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**MILFORD SCHOOL BOARD Minutes  
(SCHOOL ADMINISTRATIVE UNIT No. 40)  
October 4, 2010**

- 1. Call to Order** Chairman Bragdon called this meeting of the Milford School Board to order at approximately 7:00 p.m. on Monday, October 4, 2010, in Lecture Hall #182 at the Milford High School. Those present, together with interested citizens, were:

**School Board Present** Peter Bragdon, Paul Dargie, Carolyn Halstead, Len Mannino, and Bob Willette.

**Staff Present** Robert Suprenant, Superintendent of Schools; Katie Chambers, Business Administrator; and Laurel Johnson, Assistant Superintendent of Schools.

**Recorder** J. Bradford Seabury.
- 2. Board Member Comments** Chairman Bragdon asked if there were any comments from Board members. None being brought forward, he continued to the next agenda item.
- 3. Public Comments** Chairman Bragdon asked if there were any introductory comments from members of the audience. None being brought forward, he continued to the next agenda item.
- 4. Reports and Presentations**

  - a. Superintendent's Report** Superintendent Suprenant reported that a very productive staff workshop day had been held the preceding Monday, with more than 400 employees participating in anti-bullying training led by Dr. Malcolm Smith, the author of HB-1523, with school bus drivers and area police department personnel also having been invited to attend.

Superintendent Suprenant reported that the 3-week NECAP testing window had begun this week.

Superintendent Suprenant reported that Open House programs had been completed at all schools, with the principals taking advantage of the Global Connect telecommunication system to remind parents of the programs, which also provided a good test of the system's performance.

Superintendent Suprenant announced that the Precision Machining program had received a \$500 donation from a parent of an out-of-district student who had participated in the ATC program for two years.

Superintendent Suprenant concluded his report by stating that he had distributed copies of the October 1<sup>st</sup> enrollment numbers to the Board members to help with projection planning

**b. Update  
on  
Jacques  
Memorial  
Building  
Project**

Business Administrator Chambers said the project was going quite well, reporting that the roofs had been done the preceding week and the ceilings and sprinkler system were being put in this week, and the doors and hardware would go in the following week, with everything being on schedule. She stated that the committee was looking for direction with respect to the security system on the building, explaining that the existing system on the building was not expandable except by cannibalizing parts from other systems elsewhere. She noted that an informal quote had been obtained for a system to cover the entire building (both old and new) with a new system that would be the first step in a system-wide plan for the entire District, saying the cost would be just under \$10,000. Ms. Halstead asked for information about the security system being proposed, and Ms. Chambers provided further details. Explaining that going out for a more formal bid would require an additional month of time, she described details of the locking/access system. Mr. Willette asked why the security system for the door being blocked by the new addition could not be used, and Business Administrator Chambers explained that there was a fear of damage if the sensitive system were moved. Chairman Bragdon expressed concern about not yet having enough information, saying more information for a comprehensive long-term system was needed before making a decision. He then ruled that the Board approved the administration going out to gather more information and quotes on the security system.

**b. Board  
Member  
Quarterly  
Reports**

**Granite Town Media Advisory Committee** — Mr. Mannino said he had spoken with Joe Kasper earlier in the evening, and he reported on details obtained during that conversation. He confirmed that the group was involved with the Town's Web site. Mr. Dargie asked if the School District possibly could piggyback on that system; Superintendent Suprenant said he had contact information and would discuss this possibility with the officials involved.

**Wellness Committee** — Mr. Willette said the committee's main focus was on bullying at this time. Superintendent Suprenant added that each building would have its own Wellness Committee during the coming year.

**ATC Regional Center Advisory Committee** — Ms. Halstead said a lot of new stuff was being presented, commenting on the excitement of the people involved.

**Technology Committee** — Mr. Dargie reported that the Committee had not met yet but would be doing so shortly. He said an approved plan would be needed for the E-rate program by December. Mr. Bragdon said he had been asked how E-rate money was accounted for. Business Administrator Chambers said it was mostly on services, largely for IT activity and telephone services, saying it was brought into the budget as revenue.

