

**SANBORN REGIONAL SCHOOL BOARD
MEETING MINUTES
September 18, 2019**

To view the video of this meeting, please visit our website at www.sau17.net and click on School Board Videos under the School Board menu

A regular meeting of the Sanborn Regional School Board was held on Wednesday, September 18, 2019. The meeting was called to order at 6:02 p.m. by Sanborn Regional School Board Chairperson, Peter Broderick. The following were recorded as present:

SRSD SCHOOL BOARD MEMBERS:

Peter Broderick, Chair
Dr. Pamela Brown, Vice Chair
Electra Alessio
James Baker (via remote)
Larry Heath
Jamie Fitzpatrick
Tammy Mahoney

Erin Gillespie –Student Council Representative

ADMINISTRATORS:

Thomas Ambrose, Superintendent
Matthew Angell, Business Administrator

1. **CALL TO ORDER** at 6:02 PM by Chair Broderick with the Pledge of Allegiance led by student Council representatives from Memorial Elementary School. Chair Broderick acknowledged Mr. Baker’s participation via a remote connection. Per RSA 91-A: 2, III. Mr. Baker is on vacation out of State and no one else is present in the room.

2. **ACTION ON MINUTES-** Review of Public Minutes of 9-4-19. **Chair Broderick asked for a Motion to approve the Public Minutes of 9-4-19. Motion made by Dr. Brown and seconded by Ms. Mahoney.** Mr. Fitzpatrick asked that the reason for changing his vote on the Bakie Climbing Wall to a “yes” be noted as: 1) it will not cost the district money and 2) it will not replace any academic classes. Dr. Brown noted that the Continuing Public Minutes have an incorrect adjourn time which should be 8 PM. (Secretary reviewed video and time is correct at 7:32 because the Non-public session began at 6:30 PM and after adjourning resumed with the Public meeting at 7:01 PM followed by full adjournment at 7:32 PM.

Vote: All in Favor with Amendment with a Roll Call vote.

3. **COMMUNICATIONS**

- 3.1 Distribution of Manifest Documents-Payroll Check Register # 6 in the amount of \$844, 870. 37, Manifest Check Register # 8 in the amount of \$815,805, 24. Signatures were obtained by the Board and Administrators.
- 3.2 Nominations- None
- 3.3 Resignations-None
- 3.4 Superintendent's Report- Mr. Ambrose reported the following:

District:

ALICE Organizational Certification

On September 9th, Sanborn earned the ALICE Organizational Certification from the ALICE Training Institute - a prestigious honor due to our impressive team effort in the district. Sanborn is now aligned with the federally mandated best practice of blended learning for implementing active shooter training. All of our personnel are ALICE Certified and the training we use is reinforced and exercised through drills and scenarios conducted by ALICE Certified Instructors. Our emergency operation plans also reflect this training that is meant to save lives and minimize risk.

Training with Kim Marshall: Working to improve instruction and raise achievement

High School: PLC award: Brian is presenting

SRHS Homecoming is this Saturday 9/21. Check [last week's Points of PRIDE](#) for details.

Big college fair 9/25 at SRHS. 70+ schools will be there. Grades 9-12 will have dedicated times to attend. Check [last week's Points of PRIDE](#) for details.

Memorial and Bakie have been recognized as Blue Ribbon Award winners for 2019 by the New Hampshire Partners in Education. (The NH Partners in Education Blue Ribbon Award recognizes the extraordinary efforts of school volunteers for the achievements realized during the previous school year. The 2019 Blue Ribbon Award is given to successful and effective school volunteer programs during the 2018-2019 school year). Bakie is also being awarded the Golden Circle Award, which is given to schools that partner with businesses and non-profit organizations. Bakie is being recognized for our partnership with the Browne Center at the University of New Hampshire. They have offered training to our staff in the area of social/emotional learning over the past year and help facilitate our field day experience with students last fall.

The rock climbing wall is in the final stages of installation and our staff and students are thrilled to have this new resource! Several staff members will be trained on proper use and supervision in early October. We hope to offer two different climbing clubs before school this year - one this winter and one this spring. Our P.E. Teachers are already looking to build climbing time into their classes later this fall.

Middle School:

September 19th - 6pm - 7pm, 7th and 8th Grade Open House at SRMS, parents and students welcome

September 27th - Back to School Dance at SRMS, 7pm-9pm, grades 6-8 invited to attend

October 8th - 6pm - 7pm, 6th Grade Parent Night for the upcoming visit to Nature's Classroom, Groton MA., November 5th-8th.

