

MILFORD SCHOOL BOARD
MINUTES OF JANUARY 2, 2018, MEETING
MILFORD HIGH SCHOOL, LECTURE HALL #182

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6 **1. Call to Order**
7

8 Board Chair Ron Carvell called the meeting to order in Lecture Hall #182 at the Milford High
9 School at 7:00 p.m. Board members present were Board Vice-Chair Kevin Drew, Mr. Len
10 Mannino, Ms. Jennifer Siegrist and Mr. Bob Willette. Also in attendance were Superintendent
11 Robert Marquis and Ms. Jen Burk, Business Administrator. The recording secretary was Ms.
12 Trish Gedziun.

13
14 **2. Board Member Comments**
15

16 There were none.

17
18 **3. Public Comments**
19

20 There were none.

21
22 **4. Reports and Presentations**
23

24 a. **Superintendent's Report**
25

26 Superintendent Marquis stated that he received an e-mail from Marie Blanchard who was from
27 the New Hampshire Department of Education's, Division of Programs Support, and she had
28 informed him and the Board that the Public School Infrastructure Fund application for a generator
29 had been denied. He noted that Ms. Blanchard said that the Commission was encouraging
30 them to contact their Community Emergency Management Director to see if there were any
31 opportunities to fund the generator project. He further said that the school may qualify for
32 assistance if it was an emergency shelter and he was pursuing that.

33
34 Superintendent Marquis said that he had also received an e-mail from Amy Langelier who was
35 a donor service manager from the Lois G. Roy Dickerman Fund which was part of the New
36 Hampshire Charitable Foundation. He said that Ms. Roy was congratulating the District, and in
37 particular, the Milford Spartan Football Booster's for their participation in the New Hampshire
38 Tackles Hunger Program. He said that as a result of their participation in the program they were
39 awarded a \$500.00 grant. Superintendent Marquis congratulated them and thanked them for
40 supporting the program.

41
42 Superintendent Marquis noted that it was extremely cold out that day and was happy that they
43 were able to accommodate the buses and the children and make sure they were warm and safe
44 getting on the buses.

45
46 Mr. Carvell asked Superintendent Marquis about the pipe that broke at the middle school.
47 Superintendent Marquis replied that at about 11:30 a.m. that morning they believed a pipe had
48 broken in the cafeteria. He said they moved the children out of the cafeteria and they shut down
49 the water flow. He further said that as far as he could tell there was no water damage.
50 Superintendent Marquis said that the broken section of the pipe would be replaced. He said that
51 the reason the pipe froze was because their air handler systems were quite old and freezing air

52 got into the pipe. He said that the lovers were not working properly because they were remaining
53 open despite the very cold weather. He noted that they were getting new HVAC systems on the
54 roof in time for the next year; but for now the lovers were being covered up to reduce air flow.

55

56 **5. New Business**

57

58 a. Primex Contribution Assurance Program for FY 2020-2022 for the Property &
59 Liability Program

60

61 Mr. Carvell said that the Primex packages which were in the Board's folders were the Workman's
62 Compensation and Property Liability Programs. He said what was in front of the Board was a
63 document to cap the programs for budgeting purposes for the next three years.

64

65 Mr. Drew made a motion to accept the offer of the New Hampshire Public Risk Management
66 Exchange, Primex; to enter into its Property and Liability Contribution and Insurance Program
67 as of the date of adoption of this Resolution and to be contractually bound to all of the terms and
68 conditions of Primex Risk Management Pool Membership during the term of the Property and
69 Liability Contribution Assurance Program. The coverage provided by Primex in each year of
70 membership shall be as then set forth in the coverage documents of Primex. Mr. Willette
71 seconded the motion.

72

73 **VOTE: 5 – 0 – MOTION CARRIED**

74

75 b. Primex Contribution Assurance Program for FY 2020-2022 for the Workers'
76 Compensation Program

77

78 Mr. Drew made a motion to accept the offer of the New Hampshire Public Risk Management
79 Exchange to enter into its Worker's Compensation Contribution Assurance Program as of the
80 date of adoption of this Resolution and to be contractually bound to all of the terms and
81 conditions of Primex Risk Management Pool Membership during the term of the Worker's
82 Compensation Contribution Assurance Program. The coverage provided by Primex in each year
83 of membership shall be as then set forth in the coverage documents of Primex. Mr. Willette
84 seconded the motion.

