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**MILFORD SCHOOL BOARD
MINUTES
Monday, May 18, 2015 –7:00 PM
Milford High School – Lecture Hall Room # 182**

1. Call to Order:

Chairman Paul Dargie called the school board meeting to order at 7:00 PM in Milford High School room # 182. Board members present included Mr. Kevin Drew, Mr. Len Mannino, Mr. Robert Willette and Mr. Ron Carvell. Also present were Superintendent Robert Suprenant, Business Administrator Jennifer Burk, Director of Building and Grounds Bill Cooper, and school board minutes recorder Marisa Donati.

2. Board Member Comments:

Mr. Dargie and Mr. Drew reported that they had attended a high school internship program presentation at Hampshire Hills. Mr. Dargie stated that Milford High School's internship program is very worthwhile. Some NH Scholar students for this year were also honored at the presentation.

Mr. Dargie stated that he will attend a NH School Board Association workshop regarding the superintendent evaluation process on Thursday May 21st, and he invited other board members to attend.

3. Public Comments:

There were no public comments.

4. Reports and Presentations:

a. Superintendent's Report:

1. Superintendent Suprenant distributed a summary of Fuel Up to Play 60 activities that have occurred at the middle school. Congratulations to middle school teacher advisors and student participants for their accomplishments. They have implemented anti-substance abuse programs, purchased an extension of the salad bar, and conducted a number of fund-raiser activities.

2. Superintendent Suprenant informed the board that an event called Coffee with a Cop was a success. One hundred high school students engaged in conversations with eleven Milford police officers Tuesday May 12th in Windows on West Street. It was helpful to students in understanding policing and community issues.

3. Superintendent Suprenant informed the board that Friday May 15th was Community Service Day at Milford High School. Students did an array of service activities

47 throughout the Milford community. It was organized by teacher Paul Joyce and the
48 school's advisory program.

- 49
50 4. Superintendent Suprenant informed the Board that summer school plans are
51 underway and that about 400 students at all grade levels in the District participate in
52 some form of summer school annually.

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54 b. Update on New Bus Contract Transition

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56 Ms. Burk reported that she and Mr. Suprenant met with the new bus company, Butler
57 Transportation, last week. The company will be remaining in the same facility as First
58 Student and are taking over operations as of August 1st. The company has purchased all
59 new school buses and will be hiring the same drivers and administrative staff. Butler is
60 considering paving the parking lot and renovating the offices. Ms. Burk stated that the
61 company is on track to start the next school year as scheduled.

62
63 5. New Business:

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65 a. Request for National Competition Funding: American Computer Science League:

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67 Milford High School student Evan Rysdam spoke on behalf of the Milford High School
68 Computer Team. Evan requested funding assistance to attend the American Computer
69 Science Team National Competition in Orlando, Florida.

70
71 Mr. Willette moved to donate \$750 to the team. Mr. Mannino seconded. Motion passed 5-
72 0.

73
74 b. Re-adoption of Investment Policy:

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76 Mr. Dargie explained the purpose of the investment policy # 2326. The first section of the
77 policy describes the objectives of investment activities with priorities being safety,
78 liquidity, and yield. The second section relates to standards of care with emphasis on
79 prudence, conflict of interest, and internal controls. Mr. Dargie explained that the Board
80 is required to readopt the investment policy annually.

81
82 Mr. Dargie moved to readopt policy #2326. Mr. Drew seconded. Motion passed 5-0.

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84 c. Food Service Program Update:

85
86 Ms. Burk reported that even though the food service department has improved the quality
87 of lunches served to students this year, student meal purchases are still less than the
88 previous year. In 2013-2014, 33,800 breakfasts were sold and 136,000 lunches were
89 sold. Through April of this year there have been 29,000 breakfasts sold and 122,000
90 lunches sold.

91
92 Ms. Burk described the federal formula for free and reduced lunch reimbursement and
93 provided a comparison of the cost of reimbursable meals in the Milford School District
94 versus other area districts. She stated that the Board would either need to increase

95 lunch prices next year or authorize an expenditure from the general fund to offset the
96 reduced revenue. Ms. Burk recommended that, rather than raise lunch prices, the Board
97 make a contribution to increase the average weighted price of paid lunches to the federal
98 requirement.

99
100 Mr. Drew moved to authorize up to \$2,500 from the general fund to offset the weighted
101 average price of paid lunches. Mr. Dargie seconded. Motion passed 3-2 with Mr. Willette
102 and Mr. Mannino in opposition.

103
104 Ms. Burk reported that the software program that coordinates the sale of meals, Meal
105 Tracker, was designed in 2000, installed in 2007, and is outdated. She stated that there
106 have been many advances in food service software programs that allow for the
107 integration with PowerSchool and for parents to be able to track and pay into student
108 meal accounts. She also noted that the system has failed several times recently during
109 lunch periods requiring manual tracking of lunch purchases. Ms. Burk recommended the
110 board expend \$22,484 to upgrade the system to a web-based solution similar to eTriton.
111 She suggested that the expenditure could come from the district's 2014-2015 fund
112 balance. Ms. Burk reported there have been no further updates on federal funds from
113 FEMA for reimbursements of snow removal costs of \$60,000. She noted that the current
114 estimate of the 2014-2015 fund balance is roughly \$80,000 higher than the amount
115 forecasted during the budget process. Any FEMA reimbursements would add to that
116 amount.

