517 – Expenditures/Budget Reserves \$690,717.00. Unreserved Fund Balance \$856,234. The Board will hold further discussions on these items at the June 19th Board meeting.

Menu/Project Items Planning Summary Totaling \$685,000.00 – Ray Labore and Brian Balke Reporting: Brian reviewed the current projects status: Maple playground and roadway repairs, MVMS gym floor and the GHS fiber to the football field, Bartlett cover walkway, GHS uniforms, weight room needs, MVMS dugout and scoreboards and custodial equipment. Added projects previously discussed: pavement - crack filling and seal coating parking lot project and the projection systems. Previously approved CIP items will be funded through Unreserved funds. Anticipated tax relief is \$265,000 (\$165,000 from over-collection of revenue and \$100,000 underspend from the General Fund). The unreserved fund balance assumes \$570,613.00 to replenish the 2.5% Contingency Fund as the 2.5% Contingency Fund was used for the GHS Drainage Project. A reserve has been created to cover the first year of the Support Staff Contract to make it a tax neutral event. Ginny McKinnon asked if it was appropriate to use some unreserved funds to increase the substitute rate. Ray Labore stated that that would not be appropriate use of the unreserved funds.

Lunch Price Information as of June 2017 – Ray Labore Reporting: 2016-2017 Year-end Food Service Performance Highlights: Estimated Total Spend to Revenue Projection through June: Revenues: \$972,680; Expenditures: \$992,730. A loss of \$20,050 results from planned equipment replacement expenses. The projected Fund Balance is \$174,631. A \$0.10/plate increase is needed to remain in compliance with federal government’s Free & Reduced Lunch requirements (2010 Healthy and Hunger Free Kid’s Act). Approximately \$700 is projected for an end-of-year debt and will be paid out of the General Fund as federal funds cannot be used for this purpose. F&R Enrollment Information: 2015-2016: 402 students; 2016-2017: 362 students – a decrease of 40 students. Per Plate Food Cost decreased by \$0.03. 2015-2016: \$1.28; 2016-2017: \$1.25. *Reta Chaffee motioned to accept the increase that is required by legislation of \$0.10, seconded by Jenelle O’Brien. Vote: 9-0-0 – All in Favor – Motion Passed.* Lorry Cloutier stated that the district works hard to keep their costs down and voiced concern regarding the need to raise the lunch prices in order to comply with the federal requirements. Ginny McKinnon voiced concern with regard to lunch price increases as this may affect the ability for regular paying students to buy lunches. Dan commented that the enrollment comparison information we just reviewed indicates a 10% reduction in the F&R enrollment numbers and asked what the ramifications would be if the \$0.10 increase was not approved. Brian stated that the school district would not be in compliance with the federal requirements and would jeopardize the subsidies and monies we receive.

Before and After School Program – Lorry Cloutier Reporting: Steven Dutton recused himself from the discussion as he sits on the YMCA Advisory Board. Four bids were received. Two respondents were from out-of-state and were outside the district’s price range. The other two bids were comparable. One of the bidders was an out-of-state provider who was not licensed in the State of NH and had no employee presence in NH. The A&F Committee recommended engaging with the YMCA. *Lorry Cloutier motioned to continue to authorize them to have a contract with the YMCA for the Before and After School Program, seconded by Kristie Curtis. Vote: 9-0-0 – All in Favor – Motion Passed.*

Authorization to Act on any Capital Bids and Commodity bids (paper only): *Ginny McKinnon motioned to give authorization on capital project and commodity bids in the summer months, seconded Heather Trzepacz. Vote: 9-0-0 – All in Favor – Motion Passed.*

SCHOOL STAFFING:

Notifications:

Nurse Observer (Fall, 2017):

Ashley Prokopik (UNH).....GHS.....Jennifer Franz

Track Change (Effective 9/1/17):

Derrick LandanoMaple Avenue..... B to B+15

Shelly Coddington-Kayser..... Glen Lake B+15 to B+30

Approval(s):

Teacher Retirement (6/30/2017):

Daniel Pare.....GHS Social Studies

Ginny McKinnon motioned to accept the retirement of Daniel Pare seconded by Reta Chaffee. Vote: 9-0-0 – All in Favor – Motion Passed.

Teacher Resignation (6/30/17):

Katherine Shaka.....GHS Science

Ginny McKinnon motioned to accept the resignation as presented, seconded by Reta Chaffee. Vote: 9-0-0 – All in Favor – Motion Passed.

Teacher Nomination(s) 17-18:

Lauren Petty.....Maple Avenue..... Elementary Teacher

Colleen Carroll.....Maple Avenue..... Elementary Teacher

Stephen Largy MVMS Social Studies

Elizabeth Paul MVMS Reading Specialist

Ginny McKinnon motioned to accept the nominations as presented, seconded by Reta Chaffee. Vote: 9-0-0 – All in Favor – Motion Passed.

OTHER BUSINESS THAT MAY LEGALLY COME BEFORE THE MEETING: None

NON-PUBLIC SESSION RSA 91-A:3II - None

Lorry Cloutier motioned to adjourn the meeting at 8:05pm, seconded by Reta Chaffee. Vote: 9-0-0 – All in Favor – Motion Passed.

Respectfully submitted by,

Denise F. Morin
Recording Secretary