

1  
2 MILFORD SCHOOL BOARD  
3 MINUTES OF THE MAY 21, 2018, MEETING  
4 MILFORD HIGH SCHOOL, LECTURE HALL #182  
5  
6

7 **6:00 PM – Non-Public Session: RSA 91-A:3 II (a) Personnel - SAU Conference Room.**  
8

9 **1. Call to Order**

10  
11 Board Chair Ron Carvell called the meeting to order in Lecture Hall #182 at the Milford High  
12 School at 7:00 p.m. Board members present were Mr. Kevin Drew, Mr. Len Mannino and Ms.  
13 Jennifer Siegrist. Superintendent Robert Marquis was also in attendance.  
14

15 Not in Attendance: Mr. Bob Willette  
16

17 **2. Board Member Comments – No Audio**  
18  
19

20 **3. Public Comments – No Audio**  
21  
22

23 **4. Reports and Presentations**

24  
25 a. Superintendent's Report  
26

27 Update on Kindergarten Registrations:  
28

29 As of today, we have 125 students registered for Full-Day Kindergarten. Ms. Nancy Maguire  
30 and her Kindergarten Team will be holding interviews for the eighth teacher this week.  
31

32 The co-op proposal for ice hockey was approved by the NHIAA Council along with placement in  
33 Division 2 and this was the final approval.  
34

35 I would like to inform the Board that on Friday, Mr. Mike Tenter's received an email stating that  
36 we have been awarded \$28,000.00 grant for our Personalized Learning project proposal under  
37 ESSA Title IV. This was a very competitive process where we were competing with 91 grant  
38 proposals with only about 25% of all proposals being approved. I would like to thank Mr. Tenter's  
39 for the all of the time and energy he spent in developing the grant.  
40

41 The grant reads as follows:

42 Full STEAM ahead! The need for our students to have a more equitable exposure to engaging  
43 STEAM materials and instruction is increasing. We have created a buzz in the district with the  
44 introduction of innovation labs and STEAM nights, but our goal is to give ALL students  
45 opportunities to experience STEAM in action and to provide staff with necessary training to  
46 facilitate these opportunities. This project will make our labs and resources more mobile and  
47 accessible, add necessary technology to better personalize experiences and revolutionize  
48 instruction through differentiated science and STEAM training.

49

50 Milford High School:

51 The Kaley Speaking contest will be held tomorrow at 9:15 a.m. in the Lecture Hall.

52

53 Today is Health Career Day at the high school and we have invited professionals in the  
54 healthcare industry to come in and speak with all PE/Health classes.

55

56 Friday is Community Service Day. Three grades from Heron Pond will be coming over to visit  
57 the high school.

58

59 On Sunday, the marching band will perform in the Bedford Memorial Day Parade.

60

61 Jacques Elementary School:

62 Kindergarten orientation began this month. Incoming kindergarten students were able to go to  
63 a kindergarten classroom for a read aloud story as well as participate in some screening stations,  
64 i.e., letter recognition and number sense. Parents also met in the community room to learn what  
65 the student's day would look like.

66

67 A Wellness Walk was held on May 8th at the school. The whole school walked two laps around  
68 the building.

69

70 On May17th, the first grade students were bused to Heron Pond as part of their step-up day.  
71 They spent the morning with a second grade classroom to find out what to expect next year.

72

73 With the financial assistance of the PTO to help defray the cost of busses, the first graders are  
74 going on a field trip to Beaver Brook.

75

76 Project Drive:

77

78 This Thursday, Mr. Steven Desmaris of Desmaris Construction will be the guest speaker to  
79 discuss employer expectations and what they look for in a prospective employee.

80

81 DRIVE is still coordinating with SHARE to help provide food assistance to students who have  
82 needs.

83

84 A few weeks ago, students completed a community service project at Nashua Humane Society.  
85 They cleared a wooded area for the agency to be able to take their tractor to the area. The  
86 students also helped collect food donations for the Humane Society.

