

**Wakefield School Board meeting  
December 3, 2019  
6 p.m. Paul School Library  
Minutes – Approved**

**Present:** Chair Bob Ouellette, Vice Chair Tracey Kolb, members Sandy Johnson, Relf Fogg, Jen McCawley; Superintendent Jerry Gregoire, Business Administrator Marie D’Agostino, Student Services Director Anne Kebler, Principal James Lampron, Facilities Manager Joe Williams, Transportation Director Brennan Peaslee, Administrative Assistant Larissa Mulkern; and Jim Miller and Tim Ouellette of Clearview TV

**Call to order:** Chair Ouellette called the meeting to order at 6 p.m. followed by the Pledge of Allegiance.

**Motion:** Mrs. Kolb made a motion, seconded by Mrs. Johnson, to discuss the budget and warrant articles following the Public comment period on the agenda. Members voted all in favor 5-0.

**Public Comment:** none

**Budget Workshop/Review**

**Function 1100 – Regular Education:**

Mrs. Kolb made a motion to move the 1100 Function, Regular Education, [\$5,277,748] seconded by Mrs. McCawley; members voted 4-1 in favor with Mr. Fogg opposed and said he felt some things were inflated.

**Function 1200 – Special Education:**

Members reviewed minutes from the Budget Committee meetings. Motion: Mrs. Kolb made a motion, seconded by Mrs. McCawley, to move the 1200 Function, Special Education, [\$2,458,444.] Members voted 4-1 in favor with Mr. Fogg opposed.

**Function 1410 – Co-Curricular Activities:**

Mrs. Kolb made a motion to move the 1410 Function, Co-Curricular Activities, [\$44,306] seconded by Mrs. Johnson. Members voted 4-1 in favor with Mr. Fogg opposed.

**Function 1420 – Athletics:**

Mrs. Kolb made a motion to move the 1420 Function, Athletics, [\$9,635] seconded by Mrs. McCawley. Members voted 4-1 in favor with Mr. Fogg opposed.

**Function 1430 – Summer School:**

The Budget Committee had recommended adding a dollar to each of the expense lines to keep it open for a total of \$4. Mrs. Kolb made a motion to move the Summer School line for \$4, seconded by Mr. Fogg; members voted all in favor 5-0.

**Function 2110 – Truant Officer:**

The Board had previously approved, on Nov. 25, to zero out this line. Mrs. Kolb made a motion to move the 2110 Function – Truant Officer, at \$0; seconded by Mrs. Johnson. Members voted all in favor 5-0.

**Function 2120 – Guidance/Social Worker:**

Mrs. Kolb made a motion to move the 2120 Function, Guidance/Social Worker, [\$171,978] seconded by Mr. Fogg. Members voted all in favor 5-0.

**Function 2130 – Nurse:**

Mrs. Kolb made a motion to move the 2130 Function, including the part time nurse assistant, [\$85,275] seconded by Mrs. McCawley. Members voted 4-1 with Mr. Fogg opposed.

**Function 2150 – Speech:**

Mrs. Kolb made a motion to add \$1 to the supply line, seconded by Mrs. McCawley, for a total of \$1 in the Speech line. Members voted all in favor 5-1.

**Function Line 2210 – Professional Development**

Mrs. Kolb made a motion to move the 2210 Function Line, Professional Development, for [\$65,000] seconded by Mrs. Johnson. Members voted 4-1 in favor with Mr. Fogg opposed.

**Function Line 2220 – Library**

Mrs. Kolb made a motion to move the 2220 Function Line, Library, [\$126,348] seconded by Mrs. McCawley. Members voted all in favor 5-0.

**Function Line 2310 – School Board**

Mrs. D’Agostino noted there had been discussion by the Budget Committee with a recommendation to reduce the bottom-line on this line by \$10,000, following a discussion over funding request for a superintendent’s search and school board legal service expense, thus reducing the 2310 line to a total \$47,600. Mrs. D’Agostino asked the board to specify an expense line from which this should be deducted. Mr. Fogg recommended it come out of line 2310-53800 School Board Legal Service.