85

86 **VOTE: 5 – 0 – MOTION CARRIED**

87

88 **6. Old Business**

89

90 a. 2018-2019 Operating Budget

91

92 Mr. Carvell said that they had added back the part-time Maintenance & Grounds Department
93 position which was for \$21,734 and they had also added back the reduction of the art teacher
94 position which was for \$65,624 from a 5/8^{ths} position to a full-time position. He said they had
95 reduced \$52,500 for the Chromebook purchases for next year but noted that they believed they
96 would still be able to purchase them at some point this year. Mr. Carvell said they wanted to
97 have further discussion regarding the teacher reduction at Heron Pond.

98

99 Mr. Mannino asked if one of the pending items was the educator's position at Heron Pond and
100 everything else that the Chair just mentioned had been factored into the budget. Mr. Carvell
101 replied that was correct. He said the current budget, with the additions and reductions, was
102 \$41,258,902.

103

104 Mr. Mannino asked if there was a tax impact on what that figure represented. Ms. Burk replied
105 that it was .19 cents or approximately 1.25%. Mr. Mannino asked if that excluded any Warrant
106 Articles. Ms. Burk replied that was correct.

107

108 Ms. Siegrist stated that she went through the budget as it was proposed from the last meeting
109 and one of the items that was raised by the Chair was reducing the elementary teaching staff by
110 one position because they were under enrollment in the third grade. She said that did not mean
111 that anyone would lose their position but it was simply through attrition or retirement. She further
112 said that based on what their enrollment teacher/student was, there could be no more than 25
113 students per class in a third grade classroom. Ms. Siegrist said she was willing to accept cutting
114 that position as long as they kept the Special Education Secretary. She said with regard to the
115 part-time health teacher position, she felt more comfortable having the Special Education
116 Secretary with all of the responsibilities that position entailed.

117

118 Ms. Siegrist said that there was a formula used for student/teacher ratios and their ratio was
119 lower than the states. She said if everyone wanted 22 or 18 students per class instead of 25
120 then the town needed to come to the Board and say that was a priority; noting that it would
121 increase the budget substantially. Mr. Carvell stated that he agreed with Ms. Siegrist's
122 comments.

123

124 Mr. Carvell said that if they were to keep the third grade teacher position out then he calculated
125 that the budget would line up to be \$41,258,902, which was under the calculated default budget
126 by \$172,529.

127

128 Mr. Carvell stated that at the last meeting the Budget Committee had presented the Board with
129 a list of their recommended findings and cuts. He said he went through their reductions and the
130 Board had already captured most of them.

131

132 Mr. Mannino asked if the proposed budget included the Special Education Secretary position.
133 Mr. Carvell replied that it did.

134

135 Mr. Mannino asked if the part-time health teacher position was a position where the incumbent
136 was retiring. Superintendent Marquis replied that the full-time health teacher was retiring and
137 the intention was for the part-time person to take the full-time position and for the district to
138 eliminate the part-time position.

139

140 Mr. Mannino made a motion to approve the 2018/2019 operating budget at \$41,258,902. Mr.
141 Willette seconded the motion.