87

88 b. Project Drive – Reading Nook – No Audio

89

90 c. Teacher Absences Report

91

92 Superintendent Marquis stated that one of the categories that fell under unpaid leave was that  
93 sometimes folks ran out of sick time and the time had to be accounted for so it was listed as

94 unpaid leave. He said another piece was that sometimes folks who were out on FMLA needed  
95 to extend their FMLA and that would be listed under unpaid leave as well.  
96 Superintendent Marquis said that for food services folks and Title I folks, it would be unpaid  
97 personal time. He noted that it had to be listed in the books in some manner so it would be  
98 reflected under unpaid leave.

99  
100 Superintendent Marquis commented that occasionally there were extenuating circumstances  
101 which would come to their attention regarding personal days and that was by contract, folks were  
102 not supposed extend vacations or holidays with the use of a personal day, however his policy  
103 was that there were certain extenuating circumstances where he would allow the day to be taken  
104 as an unpaid leave day.

105  
106 Mr. Carvell stated that there were 61 unpaid leaves. He asked if any of those folks in the 61  
107 unpaid leave category as a staff member; when they took a day off as unpaid leave, did they  
108 personally have a personal day or a sick day on the books. Superintendent Marquis replied they  
109 did not; they were classified as unpaid leave.

110  
111 Mr. Carvell asked if they had anything on the books that they could take other than sick.  
112 Superintendent Marquis replied that they would have had to exhaust those sick days and  
113 personal days. He further said that they might not have to exhaust their personal days because  
114 they are allowed three per year but not to be used to extend a vacation. He said, however, for  
115 example, if they had two personal days left and they needed to take a Friday off before Memorial  
116 Day, they may still have two personal days but I would grant that unpaid leave day for that Friday  
117 because he could not grant them a personal day to be out the Friday before vacation.

118  
119 Mr. Carvell asked if he was an employee of the district and he had three personal days and he  
120 did not want to use them, if he could submit paperwork requesting that same Friday off but it  
121 would be unpaid. Superintendent Marquis replied that approval would be made by his office.

122  
123 Mr. Carvell stated that he would like to see all of the lists in the unpaid category because he felt  
124 that 22% in the MESA category was a pretty high number.

125  
126 Superintendent Marquis replied with regard to the MESA piece, many of them were part of sick  
127 time and some of them were for childcare services. Mr. Carvell said that those types of numbers  
128 were alarming as the report showed 4,400 absences and the school year was not even over.  
129 He also said that they had to spend money on substitutes to cover the teachers and they did not  
130 have enough substitutes to cover them and that effected the instruction given to students. Mr.  
131 Carvell commented that he felt they needed to figure out if the policy was correct or if the system  
132 was not working the way it should have.

133  
134 Mr. Mannino commented that he agreed with Mr. Carvell and said it was not too long ago that  
135 the Board had taken a lot of grief regarding not paying substitutes a high enough wage. He  
136 further said that the Board finally got around to raising the pay for substitutes and that was not  
137 even the issue but it was the massive amount of absenteeism by the staff.

138  
139 Ms. Siegrist asked how the district typically dealt with professional development. She asked if it  
140 were something that the district planned on "X" amount of teachers would be out on a certain

141 day. Superintendent Marquis replied that sometimes rather than sending five people to a  
142 professional development opportunity off-site, they might only send two and they would share  
143 the information they received with their colleagues. He said they also tried to hold a lot of  
144 professional development opportunities in-house. He also said that the building principals  
145 carefully looked at how many people they would be letting out of their building on a particular  
146 day.

147  
148 Mr. Drew asked what the total number of Monday's and Friday's were. Superintendent Marquis  
149 replied that was a stand alone figure and the Board had not asked what it would look like if they  
150 just focused on Monday's and Friday's.

151  
152 Ms. Siegrist commented that 210 employees multiplied by 180 days was 37,800 days and of  
153 that, 11,970 were Monday's and Friday's. Superintendent Marquis said 923 ½ days were  
154 absences that occurred on Monday's and Friday's.