Mrs. Kolb made the motion to move the line, reduced by \$10,000, to \$47,600, seconded by Mr. Fogg for discussion. Mr. Fogg added it was not his intention to remove \$7,500 from the superintendent’s search line; he would rather see \$10,000 taken out of school board legal service line. Mrs. McCawley supported funding in the legal service line so that the district could contact attorneys when needed. Mr. Gregoire noted that the accumulation of legal expenses last year mainly resulted from labor negotiations, with the invoices submitted after January 15. Mrs. Johnson supported keeping the legal service line intact. Members voted on the motion 1 in favor (Mr. Fogg), and 3 opposed, (Mrs. Johnson, Mrs. Kolb, Mrs. McCawley) and 1 abstention (Mr. Ouellette.) 1-3-1.

**Function Line 2320 – Administration Expense**

Mrs. Kolb made a motion to move the 2320 line, [\$306,068], seconded by Mrs. McCawley. Members voted 4-1 in favor with Mr. Fogg opposed.

**Function Line 2410 – Principal**

The Budget Committee had recommended reduction in salary and benefits; the bottom-line budget is \$334,100 total. Mrs. Kolb made a motion to move the 2410 Function Line, seconded by Mrs. McCawley. Members voted 3-2 in favor with Mrs. Johnson and Mr. Fogg opposed.

**Function Line 2510 – Fiscal Services**

Mrs. Kolb made a motion to move the 2510 Function Line of \$251,709, seconded by Mrs. McCawley. Members voted 4-1 in favor with Mr. Fogg opposed.

**Function Line 2610 – Operations/Maintenance**

Mrs. Kolb made a motion to move the 2610 Function Line of \$584,386, seconded by Mrs. Johnson. Members voted 4-1 in favor with Mr. Fogg opposed.

**Function Line 2721 – Regular Student Transportation**

Mrs. Kolb made a motion to move the 2721 Function line of \$483,424, seconded by Mrs. Johnson. Members voted 4-1 in favor with Mr. Fogg opposed.

**Function Line 2722 – Special Education Student Transportation**

Mrs. Kolb made a motion to move the 2722 Function Line of \$179,325, seconded by Mrs. Johnson. Members voted 4-1 in favor with Mr. Fogg opposed.

**Function Line 2724 – Athletics Student Transportation**

Mrs. Kolb made a motion to move the 2724 Function Line of \$3229 seconded by Mrs. Johnson. Members voted all in favor 5-0.

**Function Line 2725 – Field Trip/Co-Curricular Student Transportation**

Mrs. Kolb made a motion to move the 2725 Function Line of \$4,629 seconded by Mrs. Johnson. Members voted all in favor 5-0.

**Function Line 2820 – Technology**

Mrs. D'Agostino noted the Budget Committee had recommended moving line 274 (\$16,000) and 275 (\$9,000). Mrs. Kolb made a motion to move these lines to a warrant article, for a total of \$25,000, reducing the bottom line to \$108,595, seconded by Mrs. McCawley. Members voted 3-2 in favor with Mrs. Johnson and Mr. Fogg opposed.

**Function Line 2900 – Other Benefits**

Mrs. Kolb made a motion to move the 2900 Function Line of \$51,079 seconded by Mr. Ouellette. Members voted 3-2 in favor with Mrs. McCawley and Mr. Fogg opposed.

**Function Line 5221 – Food Service Fund Transfer**

Mrs. Kolb made a motion seconded by Mrs. McCawley to move the 5221 Food Service Transfer of \$10,000. Members voted all in favor 5-0.

**Warrant Article Review**

Mrs. D'Agostino brought forth the proposed warrant articles Marie: discussion of proposed warrant articles:

**Article 5: Educationally Disabled Children Trust Fund, \$200,000; *potential name change to be determined***

Name change to Students with Disabilities Trust Fund. Mr. Fogg made a motion to support the name change, seconded by Mrs. Kolb. Members voted all in favor 5-0.

Mrs. Kebler noted that two separate warrant articles may be required – one to change the name next year and the other to allocate the funds.

Mrs. Kolb made a motion to allocate \$200,000 to the appropriately named special education trust fund, seconded by Mr. Fogg. Members voted 5-0 in favor.

