

**FREMONT SCHOOL DISTRICT  
School Board Meeting  
June 23, 2009, 2009  
6:30 P.M.**

**School Administrative Unit #83  
Blackrocks Village  
5 Hall Road, Unit 1  
Fremont, NH 03044**

**I. CALL TO ORDER**

Chairman Jeff Rowell called the June 23, 2009 meeting of the Fremont School Board to order at 6:30 PM at the School Administrative Unit #83, Blackrocks Village, 5 Hall Road, Unit 1, Fremont, NH 03044.

**II. ROLL CALL**

Present were Chairman Jeff Rowell, Vice Chairwoman Peg Pinkham, Deb Genthner, Sharon Girardi, Ida Keane, Superintendent Normand Tanguay, Financial Administrator Bonnie Sandstrom, Elementary School Principal Dawn Lewis, and Middle School Interim Principal Bill Marston.

Members of the public included: Mary Hale, Cathy Herrmann, John Safina, Kim O'Brien, Nancy Bernhardt, Cindy Wells, Dorine Caswell, Bridget Paine, and John Bragole

**III. NON-PUBLIC SESSION: RSA 91-A: 2, I (c)**

*Peg Pinkham made a motion to enter into non-public session per RSA 91-A: 2 I (c) at 6:33 PM. Sharon Girardi seconded the motion. Motion passed 5:0.*

**IV. RETURN TO GENERAL SESSION**

*Deb Genthner made a motion to return to general session at 8:30 PM. Sharon Girardi seconded the motion. Motion passed 5:0.*

*Peg Pinkham made a motion to seal the non-public minutes for June 23, 2009 for one year. Deb Genthner seconded the motion. Motion passed 5:0.*

**V. AGENDA REVISIONS**

Mr. Tanguay said he had a revised Personnel Report.

**VI. OLD BUSINESS**

The Questions and Answers from the May 26, 2009 School Board meeting were reviewed.

Ms. Sandstrom asked Ms. Girardi about her specific question about what report was in question regarding AV Equipment and OT Replace Equipment (e.g. April FY 08-09). Ms. Girardi said she would check on that.

## **VII. APPROVAL OF MINUTES**

### **A. MAY 26, 2009**

*Deb Genthner made a motion to approve the public minutes of May 26, 2009 as amended. Sharon Girardi seconded the motion. Motion passed 5:0.*

## **VIII. BOARD/SUPERINTENDENT COMMUNICATIONS**

Mr. Tanguay noted that SAU office summer hours would be 7:30 AM to 3 PM Monday-Thursday (closed on Fridays) from July 10 to August 21, 2009. Schools and the office will be closed on July 3, 2009.

On this his last meeting, Mr. Tanguay thanked the Board, Fremont School District staff, community, PTA, Union, etc. for their support in working with him during his time in Fremont. He listed some of the accomplishments that have happened with teamwork at Ellis:

- Organized SAU
- Met No Child Left Behind requirements
- Qualified as a Follow the Child School with help of Dawn Lewis
- School Board Policy work
- Developed School Board goals, which will come into play with the Strategic Plan
- Contract negotiations with teachers and support staff
- Hiring an interim principal with smooth transition and positive changes
- School safety plan and professional development plan approved by the State
- Taping/televising Board meetings
- Work on standard based reporting
- SERESC evaluation/PBIS
- Parent Leadership Council
- Working relationship with Budget Committee
- Long Range Facilities Plan/NESDEC Report
- Work with police and fire departments

Mr. Rowell wished Mr. Tanguay well and presented him with a gift basket. Ms. Pinkham thanked Mr. Tanguay for his service.

## **IX. INFORMATION ITEMS**

### **A. PRINCIPAL REPORTS (SEE WRITTEN REPORTS)**

Ms. Lewis reviewed her written report.

Mr. Marston noted this was his last meeting and he thanked people for their support during this year as middle school interim principal and he spoke about the good collaboration with all involved at Ellis and Fremont.

Mr. Marston reviewed his written report. Included was an Attendance Committee Report dated June 23, 2009. Mr. Marston also noted that a program called Aesop was reviewed. Aesop is an automated substitute placement service for K-12 School Districts. Information was provided with the agenda. The intention of the program is to cut down on time and cost of arranging substitutes and payroll data work.

A building report from Mr. Brown dated June 8, 2009 was included in the agenda packet.

