

HOOKSETT SCHOOL BOARD MEETING – April 4, 2017

Approved

HOOKSETT SCHOOL BOARD MEETING MINUTES

Tuesday, April 4, 2017 – 6:00 p.m.

LOCATION OF MEETING: David R. Cawley Middle School Media Center

CALL TO ORDER

Chairman Phil Denbow called the meeting to order at 6:04 pm.

Pledge of Allegiance – Student from Hooksett Memorial School

ATTENDANCE

Phil Denbow, Adam Gianunzio, Lindsey Laliberte, Kara Salvas, James Sullivan and Allan Whatley

Dr. Phil Littlefield, Superintendent, Marge Polak, Assistant Superintendent, and Karen Lessard, Business Administrator.

PROOF OF POSTING - Dr. Charles P. Littlefield

Dr. Littlefield provided proof of posting.

APPROVAL OF MINUTES

Approval of March 21, 2017 Minutes

K. Salvas motioned to approve the minutes of March 21, 2017 as presented. Seconded by L. Laliberte.

Vote unanimously in favor

H. L. Turner Group Proposals (Kindergarten Space and Underhill Facilities Study)

Bill Hickey and Doug Proctor with a firm based in Concord presented a proposal for providing a facility study for the Fred C. Underhill School which will include a space needs study specific for the expansion of Kindergarten to all day Kindergarten.

3 Tasks

1. Physical Condition of the school as it exist and deliver a report
2. Study for possible addition
3. Review of how the school is set up and what the spaces are used for.

L. Laliberte motioned to have the H.L. Turner Group do a Facility Assessment, Addition Study and review of existing spaces at the Underhill School and authorize the Superintendent to execute the contract not to exceed \$28,770. Seconded by K. Salvas

Vote unanimously in favor

REPORTS

Administrators Reports

HOOKSETT SCHOOL BOARD MEETING – April 4, 2017

Committee Reports

J. Sullivan: The Communication Committee is trying to establish a date to work on using the Technology.

J. Sullivan: The Policy Committee ongoing.

PRESENTATION – Bullying

The Assistant Principals from all three (3) schools gave the presentation.

PERSONNEL

Staff Nominations

Fred C. Underhill

J. Sullivan motioned to approve the staff nominations as recommended by the Superintendent.

Seconded by K. Salvas.

Vote unanimously in favor

Hooksett Memorial

J. Sullivan motioned to approve the staff nominations as recommended by the Superintendent.

Seconded by A. Whatley.

Vote unanimously in favor

David R. Cawley

J. Sullivan motioned to approve the staff nominations as recommended by the Superintendent.

Seconded by A. Gianunzio.

Vote unanimously in favor.

Administrators

J. Sullivan motioned to approve the staff nominations as recommended by the Superintendent.

Seconded by L. Laliberte.

Vote unanimously in favor

Resignation Lynn LaFountain, Grade 7 Teacher

L. Laliberte motioned to accept the resignation of Lynn LaFountain. Seconded by K. Salvas.

Vote unanimously in favor.

Retirement of Lynn Rankin

L. Laliberte motioned to accept the retirement of Lynn Rankin. Seconded by K. Salvas.

Vote unanimously in favor.

FINANCE

Review of Manifest and Action Relating Thereto

K. Salvas motioned to approve the April 4, 2017 manifest in the amount of \$1,823,497.11.

Seconded by A. Whatley.

Vote unanimously in favor.

HOOKSETT SCHOOL BOARD MEETING – April 4, 2017

Budget Adjustments

J. Sullivan motioned that we grant the administration approval to send out checks after approval by the School Board Rep and we move to approve the manifest at the first meeting in May. Seconded by L. Laliberte.

Vote unanimously in favor.

OLD BUSINESS

Hooksett School Board Goals- reviewed Board Goals and made updates

Energy Efficiency Projects

K. Lessard There is \$43,000 in the fund that can be used or we can do a budget adjustment to cover the cost of those projects; the majority from health insurance.

K. Lessard suggested establishing a reserve fund in the future.

J. Sullivan motioned to approve the budget adjustment for the energy efficiency project from the budget for \$173,684.63. Seconded by A. Whatley

Vote unanimously in favor

Committee Assignments –

Budget Committee – Adam Gianunzio

NEW BUSINESS

H. L. Turner Group Proposals* (Kindergarten Space and Underhill Facilities Study)

Moved up on the agenda

Designation of Last Day of School

Dr. Littlefield: Students – there are 179 days in the calendar with a final day of June 16th. School has to be in session a minimum of 175 days. We had 7 snow days. We will be in session 172 days for students. We need to extend the school year to include June 19, 20, and 21st for students. Staff works 186 days. We have had 7 snow days and we were down by 1 day so they have 8 days to make up, 3 will be with students and 5 days of professional development from June 22 to June 28th.

J. Sullivan motion that June 21st is the final day of school and will be an early release day.

Seconded by K. Salvas.

Vote unanimously in favor

Eighth Grade Recognition night will be June 20th.

Therefore there will be no Board meeting on June 20th

J. Sullivan motioned to cancel the June 20th meeting. Seconded by K. Salvas

Vote unanimously in favor.

New Morning 3-Year Contract

L. Laliberte motioned to approve the New Morning 3-Year Contract between New Morning School and the Hooksett School District. Seconded by K. Salvas.

Vote 5:1 motion carried.

HOOKSETT SCHOOL BOARD MEETING – April 4, 2017

2017/18 Lunch Prices

K. Lessard: the lunch prices are currently \$2.55 at Underhill and Memorial; and \$2.65 at Cawley. The recommended increase is .10 at Underhill and Memorial and .15 at Cawley. Adult lunch will increase to \$3.50

*J. Sullivan motioned to approve the lunch price for Underhill and Memorial by .10 and Cawley by .15. Seconded by A. Whatley.
Vote unanimously in favor.*

Establish Annual Retreat Date and Time

The 2017 Annual Board Retreat will be held on June 9th from 8:30 am to 3:00 pm.

POLICIES

2nd Reading- BDD, BDG, BFE, BG, BGC, BGE, BIA,
No changes made as a result of 1st readings

*A. Whatley motioned to accept the above policies as written. Seconded by A. Gianunzio
Vote unanimously in favor.*

1st Reading- CBG, CBI, CCB, CF, CH, CHA, JLCD-R

J. Sullivan: CBG and CBI should be eliminated and become an SAU policy.

CCB – language changes made.

CF – added the legal reference only

CH – No changes recommended.

CHA – made some changes.

JLCD-R – new form.

J. Sullivan motioned to approve the 1st readings CCB, CF, CH, CHA, and JLCD-R. Seconded by A. Whatley.

Unanimously in favor

OPPORTUNITY FOR PUBLIC TO ADDRESS THE BOARD

No public comment

INFORMATIONAL ITEMS AND CORRESPONDENCE

Enrollment Reports

Next Agenda: Underhill State of the Schools-Underhill

ADJOURNMENT

J. Sullivan motioned to adjourn at 8:35 pm. Seconded by A. Gianunzio.

Vote unanimously in favor.

Respectfully submitted,

Lee Ann Moynihan

HOOKSETT SCHOOL BOARD MEETING – April 4, 2017

The next regularly scheduled meeting of the Hooksett School Board is Tuesday, May 2, 2017 at 6:00 p.m. at the David R. Cawley Middle School Media Center.