**Article 6: Feasibility Study, \$45,000**

Mrs. Kolb made a motion to move the article for discussion, seconded by Mrs. Johnson. Mr. Fogg recommended utilizing reports from the engineers for the prior renovation, Bonnette, Page & Stone. Mr. Williams noted the company has promised to get it to him on disk. It was noted that the last project work at the school was in 1997; needs may have changed. Members voted 4-1 in favor of the article, with Mr. Fogg opposed.

**Article 7: Upgrade lighting to LED, \$40,000**

Mrs. Kolb made a motion to move Article 7, \$40,000 for lighting upgrade, seconded by Mr. Fogg. Members voted 1-4 in favor with Mr. Fogg in favor and Mrs. Kolb, Mrs. McCawley, Mr. Ouellette and Mrs. Johnson opposed. The motion fails.

**Article 8: Windows, \$250,000**

Mrs. Kolb made a motion seconded by Mrs. McCawley to support adding \$250,000 to the existing trust fund for the windows. Members voted 3-2 in favor with Mr. Fogg and Mrs. Johnson opposed.

**Article 9: Asbestos Abatement and Renovations Trust Fund, \$25,000**

Discussion ensued regarding wording of the trust fund and whether non-asbestos related renovations were allowed. Mrs. Kolb made a motion to ask the voters to change the wording on this trust fund to remove the word 'asbestos' on the repair and renovations trust fund, seconded by Mrs. McCawley. Members voted 4-1 in favor with Mrs. Johnson opposed.

Mrs. Kolb made a motion seconded by Mr. Ouellette to move Article 9, \$25,000, into the Asbestos and Renovations Trust Fund. Members voted in favor 4-1 with Mr. Fogg opposed.

**Article 10 – Transportation Trust Fund, \$100,000**

Mrs. Kolb made a motion to support Article 10, \$100,000 for the Transportation Trust Fund, seconded by Mrs. McCawley. Members voted 4-1 in favor with Mr. Fogg opposed.

**Article 11 – Gym Floor, \$40,000**

Mrs. Kolb made a motion to support Article 11, \$40,000 for the Gym floor, seconded by Mrs. McCawley. Members voted 4-1 in favor with Mr. Fogg opposed.

**Article 12 – Technology, \$35,000**

Mrs. Kolb made a motion to support Article 12, \$35,000 for Technology, seconded by Mrs. McCawley. Members voted 3-2 in favor with Mr. Fogg and Mrs. Johnson opposed.

**Article 13 – SAU Office Capital Reserve, \$10,000**

Mrs. Kolb made a motion to support Article 13, \$10,000 for the SAU Office Capital Reserve, needed for security improvements, seconded by Mr. Ouellette. Members voted 3-2 in favor with Mr. Fogg and Mrs. Johnson opposed.

**Article 14 – Maintenance Contingency, \$10,000**

Mrs. Kolb made a motion to support Article 14 for \$10,000 seconded by Mrs. Johnson. Members voted 4-1 in favor with Mr. Fogg opposed.

**Motion to continue meeting** beyond 8 p.m. made by Mrs. Johnson seconded by Mr. Fogg. Members voted all in favor 5-0.

**Article 15 – Updating and Improving Security Trust Fund, \$10,000**

Mrs. Kolb made a motion to support Article 15 for \$10,000 seconded by Mr. Ouellette. Members vote 0-5 against and the motion failed.

**Article 16 – Parking lot and Sidewalk Maintenance, \$10,000**

Mrs. Kolb made a motion to support Article 16 for \$10,000, seconded by Mr. Fogg. Members voted 4-1 in favor with Mr. Fogg opposed.

**Article 17 – Playground, Repairs, Maintenance and Equipment, \$10,000**

Mrs. Kolb made a motion to support Article 17 for \$10,000, seconded by Mrs. McCawley. Members voted 5-0 in favor.

**Article 18 – Trust Fund Language Change from “Educationally Disabled Children” to “Students with Disabilities” See above, 5-0 in favor.**

**Article 19 – Retention of year-end net assessment**

Mrs. Kolb made a motion to support retention of year end net assessment, seconded by Mrs. Johnson. Members voted 4-1 with Mr. Fogg opposed.