Medicaid Billing:

Each year, we receive revenue from Medicaid to Schools for eligible students with IEPs. On August 27, 2019, an emergency rule to Medicaid to Schools was adopted and is currently in effect until February 24, 2020. The change alters the current language for billable and reimbursable services which could have a significant impact to the district's revenue. Here is the breakdown for the past three fiscal years' revenue from Medicaid to Schools.

- 18-19 Medicaid revenue = \$162,982
- 17-18 Medicaid revenue = \$146,211
- 16-17 Medicaid revenue = \$123,082

There are some minor changes to the rule, but of utmost importance is that change to who can order a service. Now, an order prescribing the Medicaid covered service is generally needed from a Physician, APRN or physician assistant. The Department deleted the term "other licensed practitioner of the healing arts" because it is an undefined term under federal law and is not used in the NH Medicaid program. In the past, the district and other districts in the state, had other licensed practitioners of the healing arts order a service. This included Psychologists, Speech and Language Pathologists, Occupational Therapists, Physical Therapists, etc. as defined by the old definition of licensed practitioners of the healing arts (any persons licensed or certified under state law to provide a medical, psychological, or other service the goal of which is the improvement or maintenance of a person's physical or emotional functioning).

With this new rule in place and deletion of the language "other licensed practitioner of the healing arts" the district could lose reimbursement for most Medicaid covered services. The district is working with the state, other Superintendents, and other Directors and will continue to gather more information on this new ruling and the

possible implications to each district's general expenditures and revenues budget. The Sanborn Regional School District stands to lose an estimated minimum of \$163k in revenues.

There is a meeting scheduled for this Friday, September 20, 2019 to potentially ask JLCAR (Joint Legislative Committee on Administrative Rules) to petition the Department to repeal the emergency rule.

If this rule stays in effect, essentially the only service we can seek reimbursement for is Physical Therapy services, as they are the only providers within their scope of practice, outside Physician, APRN or physician assistant, who can make orders. During the 17-18 school year (we do not have the breakdown yet for the 18-19 school year), an estimated 3% of our reimbursement was from PT services alone. If this emergency rule stands as it, the district should plan for a reimbursement of about \$4,000 - \$5,000.

For more information, the emergency rule can be found at:

<https://www.dhhs.nh.gov/oos/aru/documents/erhem1301noticeandrule.pdf>

4. **COMMITTEE REPORTS**

- 4.1 **Policy**- Dr. Brown said the Policy committee has not met since the last Board meeting. Our next Board Policy meeting is October 2, 2019 at 4:45 pm in Room 102 of the High School. The committee will discuss changes to 3 existing policies, and the possible addition of 14 new NHSBA sample policies related to Board and staff
Codes of Ethics and Conflicts of Interest. Subjects to be covered include: Board-Employee Communications, handling of Confidential Student Information, Employee Uses of Social Media, Employment of Relatives, Student-Staff Relations, Employee Gifts, and Advertising in Schools. Please join us!
- 4.2 **EISA**-Ms. Mahoney reported that Excellence in Student Achievement has a meeting two weeks from today, September 18th at 4:45 PM in the High School, room 102.
- 4.3 **Facilities**-Mr. Baker reported that the committee met on September 4th beginning at 3:50 PM. We reviewed and approved the minutes of the June 26, 2019 meeting. Business Administrator Matt Angel reported that the construction designs for work to create a separate Middle School entrance at the High School have been submitted to the town and are awaiting approval.

The Committee reviewed two monthly Expenditures reports. They are designated as: "for Health and Dental" and "Excluding Health and Dental". We also reviewed the "Trust & Revolving Funds Balances" and, we reviewed

the “Revenue Report” for July. There were no changes to these reports from those reviewed at the August 21st Finance Committee Meeting which was presented to the School Board on Sept 4.

The Committee discussed a proposal to replace some Auditorium equipment the IT department wants to update. This equipment is currently very out of date and they are having difficulty connecting the equipment to the current broadcasting and projection technology.

We also discussed a proposal to install a Mesh Camera for improved security in the High School Parking lot. Matt Angell is awaiting quotes for this item. The current cameras in the parking lot do not adequately cover the view of entire parking lot. The mesh camera will allow the cameras to jump between each other to go back to a wireless router so that multiple cameras can be installed without having to run underground wires. This will be discussed further once a quote is obtained.

We reviewed and approved some cost estimates for the proposed Capital Improvement Plan for Fiscal Years 2020 – 2025. The current total of the plan is \$1,250,931.00. That amount includes \$750,000 the School Board authorized for the Middle School transition. Mr. Angell reinforced that these estimates are just a plan, not a budget. The estimates in the CIP are not committed dollars, and reflect worst-case dollar scenario.