**Professional Development Committee** — Ms Johnson said the Committee would not be meeting until November.

**LEIP Committee** — Superintendent Suprenant said the first meeting would be held on October 12<sup>th</sup>.

**5. New Business**

**a. Default  
Budget  
Policy  
Review**

Chairman Bragdon noted that Administration had been asked at the last meeting to come up with some suggestions concerning possible pitfalls with respect to the existing policy (#2327) concerning the Default Budget. Noting that the Board had asked for the Default Budget to be discussed earlier in the budgetary process; Superintendent Suprenant stated that copies of the applicable RSAs had been provided to the Board members, and he commented on areas that the Board might want to reconsider because of possible variant interpretations. He noted that utilities generally did not have multi-year contracts, pointing out as an example that heating fuel was successfully purchased on the spot market. He suggested that the Board might want to loosen the restrictions, adding that the additional space to be heated at Jacques because of the addition should be taken into consideration. With respect to collective bargaining agreements, he said, Administration's position was that the budget should not be reduced below what was needed for educational services, saying it was a possible pitfall, as reduction might be made for a budgetary need rather than an educational need. He also noted that it was understandable that positions might be eliminated in the case of decreased enrollment.

Superintendent Suprenant suggested the Board might want to consider defining whether the term "proposed budget" in the policy referred to the School Board's proposed budget or to the budget approved by the legislative body—asking if a corresponding change of the Default Budget was needed if the budget were changed at the Annual School Meeting. He then concluded by noting that increases were budgeted in the Default Budget only if specific vendors were mentioned in the contract—but there were about fifty people who had health insurance that was not designated as a specific vendor in the contract or who were not affiliated, saying this could result in a compounded gap that would grow over the years if default budgets was consistently chosen by the voters, resulting in an unintended deficiency over the course of several years. He expressed concern that this might encourage the formation of labor unions. Mr. Dargie noted that the Default Budget did not look at inflation issues.

Chairman Bragdon expressed agreement that the term "proposed budget" needed to be defined, but he questioned if health insurance to these people would be a legal contract. Superintendent Suprenant noted that this did not pertain to individuals, such as himself.

Superintendent Suprenant clarified that the Default Budget would not be put together until some time well in the future.

Chairman Bragdon said he wanted more time to think about this.

Mr. Dargie reminded the Board members of the extensive discussion last year concerning expenses that were not expected to be likely to reoccur. Superintendent Suprenant noted that there was a problem with the word "obligation," which could be defined differently by different people. Mr. Dargie expressed a desire to ask Legal Counsel to check on legal precedents; Chairman Bragdon concurred. Mr. Dargie clarified that he wanted to know if there were any case law that defined what should be in a default budget.

Chairman Bragdon said he would look for a better definition of "proposed budget" and discuss it further at the next meeting.

Mr. Mannino asked about the concept of decreasing enrollment. Superintendent Suprenant pointed out that losing a couple dozen students might mean only a couple students per grade level, which would not be significant with respect to staffing needs.

## **6. Old Business**

### **a. Policy Proposals**

#### **(1) Policy #2316, School Bus Driver Requirements (2nd Reading)**

Chairman Bragdon noted that Policy #2316 was a new policy, which had been passed for a first reading with no changes. Mr. Willette moved to approve Policy #2316 for a second reading; Mr. Dargie seconded the motion. **Vote:** All members voted in favor, and Chairman Bragdon declared the motion to have carried unanimously (5-0).

#### **(2) Policy #1012, Community Resources and Involvement (2nd Reading)**

Mr. Willette moved to approved Policy #1012 for a second reading; Mr. Dargie seconded the motion. Mr. Dargie pointed out that this policy was required by the Department of Education. **Vote:** All members voted in favor, and Chairman Bragdon declared the motion to have carried unanimously (5-0).

Superintendent Suprenant informed the Board that the Policy Committee members felt both the bullying policy and the truancy policy should have more notice to the parents before coming to the Board, adding that notification would be given, including postings on the Web site, so that parents who might wish to provide input could do so.

