

**Milford School Board
Minutes
Monday, December 7, 2015 – 7:00 pm
Milford High School – Lecture Hall, Room #182**

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Mr. Dargie opened a public hearing regarding Photography and Audio-Visual Recording in School Classrooms. He explained the purpose of the hearing and the background on RSA 189:68, IV, which requires that a public hearing be held on this topic. There were no comments. He closed the hearing at 7:05 pm and then opened the school board meeting.

1. Call to Order:

Chairman Paul Dargie called the Milford School Board meeting to order at 7:05 pm in Milford High School lecture hall room number 182. Board members present included Mr. Kevin Drew, Mr. Len Mannino, Mr. Robert Willette and Mr. Ron Carvell. Also present were Superintendent Robert Marquis, Business Administrator Jennifer Burk, and Marie Walker as the minute's recorder.

2. Board Member Comments:

No board member comments

3. Public Comments:

Mr. Rick Wood encouraged the board to look again at the proposed budget cuts that were in the packet of information provided by the superintendent, especially the cuts to the Grade 1 Aides

4. Reports and Presentations:

a. Superintendent's Report

The superintendent stated that the Heron Pond fifth grade students participated in the Math Olympiad on November 20th. Mr. Marquis thanked the staff, and congratulated the students participating in the event.

Mr. Marquis also stated that Honor Flight New England thanked the staff and the students for the \$2400 that was raised and donated to enable WWII veterans to visit the WWII memorial in Washington DC.

Mr. Marquis also noted that the Jacques Memorial School made ornaments and crafts and sold these at a Saturday PTO craft fair. The funds were donated to SHARE.

The Milford Middle School (MMS) also donate monies raised by selling patchwork quilts that were made in seventh grade consumer education classes.

37 Students and staff from MMS participated in a Turkey Trot road race. Canned
38 goods were donated to the SHARE program. The MMS is also holding the 14th
39 annual clothing drive. Various clothing items are being collected through
40 November 11th.

41 In athletics, the MMS girls soccer team earned the Division 2 championship by
42 defeating Windham. Upcoming events at MMS are: December 15th annual
43 chorus concert, December 16th annual band concert and December 23rd band
44 and chorus concert at Heron Pond.

45 The NHIAAA ranked Milford High School fall sports programs fourth in
46 sportsmanship. Football and girls soccer were ranked first; boys soccer was
47 ranked third, and volleyball was ranked fifth. Also at Milford High School the
48 physical education students participated in contra dancing as part of the wellness
49 program.

50 On January 20th the Milford School District will host "Hide and Seek" at Milford
51 High School for participants over the age of 21. Mr. Marquis detailed the
52 program which increases drug awareness in the home. A mock bedroom will be
53 set up with an interactive program that identifies evidence of clandestine drug
54 usage.

55 b. Smarter Balanced Test Results

56 The test results from the first smarter balanced test that was held last spring
57 were presented. This data set cannot be compared to the NECAP tests that
58 were previously used in the state, and these new test results can only be
59 considered to be baseline data that will be used for future comparisons. A plan
60 going forward will include using results along with other data to improve areas of
61 weakness. Professional development, online parent resources, and
62 Performance Plus will be some resources used to improve future results. At the
63 high school level, SAT testing will be used beginning next spring in place of the
64 smarter balanced testing. In general, results were in line with a district of
65 comparative size, such as Goffstown.

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67 5. New Business:

68 b. Default Budget

69 Jennifer Burk detailed the process of the default budget calculation. A draft
70 version of the default budget in the standard state format was presented.

71 Comments from community members and board members included regarding
72 the budget and reduction of instructional assistants, field trip expenses, and the
73 details behind the numbers that were shown in the state forms that were included
74 as an exhibit.

75 Mr. Dargie explained two tax impact worksheets; one was for the proposed
76 budget and the second was for the default budget. The school tax rate increase

77 for the first pass of the proposed budget was 10.3%, and the school tax rate
78 increase of the first pass of the default budget was 8.0%.

79 6. Old Business

80 a. Budget Work Session

81 Mr. Dargie explained that at the last meeting the board asked the superintendent
82 to provide two budget items at this meeting. The first was to provide a plan to
83 decrease the current year spending. The estimated fund balance in the first pass
84 of the proposed budget was \$200,000, and the board asked the superintendent
85 to provide a plan that would increase the fund balance to \$400,000 by
86 decreasing spending in the current year by \$200,000.

87 Superintendent Marquis noted the memos from the Business Administrator and
88 Superintendent looked at six areas to reduce spending: personnel, building and
89 grounds, curriculum, IT infrastructure, purchase of textbooks and software and
90 equipment technology and furniture. These were all part of the first \$100,000 of
91 cuts. Costs associated with special education, weather related expenses and
92 second semester costs were some costs that were not planned to be reduced
93 due to uncertainty and necessity. Use of substitute teachers, use of professional
94 development expenses and the elimination of four grade 1 instructional
95 assistants were identified as the second \$100,000 of cuts to the current year.

96 Mr. Carvell was concerned about funds that are encumbered and not spent.
97 Jennifer Burk explained the process of encumbering and what the funds were set
98 aside for. Mr. Dargie suggested fund balance be brought down to \$350,000. Mr.
99 Carvell asked if overtime or other non-core expenses could be looked at as an
100 alternative to cutting personnel. Mr. Willette asked if stipend reductions could be
101 used instead of personnel reductions.

