

1 **MILFORD SCHOOL BOARD MEETING MINUTES**  
2 **MONDAY, MAY 2, 2016 – 7:00 PM**  
3 **MILFORD HIGH SCHOOL – LECTURE HALL ROOM #182**  
4

5  
6 Hearing to Receive and Expend Unanticipated Revenue Pursuant to RSA 198:20b  
7

8 Chairman Paul Dargie opened the hearing at 7:00 pm. He provided an overview of why the  
9 hearing was being held and he described the requirements of RSA 198:20b which requires a  
10 hearing to accept unanticipated revenues that are in excess of \$5,000. He commented on the  
11 list of revenue sources that were being reviewed in the hearing, as shown on the exhibit that  
12 was attached to the agenda. The total of unanticipated revenue to be accepted was \$67,338.  
13 There were no board member comments and there were no public comments. Mr. Dargie  
14 closed the hearing at 7:04 pm.  
15

16 Mr. Carvell moved and Mr. Willette seconded a motion to accept \$67,338 of unanticipated  
17 revenue as listed in the board packet. Motion passed 5-0.  
18

19 1. Call To Order

20 Chairman Paul Dargie called the meeting to order at 7:05pm. Board members present  
21 were Mr. Kevin Drew, Mr. Robert Willette, Mr. Len Mannino, Mr. Ron Carvell. Also in  
22 attendance were Superintendent Robert Marquis, Business Administrator Jennifer Burk,  
23 and Minutes Recorder Marie Walker  
24

25 2. Board Member Comments

26 None  
27

28 3. Public Comments

29 None  
30

31 4. Reports and Presentations

32 a. Superintendent's Report

33 On April 21<sup>st</sup>, Grade 3 students at Heron Pond participated in a Social Studies unit on  
34 immigration. The students wore costumes from the time period. Superintendent Marquis  
35 congratulated the grade three students, teachers, parents and volunteers.  
36

37 On May 12<sup>th</sup> NH Commissioner of Education Vivian Barry will visit all schools in the  
38 Milford School District. Commissioner Barry will spend time at Milford High School  
39 (Windows on West Street) where she will hear about student internships and from  
40 students involved with "We The People". At the Milford Middle School she will hear from  
41 Recycling Club members and visit a science room that uses Chromebooks. She will then  
42 tour the raised bed gardens at Jacques Memorial School and read to students and meet  
43 with 5<sup>th</sup> graders at Heron Pond.  
44

45 On May 18 from 6:30pm – 8:00pm, the Milford Rotary Club will sponsor Showcasing  
46 Business and Students Connections held at the Windows on West Street bringing  
47 together business and students involved in internships.  
48

49 Congratulations to Milford High School Senior Olivia Rougeau who received a full  
50 scholarship to the University of Hartford to participate in track and field and volleyball.  
51

52 Milford High School pipe replacement RFQ deadline for bids was extended to Monday,  
53 May 9<sup>th</sup>.

54  
55 NEASC has presented the Final Report to Milford High School. The report will be made  
56 available to the board and to the public within 60 days. The timeline for the work to be  
57 done will be one year. Students and faculty members will be involved in the committees.

58  
59 Dr. Craven, Mr. DeMarco, two Athletic Directors, Business Administrator Jennifer Burk  
60 and Superintendent Marquis have formed a committee to discuss co-curricular activities.  
61 They will be developing a matrix of the stipends.

62  
63 Tuesday, June 14<sup>th</sup>, will be the last day of school. Superintendent Marquis stated that it  
64 would be a half day, and lunch would be provided. The details for each school will be  
65 announced by the building administration.

66  
67 Mr. Mannino asked about the air quality monitoring devices relating to the superfund  
68 clean-up sites. Superintendent Marquis stated that no readings were made available yet.  
69 A monitoring unit was installed next to the High School media center entrance. No  
70 additional units were installed near the Jacques Memorial School since there were  
71 several located right on the active site and they are relatively near the school.

72  
73 b. MHS Woodworking Program – Bob Williams

74 Three woodworking students presented their projects to the school board. The students  
75 are allowed to use free time to work on independent projects. Also, the students have  
76 worked on commemorative projects and to obtain employability skills.

77  
78 Mr. Williams demonstrated the progression of skills that students follow during the  
79 course of the woodworking class.

80  
81 Resident Susan Giles spoke about the benefits of the woodworking class to everyone.  
82 She spoke regarding her husband learning this life skill and how he was able to apply it  
83 to every day projects.

