

**NEWINGTON SCHOOL DISTRICT**  
School Administrative Unit 50  
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Phone (603) 422-9572 Fax (603) 422-9575

The regular monthly meeting of the Newington School Board took place on Tuesday, November 12, 2019 at 5:00 p.m. at the Newington Public School.

**PRESENT:**

School Board Members: Dr. Mark Joyce (Chair)  
Jack O'Reilly  
Mr. Chris Russo

Administrators: Salvatore Petralia, Superintendent  
Kelli Killen, Assistant Superintendent  
Peter Latchaw, Principal

Other Staff Present: Samantha Fuller, Secretary to the Superintendent

Visitors: Beth Brown, NPS Teacher

**CALL TO ORDER** – Dr. Joyce called the meeting to order at 5:04 p.m.

**SECRETARY'S REPORT**

*On a motion by Mr. Russo, seconded by Dr. Joyce, the public minutes of October 8, 2019 were approved. Vote: 2-0-1*

*On a motion by Mr. Russo, seconded by Dr. Joyce, the non-public minutes of October 8, 2019 were approved. Vote: 2-0-1*

**COMMUNICATIONS**

Mr. Petralia informed the Board he sent letter to Commissioner of the NH Department of Education Frank Edelblut, regarding renewal of the Newington Blizzard Bag program. He is waiting to hear a response for approval.

**FINANCIAL REPORT**

Ms. Ryan, SAU 50 Business Administrator, was not in attendance.

*On a motion by Mr. Russo, seconded by Mr. O'Reilly, the manifest for October 5, through November 12, 2019 was approved in the amount of \$118,127.60. Vote: 3-0*

The financial report was reviewed. Dr. Joyce noted the budget balance listed was \$119,902; a 5.6% remaining balance. He requested Mr. Petralia obtain confirmation that there were no current adjustments to the financial statement.

Mr. Petralia thanked the Board for previously signing the state reports so the Business Administrator could get them to the NH Department of Education and Department of Revenue in time.

Mr. Petralia discussed the fund balance retainage for 2018-2019. In recent years the Board has voted to retain the maximum amount permitted (currently 2.5% of the fiscal year net assessment).

## **RECOGNITION OF GROUPS OR INDIVIDUAL VISITORS**

Dr. Joyce welcomed Ms. Beth Brown, NPS Kindergarten/Grade 1 Teacher, to the meeting.

## **REPORTS**

### **Superintendent's Report**

Mr. Petralia complimented NPS students and staff for the successful implementation of a recent Off-Site Evacuation Drill on October 22, 2019 as part of its Crisis Plan. Homeland Security, New Hampshire State Police, and Newington Fire and Police officials expressed the drill was well-constructed; staff and students performed admirably.

Dr. Joyce questioned if the evacuation location could house staff and students in the event of inclement weather. Mr. Latchaw indicated it would.

As a follow-up to the discussion at the September 10<sup>th</sup> board meeting, Mr. Petralia noted the requested water testing had recently taken place. Water samples were sent out and results should be received within the next week.

Mr. Petralia acknowledged the great work of senior staff members Kelli Killen, Sarah Reinhardt and Brian Grattan for their presentations at the recent parent forum hosted by Parent University & SAU 50 on Special Education, 504 and HB 1612.

Mr. Petralia stated the preliminary SAU 50 FY21 Budget will be presented at the SAU 50 Joint Board meeting tomorrow evening (November 13, 2019).

### **Assistant Superintendent Report**

Ms. Killen reported that to date she had completed thirty-seven classroom visits across the SAU 50; observations have been successful. For the past several years, she has utilized the same feedback format for assessing classroom visits. The form helps her to assess curriculum, personalized learning, and teacher performance. Ms. Killen plans to reach out to teachers for ideas to update the feedback form in an effort to keep it relevant.

### **Principal's Report**

Mr. Latchaw presented results of a NPS Alumni survey sent out to all NPS students in Grades 7-10. The survey was sent to fifteen families; eight families responded. The majority of responses were positive. Mr. Latchaw invited parents to schedule a time to meet if they would like to discuss anything further. There were some interesting comments related to Grade 5 and 6 expectations so students do not feeling overwhelmed in Grade 7. Mr. Latchaw will be sharing the survey results with staff during the next staff meeting.

Mr. Latchaw shared currently three Sensory Path stations are being created along the K-2 hallway, the gym, and near the STEAM and music room. The stations will provide students with structured sensory/movement breaks. He thanked Ms. Reinhardt for her help in establishing the Sensory Path stations.