155  
156 Mr. Carvell asked Superintendent Marquis if it was all within the policy. Superintendent Marquis  
157 replied that it was all with the contract. Mr. Carvell said that the unpaid leave was in the policy  
158 because the superintendent had the authority to say yes or no. Superintendent Marquis replied  
159 that was correct. Mr. Carvell asked if there was policy based on unpaid leave. Superintendent  
160 Marquis replied there was not. Mr. Carvell suggested that they send it to the Policy Committee  
161 for either development or some sort of process with regard to unpaid leave.

162  
163 Mr. Mannino said that he recognized that many of the absences were qualified, genuine and  
164 pursuant to the Collective Bargaining Agreement language but he could not overlook the high  
165 number of absences. He said he felt it was a management issue.

166  
167 Ms. Paula Durand, addressed the Board and stated that she was a taxpayer, a teacher at Heron  
168 Pond and an Executive Board Member for the Milford Teacher's Association. Ms. Durand asked  
169 what the imbedded dates were in the pie charts. Superintendent Marquis replied it was from the  
170 beginning of the fall when staff arrived until when the reports were run which was on  
171 approximately May 15<sup>th</sup>.

172  
173 Ms. Durand said she knew as a teacher she could go into ASAP and request a half-day or a full-  
174 day and asked how the data was differentiated between staff who had requested a full-day  
175 versus staff who had requested a half-day. Superintendent Marquis replied that it did not  
176 differentiate it although it was aggregated.

177  
178 Ms. Durand stated that any of the time the Milford teachers took off to conduct negotiations  
179 business would have been reflected in the professional development time that was listed.  
180 Superintendent Marquis replied that was correct. She said having been on that committee, it  
181 could have accounted for 40+ days under professional development.

182  
183 Ms. Durand commented that there was some discussion about personal days being taken versus  
184 having unpaid leave. She said they would want to use a personal day if they needed it and they  
185 were following contract versus an unpaid day. She further commented that if she got a buy-out  
186 back from her personal days, it was at a far lower rate than the amount of money that she would  
187 lose on an unpaid day.

188  
189 Ms. Durand said these days were being taken through the ASAP system in line with the contract  
190 and when she heard the Board discussing things in non-public session she wondered what the  
191 authority was on the Boards side to be looking at specific staff in non-public session who have  
192 not been written up for anything and were following the rules.

193 Mr. Carvell replied that he appreciated the comments and asked if Ms. Durand could even  
194 believe as a taxpayer that they had an attendance problem in the school district that was costing  
195 the taxpayers money. He said he was looking at a report that was alarming to most of the Board.  
196 Ms. Durand replied that the days that the staff requested were within the bounds of the contract.  
197 She further replied that she had sat in on a couple of meetings where there was a pattern of  
198 calling in sick and that specific staff member was spoken to regarding it.

199 Mr. Carvell said the superintendent was very clear on what was in the contract and what was  
200 not. He further said that he focused on unpaid leave. Mr. Carvell stated that the Board's  
201 responsibility to the taxpayer as well as the school's oversight was to draft and create policy. He  
202 said he wanted to make sure that unpaid leave was within policy because it was probably not  
203 identified in the contract. He further said that 22% of the MESA staff were authorized for unpaid  
204 leave but there was a problem with attendance. Mr. Carvell said the Board had a responsibility  
205 to the taxpayer's and to the children that they were teaching to make sure they could cover all  
206 of the positions. He said they had seen some shocking reports that substitutes were not out  
207 there despite the booming economy and the low unemployment rate. He further said that there  
208 were holes in their education system and it was a concern.

209 Mr. Carvell stated that the Board was not accusing or targeting any one person but there was  
210 an obvious problem with absenteeism and they needed to figure out a solution, as that was their  
211 obligation.

212 Ms. Durand said that she questioned whether or not the Board had the right to look at confidential  
213 personnel information. Mr. Carvell replied they were not looking at HR files but they were looking  
214 at numbers. He further replied if Ms. Durand did not feel that the Board had the right to look at  
215 that information then the union should send a letter to the Board to address it.

