

HUDSON SCHOOL DISTRICT

Hudson School Board Meeting

September 8, 2014

Approved Minutes

Present

Mrs. Laura Bisson, Chair
Mrs. Patty Langlais, Vice Chair
Mr. Michael Truesdell
Mrs. Meagan Pollack
Mr. Bryan Lane, Superintendent
Dr. Phyllis Schlichter, Assistant Superintendent
Ms. Jeanne Saunders, Director of Special Services
Ms. Karen Burnell, Business Administrator
Mr. Frank Cunniff, AHS Student Representative

- A. **Call to Order**: Mrs. Laura Bisson, Board Chair, called the meeting to order and led the audience in the Pledge of Allegiance at 6:34 pm.
Ms. Milbouer is excused from the meeting.
Welcome to the meeting, Frank.

- B. **Public Input**
None.

- C. **Requests of the Board**
None.

- D. **Presentations to the Board**
None.

- E. **Reports to the Board**
Superintendent's Report

The last few weeks have been busy. We had a great opening day; staff has a lot of energy. Awarded watches for 25 years of service, SchoolCare presentation on health insurance, presentation on district professional development plan, school board welcome and a music montage contest. Library Street School staff won the contest and will receive lunch prepared by the superintendent on October 10 (professional development day) with the menu to be determined.

Visited Senior Center on August 27 for a discussion about Common Core. The Senior Center is a great facility.

The Payroll Coordinator and Accounts Payable Clerk worked over Labor Day weekend to ensure payroll was prepared due to all of the new hires.

Sept. 2 was opening day for students; visited all of the schools. There were only a few delays (one bus breakdown, ten minutes delay) on day one and after that, things went smoothly. All schools were clear by 3:30. There is still room for improvement. Thank you to First Student and Mrs. Burnell and Kathy Vaillancourt.

Will meet soon with all school administrators regarding school budgets.

Attended South Central meeting.

Kids Sight – vision testing for students aged 6-16. Proposal will be coming to the board at the next meeting.

Assistant Superintendent's Report

Dr. Schlichter addressed the board.

Great start to the school year.

School professional development schedules in packet; all schools had similar professional development topics.

My Learning Plan (MLP) has a catalog feature through which staff can register online for professional development opportunities.

Held a refresher to MLP today and will offer another on Thursday.

Grade 1 and Pre-K staff have requested professional development.

Mrs. Langlais stated teachers have requested day one be for setting up their classrooms as opposed to the last day.

Two years of hard work and things are fitting together. Mrs. Langlais noted that the staff appreciates how they are being treated with respect.

Software at HMS places students where they need to be. With a new school structure, they are working as a team to learn new software.

Director of Special Services' Report

Ms. Saunders addressed the board.

Great start to the school year.

Met with Special Education administrators and principals regarding budgets.

Attended South Central Directors' meeting. There are changes regarding restraint and seclusion (CPI) law. Will be meeting with team regarding these policy and practice changes.

Met with Special Education team discussed Medicaid. There will now be a one time/life of student Medicaid consent form; this will entail less student tracking.

Business Administrator's Report

Ms. Burnell addressed the board.

We were very well-prepared for the beginning of this school year. Thank you to Facilities, Custodial Staff and Food Service personnel. Karen recognized and expressed appreciation for Sandie Gasper and Millie Kelley who worked over the weekend to prepare payroll.

Now we're moving on to budget season.

F. Committee Reports

There were no committee reports.

G. Correspondence

Opening Week Professional Development: This was discussed under Assistant Superintendent's Report.

Quarterly Budget Transfer Report

Overview, most transfers are done at the beginning of the year.

Year-end Financial Statement

Karen Burnell addressed the board.

Overview: \$1,013,199 ending balance in the general fund. This was an increase of \$874,850 from the prior month leaving the June 30th ending balance for revenue at \$664,573- Any unspent money is returned to tax payers.

Expenditures (prior and current) balance \$429,156 with \$80,530 allocated as non spendable for prepayments made for 2015.

Saved \$75,000 on substitutes due to no out of district professional development

Saved \$105,000 in health insurance.

\$374,000 on expenditure side. Unexpected situations impacted the budget last year.

Worked as a team during these situations. Shifted positions when needed and because of this, other areas suffered. Shifted some staff so we could get Medicaid money due to the district.

Medicaid is now done online district-wide.