142

143 **VOTE: 5 – 0 – MOTION CARRIED**

144
145 b. 2018-2019 Default Budget
146
147 Ms. Burk stated that attached to the agenda was the tax impact analysis for the default and the
148 Warrant Article reflected the current operating budget and the default.
149 Mr. Drew asked what the delta was between the two. Mr. Carvell replied it was \$172,529 and
150 the proposed budget was lower than the default budget.
151
152 Mr. Mannino asked if there was a breakdown of what the big pieces of the default were. He
153 asked if any of the positions that were eliminated were carried over in the default budget. Ms.
154 Burk replied that they existed in the default budget.
155
156 Mr. Mannino asked if the Board moved through the budget process and for whatever the
157 justification was a position was eliminated from the proposed operating budget, why would we
158 expect to see it in the default budget. Ms. Burk replied it would be reflected in the default budget
159 as well and it would decrease the default.
160
161 Mr. Carvell stated that the Board had the authority to move the default budget or take positions
162 out of the default budget.
163
164 Mr. Mannino asked if the Chair had a particular position. Mr. Carvell replied he had not yet
165 thought that far out.
166
167 Mr. Mannino asked what sort of deadline there was for such a motion. Ms. Burk replied that the
168 Board could change the Default up until the point where the ballot was printed. Mr. Mannino
169 said that ultimately if the proposed operating budget failed and the default budget was enacted
170 there would be positions that were eliminated and that would falsely increase the amount of the
171 default. Mr. Carvell replied that the way the statute read it was just the dollar value and he did
172 not think they had to restore the positions. He said if the town decided not to support the budget
173 it would give the school \$172,529 more to spend and at that point they could restore some things.
174 Mr. Mannino said he was not sure how he felt about keeping money in there that was geared
175 towards a particular position that no longer existed and then spending it on something different.
176 Ms. Burk stated that if the voters decided to restore the third grade teaching position into the
177 operating budget for the next year at the deliberative session it would be there and the Board
178 could choose whether to have it in the default budget.
179
180 Superintendent Marquis stated that he would put the topic of the default budget on the next
181 agenda for discussion.
182
183 Mr. Willette asked if the Board could get a more detailed list of what was on the default budget.
184 Ms. Burk replied that the full listing, line by line, was on the website and she had prepared the
185 DRA's version of the default which summarized all of the accounts. She said that would be
186 finalized after this meeting.
187
188 c. 2018-2019 Proposed Warrant
189

190 Mr. Carvell stated that Board had copies of the draft Warrant Articles. He read aloud the Warrant
191 Articles as summarized below:

192

193 1. To set the operating budget at \$41,258,902 and the default budget at \$41,431,431.

194

195 Ms. Siegrist made a motion to support Warrant Article #1. Mr. Drew seconded the motion.

196 **VOTE: 5 – 0 – MOTION CARRIED**

197

198 2. To see if the district will vote to raise and appropriate the sum of \$582,000
199 necessary to defray the cost of the full-day kindergarten program at the Jacques
200 Memorial Elementary School beginning in the 2018/2019 year. This includes the
201 funding from the KENO which was \$1,100 per student.

202

203 Mr. Drew made a motion to support Warrant Article #2. Ms. Siegrist seconded the motion.

204

205 **Discussion:**

206

207 Mr. Drew stated that he did support the full-day kindergarten program but even if he did not he
208 would still be in favor of putting it on the Warrant because he felt it was something that the town
209 needed to speak to and not something that the Board should decide.

210

211 Mr. Willette agreed that it should be on the ballot but said he felt there were too many “ifs” in the
212 proposed full-day kindergarten proposal. He said he would vote against it.

213

214 Mr. Mannino stated that he had no issue with it being on the Warrant for voters but his question
215 was relative to the offsetting revenue from KENO. He said the proposal was to raise \$582,000
216 and then at some point the offsetting revenue would come in. Superintendent Marquis replied
217 that was correct but he did know exactly when the revenue would come in. Ms. Burk said that
218 she had a conversation with Bill Dresher about the wording on the Warrant Article and because
219 they did not have any sort of guarantees around Keno-garten funding the wording in the Warrant
220 Article was to raise and appropriate that amount and then if they received the Keno-garten
221 revenue it would come through the DRA when they set the tax rate. She said it was not part of
222 the Warrant Article to say that it would include any kind of additional adequacy aid as a result of
223 the Keno income.

224

225 Mr. Mannino stated that he was not quite sure if he were going to support the program or not
226 because of the funding issue. He said he was not sure how they would get across the “what ifs”
227 given what would happen in Concord with the funding. He further said that he felt they needed
228 to be clear with the voters that they may not receive the offsetting revenue and his concern was
229 that it would be a deal breaker for a lot people.

230

231 Mr. Willette asked if the tax impact included the \$1,100 per student in funding. Ms. Burk replied
232 that the .42 cents that was noted first did not and then it would be .32 cents if they actually
233 received the Keno-garten funding. She said the note itself would not appear on the ballot.

234

235 Mr. Carvell stated that he agreed with Mr. Drew in that they heard a very good presentation from
236 the administration on the students having challenges because they did not have full-day
237 kindergarten; however he expressed the same concerns that Mr. Mannino had in that the funding
238 and the tax rate was an issue. He said he felt they really needed the town to make the decision.
239 Mr. Carvell said that he was supporting the full-day kindergarten program but he was concerned
240 about the cost of it and where the money would come from.