216 Ms. Suzanne Schedin, addressed the Board and stated that while the Board had the right to look  
217 at numbers, it was a violation to look at someone's personnel record as stated in RSA:91A and  
218 it was also a Right-to-Know Policy. Mr. Carvell replied the Board was going to look at numbers  
219 only and not the names.

220 Ms. Siegrist stated that names had never been brought to the Board other than the names in the  
221 letters that were sent to the Board. She further stated that it was useful to drill down into the  
222 numbers just to get aggregate information. Ms. Siegrist commented that she felt it would be  
223 helpful if the chart also included the total number of days and the total number of absences. She  
224 said it was challenging to keep track of the trends because there were certain number of days  
225 where teachers were going to be absent every year for certain reasons. She further said that

226 the challenge was that Milford was a small town, they had a high percentage of students and  
227 there were not many substitute teachers available. Ms. Siegrist stated that she felt there was a  
228 need to understand the underlying reason for the absences.

229 Mr. Carvell asked if there were any questions or comments from members of the public.

230 Ms. Brenda Walker, staff member at Heron Pond, addressing the unpaid leave policy, stated  
231 that she had used more sick and personal days this year than ever in the past. She said for the  
232 first time she had also used unpaid leave. She further said that she used her personal days for  
233 a family situation but then there was another issue in which she had to take one day as unpaid  
234 leave. Ms. Walker stated that while she had plenty of sick days she would not take those sick  
235 days because it was not a sick day. Mr. Carvell said they were just going to review the policy.

236 Mr. Carvell asked if there were any further questions or comments from the public. There were  
237 none.

238 d. Trust Funds Report

239 Mr. Carvell commented that a few years ago there was an issue with the explanations of Trust  
240 Funds. He said they were unclear on a couple of the funds that they had, i.e. the O'Connor  
241 Fund, etc.

242 Mr. Carvell stated that he requested that a Trust Fund Report be drafted regarding all of the  
243 Trust Funds that they had. He said what was in front of the Board was step 1 but the next step  
244 would be to figure out what committees were on what and where the fund sat at which trustee  
245 and who had the authority for each one of the trust funds. He further said that part of it was how  
246 many of the Trust Funds came to the district in quarters or years.

247 e. Food Service Program Report – Ms. Maryanne Gallagher

248 Ms. Gallagher stated that she wanted to review what they had accomplished in the past year,  
249 noting it was her first year as the Food Services Director. She said her goal was to streamline  
250 all of the menus so there was consistency across the board within the district. She further said  
251 that they had found that it made a difference for everybody involved.

252  
253 Ms. Gallagher said that the students at the high school were eating a wide variety of the food  
254 that was offered. She said a huge goal throughout the district was to not single out any student  
255 who may be on a free or reduced lunch program.

256  
257 Ms. Gallagher stated that she had been having conversations with Mr. Bill Cooper regarding  
258 implementing a recyclable plan; noting that it would be easier to implement it at the younger  
259 grade levels than in the higher grade levels.

260  
261 Ms. Gallagher said that the district had recently purchased a new dishwasher at the middle  
262 school and they would be purchasing reusable plates as opposed to disposable plates which  
263 would save money. She said the projected numbers through the end of the year was positive,  
264 pointing out that they were in the black by \$13,000. She further said that things would get even  
265 better the next year because they were changing over to site coordinators.

266  
267 Ms. Gallagher commented that her primary goal was to break even and provide quality food to  
268 the students and not to make a huge profit. She said her goal for the following year was to do  
269 some grant writing to obtain new equipment.

270  
271 Mr. Mannino asked when the last time the program was in the black. Ms. Gallagher replied it  
272 had been a number of years.

273  
274 Mr. Mannino asked what equipment they needed to purchase. Ms. Gallagher replied her goal  
275 was to purchase a food steamer at the high school as well as some stainless steel pots and  
276 pans and new knives. Ms. Gallagher said that at the present time some of the schools were  
277 using aluminum which was not the best to cook with or the healthiest of choices.