Catastrophic Aid – revenue – Now billing for 14 students; the district pays a percentage as does the Department of Education.

Hard to budget for out-of- district placements. There is a \$42,000 cap.

The district spent 99.1% of the budget last year.

Intent to retire letters

Janice Van Fleet

Diane Destrempe

Both have submitted their intent to retire and qualify for the separation agreement. No vote required.

Enrollment

Our numbers are where we expected; 3,659 students district wide (down 300 students).

Average class sizes are where we wanted them.

AHS senior class has 315 students.

There are 50 less students less in Kindergarten and first grade.

H. Recommended Action

1. Manifests- Recommended Action:

Manifests are available to be signed. Make necessary corrections.

2. Business Affairs - Draft Minutes – Recommended Action:

Make necessary correction and approve.

August 18, 2014

Changes by Mrs. Bisson: Mr. Lane went to Senior Center to discuss Common Core, not Dr. Schlichter. Thank you to Voice of Hudson judges at Old Home Days was a comment made by Mrs. Bisson. Corrected minutes will come back to board.

August 26, 2014

Changes by Mrs. Bisson: On page 1, Mrs. Pollock knows of Ms. Parsons' background, not Mr. Truesdell. On page 2, paragraph about math department

should reflect that we need to make sure we have the support in place for new staff to succeed. Corrected minutes will come back to board.

I. Old Business

None.

J. New Business

Contracted Services Agreement

Diane Engel – Reading Specialist; work 7 hours per week for the 2014-15 school year for Hudson Memorial and Nottingham West. Not to exceed \$19,950.

Mrs. Langlais moved to approve the contracted services agreement with Diane Engel as presented not to exceed \$19,950 and waive the second reading, second by Mrs. Pollack. Motion passes 4-0.

Elevator

Ribbon Cutting ceremony is scheduled for Sept. 18 at 2:45.

Trustees will be present.

K. Board Member Comments:

Mr. Cunniff: Fine first week of school. First block day – no problems.

New entrance looks nice as does the new parking lot fencing and the elevator.

Mrs. Pollack: Welcome back. Construction at AHS is beautiful and it was on time and on budget.

Attended football game at Pinkerton; great half-time show by the band.

Mrs. Burnell: Do not have final invoice but it appears that elevator project did not exceed budget. Harvey did a great job and we are very pleased.

Mr. Truesdell: There are buses and students walking out there; be careful. Please wear helmets when riding bikes. Special Olympics soccer has begun – wife and daughters are coaching.

Went to my final freshman orientation – very energetic event, well-organized, well-presented.

Kudos to the band half-time show.

Mrs. Langlais: Welcome back. A special thank-you to ELC staff as they dealt with parents of new students.

Mrs. Bisson: Mr. Bastien received an email regarding our well-behaved band students at the game. Very nice, polite and professional. These students represent the district, so kudos.

Huge thanks all of the staff in the district. Everything is falling into place because of all the hard work.

The district worked very hard to stay within the default budget and our savings showed this.

L. Non-Public Session:

Mrs. Langlais moved to enter Non-Public session at 7:40 pm under RSA 91-A:3 II (BC), second by Mr. Truesdell. Chair called for a roll vote. Mrs. Langlais, yes; Mr. Truesdell, yes; Mrs. Pollack, yes; Mrs. Bisson, yes. Motion passes 4-0. The board entered non-public session at 7:40 pm.

Mrs. Langlais moved to elect Lisa Hamblin, NWS School Psychologist, \$58,797, second by Mrs. Pollack. Motion passes 4-0.

Mrs. Langlais moved to elect Amy Chase, HMS Special Education Case Manager, \$33,525, second by Mrs. Pollack. Motion passes 4-0.

Nomination of Frank Girginis, HMS Fall Athletic Director: Board concerns were discussed. Karen Bonney and Keith Bowen were present. Superintendent withdrew nomination.

EEOC information

5th grade band information

Mrs. Langlais speaking for parent. Bus stop added at 24 Stonewood.

Mrs. Langlais discussed issues around HMS advanced students.

M. Adjourn:

Motion by Mrs. Langlais to exit non-public and adjourn, second by Mr. Truesdell. Motion passes 4-0. Meeting adjourned at 8:30 pm.

Respectfully submitted,

Dotty Murray (public)
Bryan Lane (non-public)