Mr. Rowell said that the Board would miss Mr. Marston too.

Ms. Pinkham asked about input about the fact that there were a few students at Ellis who got the H1N1 influenza virus. Mr. Tanguay said that the situation was well handled by the nurse and others and there have been no complaints. Mr. Marston agreed and said that the amount of children absent from school had doubled to 70 (not all from H1N1) but had leveled out today.

## B. FINANCIAL REPORT

Ms. Sandstrom reviewed her unaudited Financial Report dated May 31, 2009 (FY 08-09).

- \$208,777 positive balance in regular education (benefits and tuition are responsible areas)
- Deficit of \$303,136 anticipated in Special Education (responsible areas = contract services, tuition and transportation)
- \$41,802 deficit in School Board budget (audit expenses over by \$20,153 and legal expenses over by \$26,094)
- \$5,494 deficit in Principals' office function (contracting interim principal position)
- \$92,150 over-budget in benefits (budget monies moved to appropriate functions)

Ms. Sandstrom clarified Ms. Girardi's inquiry regarding where the budget was breaking even (in Remaining Balance column).

Ms. Keane noted that the use of the Aesop program could potentially yield a cost savings of around 14% of the current cost of substitutes because it tracks absenteeism well. Ms. Pinkham noted that Mr. Tanguay put in place a system a few years ago and the result was lower usage of substitute teachers.

Ms. Pinkham suggested that the Administration make a list of priorities they would like to have addressed.

Ms. Sandstrom clarified a question Ms. Girardi had about the over-budget amount of \$92,150 for benefits as a result of budget monies being moved to appropriate functions. Ms. Sandstrom said as of July 1, 2009, all the FICA, unemployment and workers comp should be in the function where it belongs. Ms. Sandstrom said that in the 2900 line item for the revised budget for next year, she is in the process of fixing categories.

Ms. Sandstrom mentioned that the Treasurer's Office asked if the Board could request from the Town the impact fees (\$18,872.63) plus interest.

Mr. Tanguay suggested posting the budget online starting with the new budget in July 2009.

Ms. Pinkham suggested that the Board read through the draft minutes of the Budget Committee to determine what requests should be answered. Mr. Tanguay agreed. Mr. Rowell suggested that Ms. Pinkham make a list of what was requested and send it to the School Board members for review. Ms. Pinkham said that she would do that.

C. POLICY QUESTIONS (previously reviewed with legal counsel)

EBBC: BOMB THREATS

EBCF: PANDEMIC/EPIDEMIC EMERGENCIES

EIB: LIABILITY INSURANCE AND POOLED RISK MANAGEMENT

JICC: STUDENT CONDUCT ON BUSES

D. SUB-COMMITTEE REPORTS

BUDGET COMMITTEE: Ms. Pinkham previously gave a report (see above) and she said that the Budget Committee would not meet again until August 2009.

Mr. Rowell noted that Ms. Pinkham sits and has a vote on the Budget Committee. He asked if her vote had to reflect the direction of the School Board or if it was personal. Ms. Pinkham replied that in most cases the vote would reflect the direction of the School Board but that she did have the legal right to not reflect the direction of the School Board. She said that the School Board could discuss that.

PUBLIC RELATIONS: Ms. Genthner said that the Committee will soon meet to go over the back to school newsletter.

**X. PUBLIC INPUT**

Cathy Herrmann noted that the staff and volunteers did a good job at Field Day and she thanked everyone involved.

**XI. ACTION ITEMS**

A. MANIFEST #25, #26, and #27/ PAYROLL # 25 and #26

Ida reviewed the manifests. The big-ticket item for Manifest #25 was transportation. The big-ticket item of #26 was Sanborn tuition. Big-ticket items for #27 were benefits and regular education and Special Education transportation.

*Peg Pinkham made a motion to approve:*

- Manifest #25 in the amount of \$82,173.77 dated May 26, 2009,
- Manifest #26 in the amount of \$670,433.95 dated June 8, 2009,

- *Manifest #27 in the amount of \$154,009.28 dated June 23, 2009,*
- *Payroll Manifest #25 in the amount of \$559,558.97 dated June 5, 2009*
- *Payroll Manifest #26 in the amount of \$150,638.12*

*As presented, totaling \$1,616,814.09. Deb Genthner seconded the motion. Motion passed 5:0.*

#### B. REVISED ATTENDANCE POLICY

Mr. Marston noted that parents wanted to see if the revised attendance procedure could be communicated in the summer. Ms. Genthner said it would probably be in the back to school packet but could go in the back to school newsletter as well. Mr. Marston said that this revised attendance procedure would help eighth graders transition well to high school where the procedure is more definitive.