278  
279 **5. New Business**

280  
281 a. Adjustment to Food Service Director's Salary

282  
283 Superintendent Marquis stated the one of the things that he and Jen Burke were talking about  
284 was the ability of Ms. Gallagher to take hold of the program and increase efficiencies and  
285 effectiveness as well as to manage her staff. He said they had both come to the conclusion that  
286 Ms. Gallagher had done a tremendous job. He further said that her starting salary was about  
287 \$45,000 and comparatively with similar positions in other school districts, she was at the low end  
288 of that salary schedule. Superintendent Marquis commented that Ms. Gallagher had met all of  
289 the goals requested of her and proposed that the Board approve an increase in her salary from  
290 \$45,900 to \$53,000.

291  
292 Mr. Mannino stated that he felt the personnel matter before the Board should be discussed in a  
293 non-public session. Mr. Carvell said that he agreed and commented that he would like to see  
294 the information on the comps.

295  
296 b. Special Education Staff Re-alignment

297  
298 Mr. Michael Hatfield, Director of Special Education, addressed the Board and stated that he was  
299 requesting that the current special education teaching position at Project Drive be moved to the  
300 Jacques Elementary School, specifically for the pre-school setting. He said there was currently  
301 a vacancy at Project Drive because one of the teachers had moved to the middle school which  
302 left that position open. He further said that was the position he wanted to move to Jacques. Mr.  
303 Hatfield commented that he wanted to be clear that he was not just dismissing the position from  
304 Project Drive and would be looking at adding one or two para-educator positions through the  
305 IDA grant funds to ensure that students were provided the services that they needed.

306  
307 Mr. Hatfield stated that one of the things that the district was lacking was having an early  
308 childhood program. He said if the school district did not opt to have an early childhood program  
309 then the students might be placed out of district at a cost to the district.  
310

311 Mr. Hatfield noted that they could charge a nominal fee for the participation and he had collected  
312 data from other districts pertaining to that fee and said it would definitely create revenue for the  
313 Milford School District.

314  
315 Mr. Hatfield said that they were also being on-sited by the New Hampshire Department of  
316 Education beginning in the fall and one of the reasons why they were chosen for that was the  
317 lack of continuum of placements within the pre-school.

318  
319 Mr. Carvell commented that he did not believe Mr. Hatfield needed permission from the Board  
320 to make that change. Superintendent Marquis said that it was more of an informational item for  
321 the Board.

322  
323 c. Re-adoption of Investment Policy

324  
325 Mr. Carvell said the policy was reviewed annually by the Board and asked if there were any  
326 Board members who had questions, comments or concerns. There was none.

327  
328 Mr. Drew made a motion to approve the re-adoption of the Investment Policy. Mr. Mannino  
329 seconded the motion.

330  
331 **VOTE: 4 – 0 – MOTION CARRIED**

332  
333 d. Review of Director of Technical Studies Program

334  
335 Superintendent Marquis stated that the current Director of Technical Studies was moving to a  
336 different position next year and that created a vacancy. He said the Board had a copy of the job  
337 description for that position and said it was his recommendation that the Board seriously consider  
338 continuing to fill the position. He further said that he felt the skillset needed for the position was  
339 a very unique because of the areas that he/she would cover with respect to the ATC Program.

340  
341 Ms. Siegrist stated that it was her understanding that schools had an obligation to have someone  
342 fulfilling the role. Superintendent Marquis replied that was correct.

343  
344 Ms. Siegrist asked if the Director went around to all of the CTE programming specific courses  
345 and keep abreast of what was going on in all of them. Dr. Craven replied that was correct and  
346 the Director had approximately 24 direct reports and spent a lot of time on the floor with the  
347 programs.

348  
349 Ms. Siegrist commented that she had attended the Business Showcase and was amazed at the  
350 number of companies involved and the diversity of study that the students went through. She  
351 said she learned how much opportunity this program provided via her service on the ATC  
352 Committee. She further said that one of the problems that the United States was dealing with  
353 was that most of the students who went onto college on their own, upon graduation, 53% could  
354 not find a job. Ms. Siegrist pointed out that through the CTE Program, they could not only gain  
355 a “try before you buy” types of opportunities through the internships but a lot of the companies  
356 took the students right out of high school and pay for their college through tuition reimbursement.