We reviewed and discussed proposals submitted by Architectural firms for future services. The anticipated services needed will be for the design of the bathrooms and lockers rooms and related construction and permitting to complete renovations to accommodate the Middle School transition. Nine firms submitted applications. After discussing the information provided, the Committee decided to narrow the list down to the top 4 most qualified architects. Matt will request “Contract Rates” from those 4.

The meeting was adjourned at 4:32 PM. The next Facilities Meeting is scheduled for October 2 @ 3:45 PM.

- 4.4 Finance-
- 4.5 Public Relations-Ms. Mahoney reported that the next meeting is October 9th at 4:30 PM.
- 4.6 Personnel- Dr. Brown said the Personnel committee met on September 11. Attending were Board members Brown and Jamie Fitzpatrick, Superintendent Ambrose, Business Administrator Matt Angell and Human Resources Coordinator Diana Rooney. The Superintendent’s Evaluation

form was reviewed and slightly modified, for forwarding to the Board for approval (tonight). With Ms. Rooney's assistance, the committee began discussion of a universal set of "Exit Interview Questions" for all employees leaving or retiring from our district. We will continue this important work at our next meeting. The district currently also lacks a detailed "Travel Reimbursement Policy," and the need for a well-defined set of rules governing travel expenses was discussed. A sample draft of such a policy was distributed and discussed. Mr. Angell said he would produce a customized draft tailored to suit our school district for the next meeting. At the next meeting, we will also begin work updating District Job Descriptions and discuss policy GDB: NON-UNION SUPPORT STAFF WAGE AND BENEFITS. The next meeting is on October 9th, 5 pm in room 102 of the High School. Everyone is welcome!

- 4.7 SST-No report
- 4.8 Seminary-No report
- 4.9 Budget-No report
- 5.0 Wellness-No report

5. **STUDENT COUNCIL REPRESENTATIVE REPORT**

Ms. Gillespie reported that the Council is in the middle of Homecoming week.

6. **1st PUBLIC COMMENT**-None

7. **NEW BUSINESS**

- 7.1. Capital Improvement Plan (CIP)-Mr. Angell reported that the Facilities Committee reviewed the plan which Mr. Fitzpatrick stressed does not commit any money but helps determine future needs, adding that the dollar amounts are basically value amounts and not the most likely cost. Mr. Angell reviewed the details of the plan by school. [Click here](#) to see the plan.
- 7.2. Architectural Bids- Mr. Angell reported that the Facilities Committee would like to table this item until the next meeting as they are still reviewing the 9 bids received. They will have the company they choose present (hopefully) at the next meeting.
- 7.3. NHSBA Delegate Assembly for 2020- Chair Broderick reviewed the date (Saturday, January 25, 2020) that the New Hampshire School Board Association convenes the

assembly consisting of NH School Board member delegates to address resolutions. The group discussed their previous participation and Dr. Brown volunteered to represent the SRSD Board again this year. There was no proposed resolution that the board wanted to submit for consideration at this time.

- 7.4 DOE 25- Approval and Signatures- Mr. Angell reviewed the State tax return which includes detail of per pupil cost, per school with the board. Signatures were obtained by the Board.
- 7.5 MS-25- Approval and Signatures- Mr. Angell reviewed the state tax return of the schools' finances used to set the tax rate. Signatures were obtained from the Board.

8. OLD BUSINESS

8.1 Gifts and Grants

- 8.1.1 Climbing Wall (Public Hearing) - Mr. Angell asked the Board to accept a grant for \$17,650 from Katie Toscano to purchase a climbing wall for the Bakie School. **Chair Broderick asked for a Motion to accept the \$17,650 grant for the Climbing Wall at Bakie School, moved by Ms. Mahoney and seconded by Mr. Heath.** Discussion ensued on the overall costs of the wall's upkeep, unintended additional costs, its primary use, and liability issues. Athletic Director, Vicki Parady-Guay answered questions from the group.

Public Comment as follows:

Rick Edelman (Kingston) - Question, I guess for members of the board. When's the last time you had either a grandchild or a child climb on a wall? Did you think it was rewarding? As a father of ten year old and a five year old boys who climb everything, my wife most of the time, and now a Cub Master of boys and soon girls, I think one thing I didn't hear is, and maybe we're going to get to it, is the cognitive reward of boys and girls climbing; memory skills and cognitive skills. So, take that into consideration.

Ursula Giannusa (Kingston) - As a former insurance agent, the rock wall scared me. I'll be totally honest. But as the mom of a seven year old, I think it has a lot of potential. I think it promotes, and I know you said you were concerned about things such as taking away from academics and geography, but in the event that it was used for something like that, I think that'd be a fun way to learn. I know reward is huge when it comes to kids, especially special needs kids and saying we're going to go down there and do this. It could help get them excited. I mean, I'm not saying get rid of geography and everybody go to the wall. But what's the difference between climbing this wall and those kids jumping down the stairs or jumping off that ramp that's at Bakie? I think within reason, they're supervised. I think it's a great idea.