84  
85 Mr. Mannino commended Mr. Williams for the presentation. Chairman Dargie noted that  
86 the cuts to woodworking program were because of the default budget and that it was up  
87 to the administration to find places to make alternate cuts if so desired. Mr. Carvell  
88 asked what the dollar value was for the cut, and Business Administrator Jen Burk noted  
89 the cut amounted to \$42,000. The change is that the position is being cut from full time  
90 to part time, and that the shop free time for independent work would no longer be  
91 available.

92  
93 5. New Business

94 a. Financial Forecast

95 Business Administrator Jennifer Burk forecasted that the district will have a \$343,388  
96 fund balance at the conclusion of the school year, based on a combination of incurred to  
97 date expenses, and anticipated spending and revenues through the end of the school  
98 year, not including any amounts spent for heating pipe replacement. She discussed the  
99 details of the make-up of the projected financial position. The largest shortfall was in the  
100 food service program, which will be approximately \$70,000. Assuming that the heating  
101 pipe replacement project will be \$250,000, the fund balance should be approximately  
102 \$93,000. Mr. Dargie questioned the forecasted increase in the Medicaid funding. Ms.

103 Burk explained that Medicaid reimbursement is a function of IEPs and what services are  
104 given, and can fluctuate significantly. Mr. Dargie requested the historical totals for the  
105 last ten years be presented at a future board meeting. Mr. Dargie also requested a  
106 discussion regarding the food service program in regards to the program operating at a  
107 loss.  
108

109 The Milford High school pipe replacement project is out to bid at the estimated cost of  
110 \$250,000. Director of Buildings and Grounds Bill Cooper talked to the contractors about  
111 what \$250,000 would be able to cover. The contractors stated that \$250,000 would  
112 cover roughly one-third of the total project, so that was the scope of the project that was  
113 chosen to be rebid.  
114

#### 115 b. Capital Improvement Plan

116 Mr. Dargie explained that each year a Capital Improvement Plan is submitted to the  
117 Capital Improvement Plan - Citizens Advisory Committee. Mr. Dargie proposed that the  
118 submission include a 2017 \$3 million dollar bond similar to last year's proposal, and a \$5  
119 million dollar bond scheduled for 2021. He stated that the list of needed items is in  
120 excess of \$10 million dollars, but that the \$3 million dollar bond proposal represents the  
121 amount that the voters would likely approve, and would cover the most urgent needs.  
122 He also stated that the \$3 million dollar proposal might end up being composed of  
123 multiple warrant articles, but that for the purposes of the CIP-CAC that they just be  
124 combined into one item. Mr. Willette stated that he thought that the 2017 bond be set at  
125 \$5 million dollars which would allow the amount to be decreased if needed. He stated  
126 that it is much more difficult to increase a proposed amount once a lower figure is  
127 offered. Mr. Dargie disagreed and said that the board should forecast the amount that is  
128 their best guess as to what will really be proposed. Mr. Carvell agreed with Mr. Willette  
129 that a \$5 million dollar bond is more appropriate based on the urgent needs of the  
130 district, and that the school board should meet with the selectman to prioritize items. Mr.  
131 Carvell also agreed that the items should be broken down into separate warrant articles  
132 when actually proposed during the budget season next fall.  
133

134 Mr. Dargie moved and Mr. Drew seconded a motion to submit a forecast to the Capital  
135 Improvement Plan – Citizen's Advisory Committee for a \$3 million dollar bond in 2017,  
136 and a \$5 million dollar bond in 2021. Motion passed 3-2, with Mr. Willette and Mr.  
137 Carvell in opposition.  
138

### 139 6. Old Business

#### 140 a. School Board Goals

141 Chairman Dargie presented five different goals for the school board.

##### 142 1) Collective Bargaining Negotiations with MEPA and MESSA.

143 These are primarily done in non-public sessions. The goal is to have agreements with  
144 the two groups in time for presentation to the voters in 2017.  
145

##### 146 2) Review Capital Needs Analysis and Determine its Implementation

147 This is similar to the process that was followed last year that resulted in a \$3M bond  
148 proposal that failed to get the 60% voter approval that was needed.

149 Submit a plan to the town Capital Improvement Plan - Citizens Advisory Committee.

150 Mr. Carvell asked if the administrators would be limited to a \$3 million bond proposal.

151 Mr. Dargie stated that the forecast to the CIP-CAC does not limit the proposal, and that  
152 the administration will be able to propose a different amount if desired.  
153

154 3) Develop a Long Term Plan for Bales School Building, or Develop a Plan for a  
155 Replacement Facility.