102 There was a large quantity of public comments that primarily focused on
103 recommending that the board not remove the four first grade instructional
104 associates.

105 Mr. Drew moved to have the Superintendent adjust the fund balance estimation
106 to \$350,000 with a new list that does not include personnel reductions. Mr.
107 Dargie seconded. Motion passed 5-0.

108 Mr. Dargie then explained the second item that was requested at the previous
109 meeting. This was to provide a list of cuts to the proposed budget totaling
110 \$1,000,000 that was to be shown in a single prioritized sequence. The list was
111 included as an exhibit to the agenda.

112 Mr. Marquis explained the four groupings of cuts on the potential reductions list.
113 The total reduction of all four levels was \$1,078,000. He briefly discussed each
114 of the 38 items on the list.

115 Mr. Dargie stated that he was in favor of a \$700,000 reduction which
116 approximately equaled the first three sections of the list. Mr. Mannino asked if
117 secretarial and support personnel were looked at. Superintendent Marquis said
118 that these areas were included.

119 There was extensive public discussion on the potential cuts. Some of the issues
120 discussed were the elimination of the music (vocals) teacher at the middle
121 school, the number of students enrolled in the machining classes at the high
122 school, the elimination of technology improvements and the corresponding effect
123 on students, a request to find cuts in administrative and secretarial positions,
124 health care expenses, stipends, average class sizes, the LPN to RN transition at
125 the Jacques school, the foreign language program at the middle school, and the
126 proposal to eliminate separate computer classes at the middle school and to
127 integrate the computer curriculum into the remainder of the regular curriculum.

128 Mr. Dargie moved to have the superintendent bring a new list to the next meeting
129 of \$700,000 of potential cuts below the original proposed budget. The list would
130 not include the elimination of the middle school music teacher position or the
131 elimination of a grade three teacher. Seconded by Mr. Willette. Motion passed
132 5-0

133 b. Capital Improvement Plan

134 In a previous meeting the School Board requested Mr. Cooper to prioritize the list
135 of capital improvement projects. Mr. Cooper presented all projects with HVAC
136 and without HVAC and the rationale for projects needed and costs involved.
137 Without HVAC the projects would total \$3,376,650 and with HVAC the total
138 would be \$4,999,650, alternatives would total \$1,577, 650.

139 Public comments included suggestions to not include air conditioning, to consider
140 getting out of existing facilities to find lower cost facilities or to consolidate
141 facilities, and to look at getting a district wide energy management system
142 instead of getting individual ones for each building.

143 c. Policy Proposals:

144 Policy Number 2329 Donations – Second Reading of Policy Number 2329 to
145 include commentary about crowd source funding website. Mr. Willette moved
146 and Mr. Dargie seconded to approve the second reading of this policy revision.
147 Motion passed 5-0

148 Policy Number 2422 – Public Complaints About School Personnel, Employees,
149 Students or Administrators. Mr. Willette moved and Mr. Dargie seconded to
150 approve the first reading of this new policy. Motion passed 5-0.

151 Policy Number 3575 Public Complaints Involving Non-Personnel Matters. Mr.
152 Willette moved and Mr. Dargie seconded to approve the second reading of this
153 new policy. Motion passes 5-0

154 Policy Number 5115 Non-Educational Questionnaires, Surveys, and Research.
155 Mr. Willette moved and Mr. Dargie seconded the approval of the second reading
156 of this new policy. Motion passed 5-0.

157 Policy Number 5105 Suspension and Expulsion of Students. Mr. Willette moved
158 and Mr. Dargie seconded the approval of the second reading of this policy
159 revision. Motion passed 5-0.

160 c. Housekeeping Items:

161 a. Approval of Nominations – Mr. Drew moved and Mr. Mannino moved the
162 approval of the nomination of Laura Seale as a long term substitute teacher
163 for Grade 1. Motion passed 5-0

164 b. Approval of Minutes – Minutes of November 16, 2015. Mr. Willette moved
165 and Mr. Dargie seconded to approve the minutes of November 16th. Motion
166 passed 5-0.

167 c. Approval of Manifests – Mr. Willette moved and Mr. Dargie seconded to
168 approve the manifests as listed in the agenda. Motion passed 5-0.

169 d. List of Email Correspondence (information only)

170 e. List of Classified Appointments (information only)

171 f. List of Employees Leaving Service (information only)

172 g. List of Co-curricular Appointments (information only)

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174 d. Public Comments: None

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176 e. Nonpublic Session under RSA 91-A:21:

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178 Mr. Drew moved and Mr. Carvell seconded to enter non-public session under
179 RSA 91-A:2 I (a) Strategy or negotiations with respect to collective bargaining,
180 and RSA 91:A:3 II (a) personnel. Motion passed 5-0. The board entered non-
181 public session at 10:25.

182 The Board discussed early retirement requests.

183 The Board discussed collective bargaining.

184 Mr. Willette moved and Mr. Drew seconded to exit non-public session at 11:20.
185 Motion passed 5-0.

186 Mr. Willette moved and Mr. Dargie seconded to approve early retirement
187 requests from Beverly Erikson, Sandra Pelkey, and Marie Curran-Petrigno. All in
188 favor 5-0.

189 f. Adjournment

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Mr. Willette moved and Mr. Drew seconded to adjourn the meeting. Motion passed 5-0. The meeting was adjourned at 11:25.

School Board Chairman

Date of Signing