Vote: 6 in favor, 1 opposed (Alessio) with a Roll Call vote.

- 8.2.1 Seminary Trustees (Public Hearing) - Mr. Angell reviewed the donation for \$34,821 .92 from the Seminary Trustees for various classroom grants, adding that they range from \$4,000 to \$6,795. It includes a flight simulator as well. Mr. Stack approached the podium saying that every year this is a great opportunity to talk about a great organization that has been very supportive at Sanborn for a very long time. The Sanborn Seminary Trustees are a nonprofit group who meet annually to find ways to give money and support the Sanborn Regional School District. They do this through some scholarships to graduating seniors; sometimes they take on some special projects. Once a year they request from teachers innovative classroom grant proposals and they review these over the summer. They determine which ones they would like to fund for the upcoming year. So this past summer, they reviewed 19 different proposals totaling \$77,000. After much debate, the proposals that you have in front in front of you are the ones that they would like to fund this year.

Chair Broderick asked for a Motion to accept the donation of \$34,821 .92 from the Sanborn Seminary Trustees, moved by Mr. Heath and seconded by Ms. Mahoney.

Chair Broderick explained the history of the Seminary Trustees and donations. Other discussion ensued on the items requested and funded on the list.

Mr. Fitzpatrick expressed his appreciation to the people who make these donations, adding that even though the board may have questions about them and make different decisions, it is not for lack of appreciation or lack of goodwill towards the people donating. Other Board members agreed with his sentiment.

Public Comment as follows:

Cheryl Gannon (Kingston) - Talking about liability and the previous donation. I see here a flight simulator. Is there any liability associated with that? And my second question is, what happened to the greenhouse, which I believe there was a donation for that last year, two years ago

Mr. Stack responded to the Flight Simulator question which he explained is an industry standard FAA approved computer simulator on a cart that the kids will use right in the classroom. It has all of the industry standards; aviation controls, one monitor and we can always add a couple other monitors to make a panoramic, but totally safe with no moving parts.

Superintendent Ambrose addressed the greenhouse question saying that

the greenhouse topic was tabled a year ago at a board meeting due to questions on the reorganization. Since that time, the trustees rescinded the donation proposal. So, it just it went from relatively reasonable manageable costs to 300,000 or \$400,000 and we really didn't feel like we'd have energy, or your time to put get a handle on that right now.

Chair Broderick asked to move the Motion:

Vote: All in Favor with a Roll Call vote

9. 2nd Public Comment-none

10. **OTHER BUSINESS**

10.1 Next Meeting Agenda

-Public Hearing for donation
-Co-Curricular Assignments

10.2 Announcements

10.2.1 The next Sanborn Regional School Board meeting will be held on Wednesday, September 18, 2019 from 6:00 pm 9:00 pm in the Library at Sanborn Regional High School **to include a public hearing on accepting donations beginning at 6:30 PM.**

11. **NON-PUBLIC SESSION**- RSA 91-A: 3 II

Motion made by Mr. Heath to enter into Non-Public Session at 6:30 pm, seconded by Ms. Mahoney. A Roll Call vote was held of all members present.

Vote: All in Favor

12. **ADJOURNMENT**- Meeting adjourned 7:32 PM

Minutes Respectively Submitted by:

Phyllis Kennedy
School Board Secretary

Minutes of the School Board meetings are unofficial until approved at a subsequent meeting

of the School Board.

**Continuing Public Next Page
Sanborn Regional School Board Public Session
Continuing Public Minutes
September 4, 2019
Kingston, NH**

The public meeting resumed at 7:00 PM with all School Board members present including Mr. Baker via remote connection.

Mr. Broderick asked for a Motion on what was discussed in Non-Public. Mr. Heath moved to approve the Early Retirement of the three staff presented, seconded by Ms. Alessio.

Vote: All in Favor with a Roll Call vote.

Chair Broderick asked for a Motion on another discussion in Non-Public. Mr. Heath moved to accept a sidebar Memorandum of Understanding presented to the Board by the Superintendent be accepted as written, seconded by Ms. Alessio.

Vote: All in Favor with a Roll Call vote.

At 7:32 pm, Mr. Broderick asked for a Motion to adjourn the School Board meeting moved by Mr. Heath and seconded by Ms. Alessio.

Vote: All in Favor with a Roll Call vote.

Matt Angell, Recorder