117
118 Mr. Willette moved to table the suggestion as he felt it should be brought before the
119 voters at the District meeting. Motion failed 2-3 with Mr. Drew, Mr. Dargie, and Mr.
120 Carvell in opposition.

121
122 Mr. Drew moved to authorize the expenditure of \$22,484 to purchase a cloud based
123 solution to replace Meal Tracker. Mr. Dargie seconded. Motion failed 2-3 with Mr.
124 Willette, Mr. Mannino, and Mr. Carvell in opposition.

125
126 d. Request for Security System Update to Heron Pond:

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128 Mr. Cooper reported that the security system at Heron Pond is no longer supported by a
129 vendor. Pricing for an entire new system is just under \$19,000. Mr. Carvell stated that he
130 is familiar with the system and suggested being careful with system updates to ensure we
131 are purchasing systems that do not have to be replaced in the near future. He asked that
132 any new purchase be connected to cameras and the network. Mr. Cooper will send Mr.
133 Carvell the information packet on the system. Superintendent Suprenant commented that
134 it has been a concern of the Heron Pond Principal since the beginning of the school year.

135
136 Mr. Dargie moved to purchase an updated security access system not to exceed
137 \$20,000. Mr. Drew seconded. Motion failed 1-4 with Mr. Willette, Mr. Mannino, Mr. Drew,
138 and Mr. Carvell in opposition. Mr. Carvell requested the issue be brought up again at a
139 future board meeting.

140
141 e. Discussion on Director of Curriculum and Instruction Position:

143 Mr. Dargie reported that the position will be open at the end of the school year and is in
144 the budget for next year. He informed the board that the incoming superintendent, Bob
145 Marquis, is in favor of keeping that position. Mr. Dargie stated that there has been some
146 discussion about changing back to an assistant superintendent position instead of
147 keeping it as a director level position. Mr. Carvell commented that with the incoming new
148 superintendent, bringing back an assistant superintendent would be a good idea.
149

150 Ms. Burk reported that she spoke with Mr. Marquis regarding his thoughts on the director
151 of curriculum and instruction position. She stated that Mr. Marquis would like to post the
152 position and have a candidate chosen and in place by August so that they can be ready
153 to go by the start of the new school year. Mr. Dargie suggested the possibility of
154 scheduling a school board meeting in July to discuss the position further with Mr.
155 Marquis.
156

157 6. Old Business

158 a. Policy Proposals:

159 Policy # 5110 – Availability and Distribution of Healthy Food to Students:

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161 Mr. Dargie moved to approve the second reading of policy 5110. Mr. Willette seconded.
162 Motion passed 4-1 with Mr. Mannino in opposition.
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166 7. Housekeeping Items

167 a. Approval of Nominations:

168 Mr. Willette requested that the nominations as presented by the superintendent be
169 divided so as to discuss individually the nomination of the full-time art teacher at Heron
170 Pond.
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174 Mr. Dargie moved to approve the last four candidates (Aimee Piccolo, Ashley DelGreco,
175 Gretchen Booth-Thibault, and Nicole Barry) on the nominations list. Mr. Willette
176 seconded. Motion passed 5-0.
177

178 Mr. Willette commented on the high salary for nominee Lisa Rancourt. Superintendent
179 Suprenant explained the reasoning for the salary and nomination. Ms. Rancourt is
180 currently the part-time art teacher at Heron Pond, and this moves her to the full-time
181 position. She will likely be replaced by a lower cost part-time teacher that will offset some
182 of the increased salary in the full-time position.
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184 Mr. Dargie moved to approve Lisa Rancourt as the full-time art teacher at Heron Pond for
185 the 2015-2016 school year. Mr. Carvell seconded. Motion passed 4-1 with Mr. Willette in
186 opposition.
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188 b. Approval of Minutes 5/4/15

189 Mr. Dargie, Mr. Carvell, and Mr. Mannino all noted corrections needed to the draft minutes
190 of 5/4/15. Mr. Dargie moved to approve the modified minutes. Mr. Drew seconded.
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Motion passed 5-0.

c. Approval of Manifests: 33, 34, 1156, 1157, 1158, 1159, 1160, 1161

Mr. Willette moved to approve the manifests as listed in the agenda. Mr. Dargie seconded. Motion passed 5-0.

d. Employees Leaving Service (information only)

e. List of Email Correspondence (information only)

Mr. Dargie explained the purpose of this new housekeeping item. Lists of any email or other documents that are a public document will be shown on this item. Copies of the items will be available in the Superintendent's office. Email topics that are protected by HIPAA or FERPA will not be listed.

8. Public Comments

There were no public comments.

9. Nonpublic Session RSA 91-A :3II (c)

Mr. Dargie moved to enter non-public session at 8:47 PM. Mr. Willette seconded. Motion passed 5-0.

Mr. Suprenant presented a teacher request for sick bank utilization.

Mr. Suprenant described a recent situation involving a student.

Mr. Willette moved to exit non-public at 9:04 PM. Mr. Mannino seconded. Motion passed 5-0.

Mr. Willette moved to approve a teacher sick bank request. Mr. Mannino seconded. Motion passed 5-0.

10. Adjournment

Mr. Willette moved to adjourn at 9:05 PM. Mr. Drew seconded. Motion passed 5-0.

School Board Chairman

Date of signing