*Deb Genthner made a motion to approve the Revised Attendance Procedure with the understanding that it be called a procedure and not a policy. Sharon Girardi seconded the motion. Motion passed 5:0.*

#### C. M.S.T. GOVERNMENT LEASING, LLC: REFINANCE PROPOSAL

Ms. Sandstrom said that Specialized Purchasing Consultants has presented the District with a lease proposal that includes financing through M.S.T. Government Leasing, LLC for photocopier/printing equipment and service agreements for 2009-2013. The total savings over 5 years would be \$23,274.80. Services and supplies would be included in the new lease. Another copier would be put at the school to help with copy output. The intent is for staff to use the copiers connected to the server rather than the printers since the copiers are more economical. Staff would be trained on using the equipment with personal codes for copy retrieval.

*Peg Pinkham made a motion to approve the M.S.T. refinance proposal for 2009-2013, reflecting a 5-year lease, as stated on page 63 of the agenda. Deb Genthner seconded the motion. Motion passed 5:0.*

#### D. PERSONNEL REPORT (non-public)

### XII. FUTURE AND FOLLOW UP AGENDA ITEMS

The Board noted there would be a retreat sometime over the summer.

### XIII. NON-PUBLIC SESSION

*Deb Genthner made a motion to enter into non-public session per RSA 91-A: 2 I and/or RSA 91 – A: 3 II (a), (b) and RSA 91 – A: 2 I (b) at 9:50 PM. Peg Pinkham seconded the motion. Motion passed 5:0 Roll call.*

### XIV. RETURN TO GENERAL SESSION

*Deb Genthner made a motion to return to general session at 10:45 PM. Sharon Girardi seconded the motion. Motion passed 5:0.*

*Deb Genthner made a motion to accept as written the non-public minutes for May 13, 2009. Peg Pinkham seconded the motion. Motion passed 5:0.*

*Deb Genthner made a motion to accept as written the non-public minutes for May 26 as amended. Peg Pinkham seconded the motion. Motion passed 5:0.*

*Deb Genthner made a motion to seal the non-public minutes for June 23, 2009 for a year. Peg Pinkham seconded the motion. Motion passed 5:0.*

*Peg Pinkham made a motion to accept the Personnel Report, accepting the resignations of Gail Miller and Emily Simpson with regret; to approve the new hire of Jason Carey (new salary and benefit package); accept with regret the Reduction in Force of Georgia Bolduc; and grant the salary adjustments as shown in the Personnel Report dated June 23, 2009. Deb Genthner seconded the motion. Motion passed 4:1. Nay vote was Ida Keane.*

**XV. NEXT MEETING: JULY 14, 2009**

**XVI. ADJOURNMENT**

*Deb Genthner made a motion to adjourn at 10:15 PM. Sharon Girardi seconded the motion. Motion passed 5:0.*

Respectfully submitted,

Susan Perry  
School Board Secretary

**QUESTIONS**  
**June 23, 2009**

1. Ms. Sandstrom asked Ms. Girardi about her specific question about what report was in question regarding AV Equipment and OT Replace Equipment (e.g. April FY 08-09). Ms. Girardi said she would check on that.

**A: In 2008-09, we had \$1500 for Replacement AV Equipment.  
In 2009-2010, we have budgeted \$800 for Replacement AV Equipment**

**In 2008-2009, we had \$0 for AV Equipment  
In 2009-2010, we have budgeted \$400 for AV Equipment**

**In 2008-09, we had \$800 for New OT Equipment.  
In 2009-2010, we have \$500 budgeted for New OT Equipment**

**In 2008-09, we had \$0 for OT Replacement Equipment.  
In 2009-10, we have \$450 budgeted for OT Replacement Equipment**

2. Ms. Pinkham suggested that the Board read through the draft minutes of the Budget Committee to determine what requests should be answered. Mr. Tanguay agreed. Mr. Rowell suggested that Ms. Pinkham make a list of what was requested and send it to the School Board members for review. Ms. Pinkham said that she would do that.

**A. Mr. Marston and Ms. Sandstrom are working with Ms. Pinkham on clarifying what the Budget Committee is looking for.**