**b. Budget Guidelines**

Chairman Bragdon asked if there were any objection to discussing the budget policy guidelines, which had not been placed on the agenda. No objection being raised, he reviewed his guidelines document, taken from last-year's document but updated by dates for the present year. He expressed a belief that a couple things on Page 2 should be changed. He read the text aloud, reviewing the history of how the existing text had come about—saying this had never been used and probably was not needed. He then stated that Mr. Dargie had pointed out that the preceding statement referenced a possible alternative recommendation, but the actual practice was to vote for or against, so he felt both items could be removed from the policy.

*Decision  
to approve  
the budget  
guide-  
lines, as  
amended*

Mr. Bragdon moved that the Board adopt the budget guidelines as presented. Mr. Dargie seconded the motion. Mr. Bragdon then moved to remove the third bullet item under "Articles" and to remove everything from the last sentence of the second bulleted item after the word "recommended." Mr. Dargie seconded the motion. **Vote:** All members voted in favor of this proposed change, and Chairman Bragdon declared the amendment motion to have carried unanimously (5-0). Chairman Bragdon then called for a vote on the amended motion. **Vote:** All members voted in favor, and Chairman Bragdon declared the motion to have carried unanimously (5-0).

**7. Housekeeping Items**

**a. Approval  
of  
09/20/10  
Minutes**

Chairman Bragdon addressed the 09-20-10 meeting minutes. Mr. Willette said he thought the term "Acting Chairman" should be changed to Chairman. Chairman Bragdon ruled to leave it as it was.

Mr. Dargie said he had redone his copy, adding the material for the nonpublic session. He then referenced page 5, second paragraph, saying the wording was changed in his version, as it had been the Policy Committee that had been said to have discussed the proposed change in detail, not the School Board.

Mr. Dargie moved to approve the minutes of 9-20-10 as amended by himself; Mr. Willette seconded the motion. **Vote:** All members voted in favor except for Mr. Bragdon, who abstained because he had not been present at that meeting, and Chairman Bragdon declared the motion to have carried (4-0-1).

- b. Approval of Manifests** Chairman Bragdon addressed the manifests awaiting approval, listed as including Vouchers Nos. 5, 6, 8, 1033, 1034, 1042, 1043, 1044, 1045, 1046, 1047, 1048, 1049, 1050, 1051, and 1052.

Mr. Willette expressed concern about possible conflict, as his son was a substitute teacher, although he did not know if his name appeared on any of these vouchers. Both Chairman Bragdon and Mr. Dargie stated that they did not believe this was a case of conflict, with Chairman Bragdon pointing out that there was no personal financial interest involved, as this was a payroll voucher for something that had already been paid.

Mr. Dargie moved that the Board approve the manifests as listed; Ms. Halstead seconded the motion. **Vote:** All members voted in favor, and Chairman Bragdon declared the motion to have carried unanimously (5-0).

- c. Approval of Treasurer's Report** Chairman Bragdon addressed the July 2010 Treasurer's Report. Mr. Dargie moved that the Board approve the Treasurer's Reports as listed; Ms. Halstead seconded the motion. **Vote:** All members voted in favor, and Chairman Bragdon declared the motion to have carried unanimously (5-0).

- 8. Public Comment** Chairman Bragdon asked if there were any closing comments from members of the audience.

Ms. Marsha Feder, the new president of the Milford Teachers Association, asked for further details about how the Default Budget was established, saying she had found confusion among the employees. Chairman Bragdon said that the Board would be discussing this at its next meeting, and he suggested that any questions could be submitted for response.

No other audience members being present to provide input, Chairman Bragdon continued to the next item on the agenda.

**10. Adjournment**

Chairman Bragdon said there would not be a nonpublic session, but the Board would be discussing the collective bargaining strategy, which was a non-meeting. He then moved to adjourn; Mr. Dargie seconded the motion. **Vote:** All members voted in favor, and Chairman Bragdon declared the motion to have carried unanimously (5-0), and Chairman Bragdon declared this meeting to be adjourned at 7:54 p.m.

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Chairman of the School Board

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Date of Signing