**Consent agenda:**

**Motion:** Mrs. Kolb made a motion to approve the consent agenda seconded by Mrs. Johnson. Members voted 4-1 in favor with Mr. Fogg opposed.

**Minutes:**

Motion: Mr. Fogg made a motion to approve the public and nonpublic minutes with amendments offered, seconded by Mrs. Kolb. Members voted in favor 5-0.

**Superintendent’s Report:**

Mr. Gregoire reviewed his report, including an update on:

- Board Goals Progress; follow up includes bringing job descriptions up for board review and alignment of an evaluation schedule.
- Update on FMLA (Family Leave Act law); the length of time an employee would work to become eligible.
- Proof of Residency Forms: There are still families who have not submitted Proofs of Residency to the Paul School (62) or SAU office, including families of Paul School,

Spaulding High School (about 50 missing) and Kingswood High School (2 missing). Many efforts are being made. Mr. Gregoire will confer with legal counsel regarding what further actions can be taken.

- Lunch debt is nearing \$10,000
- AREA meeting: reminder of Joint Board Meeting on Monday, Dec. 9 at 6 p.m. at Spaulding High School.
- High School Lottery: the deadline has passed; we have three applicants and possibly four openings.

**Old Business:**

School Board Scholarship Question: “Who made the most influence in your life, other than your parents, and explain why?” Mrs. Kolb made a motion to accept this question, seconded by Mrs. McCawley. Members voted 5-0 in favor.

**Business Administrator’s Report:**

Mrs. D’Agostino briefly reviewed the Monthly Finance Report – November 2019, included in the Board Packet. There is better participate in breakfast and lunch programs; the Capital Reserve Trust Fund and supplemental reports are included.

**New Business:**

**Superintendent’s Evaluation**

Mr. Gregoire handed out a couple of sample Superintendent Evaluation forms for his upcoming evaluation; per contract it should be completed by Dec. 31. Discussion ensued and it was agreed to review the NH School Board Association sample with questions for discussion during a nonpublic session at the next board meeting.

**Policies:**

- a. First Reading: EFA – Availability and Distribution of Health Foods
- b. Revision: EEAEA – Mandatory Drug and Alcohol Testing – School Bus Drivers
- c. Reaffirm: EBBD – Indoor Air Quality
- d. Reaffirm: EB/JLI – Joint Loss Management Committee

**Motion:** Mrs. Kolb made a motion to reaffirm EBBD and EB/JLI seconded by Mr. Fogg. Members voted 5-0 in favor.

**Motion:** Mrs. Kolb made a motion to revise EEAEA seconded by Mr. Fogg. Members voted 5-0 in favor.

**Other Business:**

Mr. Gregoire requested the following authorizations to expend funds: \$250 for health supplies; \$171.60 for disinfecting wipes and cleaning supplies and \$797.98 to repair a water fill valve for furnace.

Motion: Mrs. Kolb made a motion to approve \$797.98 seconded by Mrs. Johnson to fix the air circulator. Members voted 5-0 in favor.

Motion: Mrs. Kolb made a motion to approve \$171.60 for cleaning wipes seconded by Mr. Fogg. Members voted 5-0 in favor.

Motion: Mrs. Kolb made a motion to approve \$250 for health supplies seconded by Mr. Fogg. Members voted 5-0 in favor.

**Public Comment:** None

**Correspondence:**

Members received in their packets a set of materials from the upcoming NH School Boards Association 2020 Delegate Assembly. Members suggesting distributing this to the Budget Committee and putting it up on the SAU website.

**Other:**

Members discussed the topic and format of the upcoming Public Forum on NH Standards. School Board and Town Moderator Dino Scala will moderate. Guests will be given an opportunity to speak. The forum is from 6:30 to 8:30 p.m. on Tuesday, Dec. 10 at the Paul School Multi-Purpose room.

**Adjournment:** Mrs. Kolb made a motion to adjourn at approximately 9:13 p.m., seconded by Mrs. Johnson. Members voted in favor 5-0.

**Respectfully submitted:**

Larissa Mulkern  
Administrative Assistant