357



358 Ms. Siegrist made a motion to approve continuing the position of Director of Technical Studies  
359 at the Milford High School. Mr. Drew seconded the motion.

360

361 **VOTE: 4 – 0 – MOTION CARRIED**

362

363 **6. Old Business**

364

365 a. Fund Balance

366

367 Superintendent Marquis commented that the state announced that there was an additional \$10  
368 million available for them to write grants pertaining to safety. He said the state modified that  
369 amount to say that it was actually only \$4.5 to \$5 million. He further said that the state ran out  
370 of money in the first round and the applications which were not approved because of the lack of  
371 funding would be placed at the top of the list.

372

373 Superintendent Marquis said that the below list came off the contingency fund list. He further  
374 said that Mr. Bill Cooper was looking at purchasing film for some of the windows to provide extra  
375 security and was hoping to provide the Board with additional information at the next meeting.

376

377 Infrastructure Funding Awaiting Approval:

378

379 Lockdown Shades: Total Cost: \$30,000.

380 (Possible) Awarded Amount: \$25,000.

381 (Possible) District Cost: \$ 5,000

382

383 Disposal of Chemicals at the High School: \$15,000

384

385 Purchase of Chromebooks/District Wide: \$60,050

386

387 Roof Repair Jacques: \$16,000

388

389 Sander: \$ 7,000

390

391 Flushing Heating Systems at Jacques and MMS: \$ 6,000

392

393 High School Chimney Removal: \$25,000

394 Middle School Rooftop Unit (Near back of gym): \$15,000

395

396 LED Lighting at Bales: \$25,500

397

398 LED Lighting at Jacques: \$47,000

399

400 High School Fencing Repairs/Replacement: \$10,000

401

402 Heron Pond Carpet Replacement (library): \$10,000

403

404 High School Carpet Replacement (library): \$10,000

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TRAK 1630SX Lathe:

\$36,530

Superintendent Marquis stated that he felt the purchase of Chromebooks/District Wide continued to be a priority. He also said that the disposal of chemicals at the high school would be part of the operating budget going forward but they did need to spend \$15,000 this year.

Superintendent Marquis said that he provided the Board with the above list in the hopes that they might approve some of things on the list.

Mr. Carvell asked what the current fund balance was. Superintendent Marquis replied it was approximately \$344,000. Mr. Carvell asked if that number included the \$200,000 contingency with the already spent money which they authorized for the security projects. Superintendent Marquis replied that was correct. Superintendent Marquis said that he would provide the Board with that information at the next meeting.

Mr. Carvell asked what was currently available. Superintendent Marquis replied \$144,000 was available. Mr. Carvell said they did not spend all of the \$200,000. Superintendent Marquis replied they had depleted the \$200,000 with the grants; pointing out that they would receive 80% of the money back.

Mr. Carvell stated that he felt it was a little bit gray to him because he did see that there was less revenue coming in and because there were different buckets of that money and some obligations to that, he said he wanted to see it with a little bit more clarity than what they had. He said he was aware that they had to do some of the things on the list but he wanted to be clear on where the money was prior to saying yes on things.

Mr. Carvell asked if they had submitted the grant for the shades again. Superintendent Marquis replied that the original rejection requested additional information but they had not received a request for more information. He said he was trying to gain more clarity on that but it would be re-submitted.

Ms. Siegrist commented that she was a little concerned about the purchase of the Chromebooks. Mr. Carvell replied he thought the money was there but he needed more accuracy on the numbers.

b. Building Projects Update

Superintendent Marquis, referring to a memo from Mr. Bill Cooper, stated that currently they were paying \$51,500 for waste services. He said Mr. Cooper went out to bid for waste services beginning 2018/2019 through 2020/2021. Superintendent Marquis said Mr. Cooper's recommendation was to go with Republic Services who was the lowest bidder and they would save \$15,633 over the current contract because they went up 3% each year.