241
242 Mr. Willette stated that he was very involved when they started the half-day kindergarten
243 program and because of that, there were approximately 20 less private kindergartens in town.
244 He said they presently had about three private kindergartens and he felt that the full-day
245 kindergarten program would put those private kindergartens out of business.

246
247 Ms. Siegrist said that there were daycare centers in town that said they offered programs for
248 kindergarten age children but they did not offer kindergarten programs with anywhere near the
249 level of qualified staff that the district had. She said she felt the program would help sell Milford
250 to families and help business attract and retain employees. She further said that it was definitely
251 a question that the voters should decide because most people who had looked at the research
252 understood the incredible benefits that a real full-day program had over a half-day program. Ms.
253 Siegrist said that she was one of the strong voices that wanted a self-funded program because
254 she did not want the cost to impact the taxpayers but they were less than 25% of New Hampshire
255 towns that did not offer full-day kindergarten. She said it was a significant cost but it was also a
256 significant boost to the beginning of all of their students' education.

257
258 Mr. Willette asked what that did to the tax impact. Ms. Burk replied that it would go by .42 cents
259 per thousand.

260
261 Ms. Siegrist made a motion to support Warrant Article #1. Mr. Drew seconded the motion.

262

263 **VOTE: 3 – 2 – MOTION CARRIED (Nay – Mannino and Willette)**

264

265 3. The Collective Bargaining Agreement between the Milford School Board and the
266 Milford Administrative Group.

267

268 Ms. Burk stated that the increase in the cost of living adjustment for the first year was \$15,844
269 and there was a salary adjustment for two staff members for \$3,479. She said the wage driven
270 benefits; FICA, Medicare and the New Hampshire Retirement was \$5,228 and it was offset in
271 the first year by health insurance changes because moving to the yellow plan so the health
272 insurance change was a decrease of \$46,279. Ms. Burk said that in the first year it would reduce
273 the operating budget if it passed by \$21,728 or by .2 cents on the rate. She further said that the
274 future years reflected just the cost of living adjustment in the wage driven benefits.

275

276 Mr. Willette made a motion to support the Collective Bargaining Agreement between the School
277 Board and the Milford Administration Group. Mr. Drew seconded the motion.

278

279 **VOTE: 5 – 0 – MOTION CARRIED**

280

281 4. To see if the District will vote to establish a contingency fund for the current year
282 for unanticipated expenses that may arise and further to raise and appropriate up
283 to \$200,000 to go into the fund. It must be spent within that year or be returned to
284 the taxpayers.

285
286 Mr. Willette made a motion to support Warrant Article #4. Mr. Drew seconded the motion.

287 **VOTE: 5 – 0 – MOTION CARRIED**

288

289 d. Full Day Kindergarten

290

291 Superintendent Marquis stated that he had put the subject on the agenda in case anyone had
292 questions or comments but he noted nothing had changed.

293

294 e. Policy Proposals

295

296 1. Policy #2421 Procedural Safeguards: Non-Discrimination on the Basis of
297 Handicap or Disability (Given its Second Reading)

298

299 Mr. Willette made a motion to approve and adopt Policy #2421. Mr. Drew seconded the motion.

300

301 **VOTE: 5 – 0 – MOTION CARRIED**

302

303 2. Policy #3580 Teaching About Alcohol, Drugs, and Tobacco (Given its Second
304 Reading)

305

306 Mr. Willette made a motion to approve and adopt Policy #3580. Mr. Drew seconded the motion.

307

308 **VOTE: 5 – 0 – MOTION CARRIED**

309

310 3. Policy #5013 Use of Restraints and Seclusion (Given its Second Reading)

311

312 Mr. Drew made a motion to approve and adopt Policy #5013. Mr. Willette seconded the motion.

313

314 **VOTE: 5 – 0 – MOTION CARRIED**

315

316 4. Policy #5030 Student Records (Given its Second Reading)

317

318 Mr. Drew made a motion to approve and adopt Policy #5030. Mr. Willette seconded the motion.

319

320 **VOTE: 5 – 0 – MOTION CARRIED**

321

322 5. Policy #5115 Non-educational Questionnaires, Surveys and Research (Given
323 its Second Reading)

324

325 Mr. Drew made a motion to approve and adopt Policy #5115. Mr. Willette seconded the motion.

326

327 **VOTE: 5 – 0 – MOTION CARRIED**

328

329

330 **7. Housekeeping Items**

331

332 a. Approval of Manifests: 15, 1079, 1080, 1081, 1082, 1083, 1084, 1085, 1086 &1087.