156 The administration was asked to estimate all the costs associated with a complete  
157 renovation of the Bales School including all aspects of the building needs. An estimate  
158 of the sequencing of the renovations should be included. They should also develop a  
159 budgetary figure for the creation of a replacement facility for the Sage program if it were  
160 to be moved out of the Bales building, and to estimate all the costs associated with  
161 moving the Sage Program. Explore options on what the costs would be to replace the  
162 building and what would be some additional uses for the building if it were fully  
163 renovated. Mr. Drew asked what the square footage is for Sage as that is a key  
164 requirement for estimating the cost for a replacement facility.  
165

166 4) Explore Self-Funded Full-Day Kindergarten

167 The administration was asked to create a presentation of the costs and issues related to  
168 offering full-day kindergarten on a self-funded basis. Parents would pay for the costs of  
169 the half of the full day program. Mr. Dargie explained there would be a mix of full and  
170 half day sessions. Mr. Mannino asked if the program is a self-funded program, then why  
171 would it be part of the budget? Mr. Dargie explained that it would need to be part of the  
172 budget because it would be an expense. The only difference is that there would be an  
173 offsetting revenue that would eliminate the tax impact of the spending. Mr. Willette  
174 commented that this would add to the problem of students entering 1<sup>st</sup> grade with  
175 varying levels of ability. Mr. Dargie commented that he thought that the students that  
176 are likely to go into the full-day program would have likely have been in another full-day  
177 program so the effective differences in academic abilities for students going into 1<sup>st</sup>  
178 grade would be small.  
179

180 5) Explore Additional Revenue Sources

181 Investigate possible alternative revenue sources such as pay for play, and advertising on  
182 school properties.  
183

184 6) Improve Communications With the Public

185 Mr. Dargie noted that this goal is vague. Mr. Carvell stated the School Board could do a  
186 better job with distributing the information regarding the budget to the public. Mr. Carvell  
187 stated that Granite Town Media could be used to distribute information with capital  
188 needs and notifications to parents regarding budget issues.  
189

190 Mr. Drew moved and Mr. Mannino seconded a motion to approve the 2016-2017 school  
191 board goals list as presented in the agenda. Motion passed 5-0.  
192

193 b. Policy Proposal

194 1. Policy 2295 Acceptable Computer, Network and Internet Use Policy (second reading)  
195 Modification of Policy number 2295 second reading. Mr. Willette moved and Mr. Dargie  
196 seconded a motion to approve the second reading of the modification of Policy number  
197 2295. Motion passed 5-0.  
198

199 7. Housekeeping Items

200 a. Approval of Nominations – Mr. Drew moved and Mr. Mannino seconded a motion to  
201 approve the nominations as listed in the agenda. Motion passed 5-0.

202 b. Approval of Minutes 4/18/16 – Mr. Drew moved and Mr. Mannino seconded a motion  
203 to approve the minutes of the 4/18/16 meeting as listed in the agenda. Motion passed 5-  
204 0.

205 c. Approval of Manifests: 26, 27, 1127, 1133, 1134, 1135, 1136, 1137, 1138, 1139,  
206 1140

207 Mr. Willette moved and Mr. Dargie seconded a motion to approve the manifests as listed  
208 in the agenda. Motion passed 5-0.

209 d. List of Email Correspondence (information only)

210

211 8. Public Comments

212 None

213

214 9. Nonpublic Session under RSA 91-A:2I (a) Strategy or negotiations with respect to  
215 collective bargaining, RSA 91-A:5 VI Emergency Functions, and/or RSA 91-A:3 II (a)  
216 Personnel (if needed)

217 Mr. Drew moved and Mr. Mannino seconded a motion to go into nonpublic session at  
218 9:00 pm under RSA 91-A:2I (a) Strategy or negotiations with respect to collective  
219 bargaining and RSA 91-A:3 II (a) Personnel. Motion passed 5-0.

220

221 The Board reviewed a personnel request.

222 The Board discussed collective bargaining.

223 The Board discussed a personnel issue.

224

225 Mr. Drew moved and Mr. Willette seconded a motion to exit non-public session at 9:47  
226 PM. Motion passed 5-0.

227 Mr. Drew moved and Mr. Willette seconded a motion to approve a personnel request for  
228 unpaid leave of absence. Motion passed 5-0.

229

230 10. Adjournment

231 Mr. Drew moved and Mr. Willette seconded a motion to adjourn the meeting. Motion  
232 passed 5-0. Meeting adjourned at 9:50 PM.

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235

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\_\_\_\_\_  
School Board Chair

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Date of Signing