Mr. Carvell suggested that this item be moved to the next meeting when Mr. Cooper would be in attendance.

452 Mr. Drew said that all of what had not been contracted out that was left was at the middle school  
453 and was mostly related to the renovations. He said that Mr. Cooper, Mr. DeMarco and himself  
454 had met and came up with a small list. He further said that two of the items were the painting of  
455 the interior of the school and the lockers.

456  
457 Mr. Drew said that the lockers were a specific line item in the bond. He noted that they received  
458 four bids for the lockers and three of them were roughly the same number but School Furnishings  
459 was a local company that had a higher quantity and Mr. Cooper's recommendation was to go  
460 with them and he agreed with that.

461  
462 Mr. Drew made a motion to use School Furnishings for the locker renovations (636 lockers) in  
463 the amount of \$96,095. Mr. Mannino seconded the motion.

464  
465 **VOTE: 4 – 0 – MOTION CARRIED**  
466  
467 Mr. Drew said Mr. Cooper put out the bid for painting and the scope of the three was different  
468 because the numbers were approximately the same. He said Pro-Group Contracting had much  
469 more in their bid. He also said that the \$69,000 reflected a discount that they would get as long  
470 as they gave them the go ahead by the end of the month.

471  
472 Mr. Drew made a motion to use Pro-Group Contracting for the painting project in the amount of  
473 \$69,285. Mr. Mannino seconded the motion.

474  
475 Ms. Siegrist asked if they could postpone voting on the painting project until the next meeting  
476 where she could ask Mr. Cooper some questions. Mr. Drew replied they could do that but they  
477 would lose the discount. Ms. Siegrist commented that she was comfortable voting in the  
478 affirmative since Mr. Drew was familiar with the bids.

479  
480 **VOTE: 4 – 0 – MOTION CARRIED**

481  
482 **7. Housekeeping Items**

483  
484 a. Approval of Minutes – May 7, 2018

485  
486 Mr. Drew made a motion to approve the minutes from the May 7, 2018, meeting. Ms. Siegrist  
487 seconded the motion.

488  
489 **VOTE: 3 – 0 – 1 (Abstained – Carvell)**

490  
491 **MOTION CARRIED**  
492 b. Professional Nominations:

493  
494 Mr. Mannino asked why there was such a wide range on the salary for the kindergarten  
495 teacher's. Superintendent Marquis replied it was because of their years of experience.

496  
497 Mr. Mannino made a motion to approve the Professional Nominations as presented. Mr. Drew  
498 seconded the motion.

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**VOTE: 3 – 0 – 1 (Abstained – Carvell)**  
**MOTION CARRIED**

- c. Approval of Manifests: 28, 1161, 1162, 1163, 1164, 1165, 1166, 1167 & 1168

Mr. Willette made a motion to approve the manifest. Mr. Carvell seconded the motion.

**VOTE: 4 – 0 – MOTION CARRIED**

- d. List of Email Correspondence - Informational Only
- e. List of Employees Leaving Service – Informational Only
- f. List of Classified Staff Appointments – Informational Only

**8. Public Comments**

There was none.

**9. Board Member Comments**

Mr. Carvell stated that the Board had reviewed all of the security reports and they were taking some steps regarding addressing some security concerns. He said the Board was working closely with local law enforcement as well as the emergency services in town and there would be more information to follow.

**10. Non-Public Session:**

Mr. Mannino made a motion to go into non-public session under RSA 91S:2 I (a) Strategy or Negotiations with Respect to Collective Bargaining, and/or RSA 91-A:3 II (a) Personnel. Mr. Drew seconded the motion.

**VOTE: 4 – 0 – MOTION CARRIED**

**10. Adjournment**

???? made a motion to adjourn the meeting. ??? seconded the motion.

**VOTE: 4 – 0 – MOTION CARRIED**

The meeting was declared adjourned at ??? p.m.

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School Board Chair

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Date of Approval

Recording Secretary: Trish Gedziun