333

334 Mr. Carvell made a motion to approve the manifests. Mr. Willette seconded the motion.

335

336 **VOTE: 5 – 0 – MOTION CARRIED**

337

338 b. List of Email Correspondence (Informational Only)

339

340 c. List of Classified Appointments (Informational Only)

341

342 **8. Public Comments**

343

344 Mr. Steve Story, addressed the Board stating that, with regard to the full-day kindergarten
345 program, the students were ending up somewhat behind in language and math. He said he had
346 heard that was really just looking one year out and often times if you went out more than one
347 year it evened out with youngsters that only had half-day kindergarten.

348

349 Mr. Story asked if someone opted into the program if they had to opt in for the whole week or
350 could someone show up just a couple of times per week. Superintendent Marquis replied that it
351 would be very difficult and awkward to manage if a student only attended a couple of days per
352 week and he felt the expectation would be that students would attend for five days per week.
353 Superintendent Marquis also replied regarding to Mr. Story's first question, that he was accurate
354 in that was what some of the research indicated. He said that what they had experienced was
355 that the District caught the student's up by the fifth grade. Superintendent Marquis stated that
356 his response to that was that he wanted to increase the student's abilities from day one and
357 maximize their chances throughout their school years. He said if he could minimize the teacher's
358 having to catch the kids up in the first through the fifth grades because they were behind as a
359 result of their kindergarten experiences, that was what he would like to do. Superintendent
360 Marquis said that they could help the kids achieve more if they spent less time catching them up
361 as a result of the gap which was created as a result of half-day kindergarten.

362

363 Mr. Story asked where things currently were with the union teacher contracts. Mr. Carvell replied
364 he was not sure where things presently stood regarding the contracts. He said the only contracts
365 that were in front of the Board presently were the ones that were in the Warrant Articles.
366 Superintendent Marquis replied if the Board was not proposing a Warrant Article and it would
367 not be going to voter's in March.

368

369 Mr. Chris Labonte, addressed the Board and asked if the Warrant Article itself would indicate
370 there would be a tax impact of .42 cents. Ms. Burk replied that the Warrant Article did not
371 reference the tax impact; it would be in the voter guide and resources for voters.

372

373 Mr. Labonte said assuming that it passed and assuming that they did get the money from Keno
374 from the state, where would the \$138,000 go. He asked if it would go back to the taxpayers or
375 would it be able to be spent through the School Board. Ms. Burk replied that when the
376 Department of Revenue Administration set the tax rates in the fall they would account for all of
377 the voted on Warrant Articles and all of the different sources of revenue that would include the
378 adequacy aid. She said it would all be rolled together before the DRA set the tax rate and any
379 anticipated Keno-garten would be finalized prior to September 1, 2018, and if it was not finalized
380 prior to that date, it would be considered unanticipated revenue and it would have to go back to
381 the voters. Mr. Labonte asked if the Board would have the ability to spend it. Mr. Carvell replied
382 that the Board did have that ability. Mr. Carvell stated that the Board could return the money to
383 the taxpayers or spend it. Mr. Labonte asked if that would be disclosed in the voter's guide or if
384 it would say where the money would go. He said if they got the funding then it would save the
385 taxpayers and .10 cents would go back to the voters.

386
387 Ms. Siegrist asked how they could get the question answered. She said that it was a piece of
388 legislation and it should be drafted in such a way that you could read it and figure out exactly
389 what date that it started. She further said that it seemed unbelievable that they still could not
390 nail that down. Mr. Carvell replied that he agreed it was problematic but it was as it was.

391
392 **9. Adjournment**

393
394 Mr. Drew made a motion to adjourn the meeting. Mr. Mannino seconded the motion.

395
396 **VOTE: 5 – 0 – MOTION CARRIED**

397
398 The meeting was declared adjourned at 8:00 p.m.

399
400
401
402 _____
403 School Board Chair

Date of Approval

404
405