Mr. Latchaw provided a maintenance update. The Newington Fire Department recently inspected the fire panel and found several deficiencies. He continues to work with IMPACT Fire to resolve the deficiencies.

Mr. Petralia questioned if the company had completed the scope of work originally hired to address.

Mr. Latchaw confirmed they had completed the original scope of work. It was his understanding that in addition, IMPACT Fire would bring other areas up to code during the resolution process.

Mr. Latchaw noted that the Town suggested he contact Mammoth Fire Services. He received a quote from the company to replace the gas sensor in the kitchen and tie it into the main fire panel. He added that Hart Plumbing is currently preparing a quote for additional small maintenance issues.

There was discussion regarding unresolved alarm and maintenance issues.

Dr. Joyce suggested the Board approve the use of the unreserved balance to complete the upgrades related to fire safety.

Mr. O'Reilly advised that based on the work necessary the cost would be in the area of \$7,500 to complete the upgrades.

*On a motion by Dr. Joyce, seconded by Mr. Russo, the board approved the use of the Unreserved Fund Balance up to \$7,500 using the company of Mr. Latchaw's choice. Vote: 3-0*

Mr. O'Reilly asked if Newington currently had a contract with IMPACT Fire. Mr. Latchaw indicated there was a contract through the end of the year. He reiterated that if a contract is made with Mammoth it would foster continuity with the Town.

Dr. Joyce asked for specifics regarding items Hart Plumbing would potentially be fixing. Mr. Latchaw noted several classroom sinks need repair.

Mr. Latchaw updated the Board that 2 Way Communication recently terminated their contract with the NPS. Mr. Grattan will be taking over troubleshooting that may arise during the transition. Mr. Latchaw noted Mr. Grattan will assist in the school on a regular basis in order to ensure technology is working properly.

Mr. Latchaw mentioned there are several items regarding the Off Site Evacuation Drill that need to be discussed. The details will be shared during non-public session.

## **Board Reports**

**Facility** – Mr. Russo commented the Technology Committee will meet for the first time this school year on December 5, 2019.

**Policy** – The Policy Binder is currently under review by attorney William Phillips of the NHSBA.

## **UNFINISHED BUSINESS**

### **Water Testing**

Mr. Petralia restated the requested water testing had recently taken place. Water samples have been sent out; results should be received within the next week.

## **NEW BUSINESS - None**

## **PERSONNEL**

Mr. Latchaw explained the new Guidance Counselor is currently a contracted position. Going forward he would like to budget for Guidance to become a full time position in an effort to follow New Hampshire educational standards. Ms. Killen reiterated the benefit of making the position a full time position. The cost of implementing the change on December 1, 2019 would be \$8,789 (prorated salary).

Dr. Joyce requested that Ms. Ryan show the adjustment in the financial statement summary sheet for the December Board meeting.

Mr. Russo added the current budget line would not cover the additional salary cost. Ms. Killen added that there are other areas they can adjust where money may not be needed.

*On a motion by Mr. Russo, seconded by Dr. Joyce the Board accepted the adjustment of Guidance Counselor at Newington Public School from contracted service to staff a position.  
Vote: 3-0*

The para-educator position was discussed. Ms. Killen indicated they would need to enter into a non-public session in order to discuss the topic in detail.

The SAU 50 Facilities Manager position was discussed. Mr. Petralia noted the topic and job description will be presented at Wednesday evenings SAU 50 Joint Board meeting.

Mr. Petralia indicated an increase to the overall SAU 50 FY 2021 budget adding that there are multiple staff position changes that are affecting the increase of the budget. He reminded Board members when they receive the SAU 50 Preliminary Budget tomorrow evening they will be afforded a month to review it.

Dr. Joyce reiterated that concerning additional SAU 50 staff, affordability is the question; some Board members may question the increase in the budget.

*On a motion by Mr. O'Reilly, seconded by Mr. Russo the Board voted to retain \$52,359 of the 2018-2019 Fund Balance, which represents 2.5% of the 2018-2019 Fiscal Year's net assessment pursuant to RSA 198:5. Vote: 3-0*

**NON PUBLIC SESSION**

*On a motion by Mr. O'Reilly, seconded by Mr. Russo, the Board voted to enter into non-public session at 5:50p.m. per RSA 91-A: 3 II (c). Roll Call: 3-0*

**RETURN TO PUBLIC SESSION**


*On a motion by Mr. O'Reilly, seconded by Mr. Russo, the Board voted to come out of non-public session and seal the non-public minutes at 6:06 p.m. Roll Call: 3-0*

*On a motion by Mr. O'Reilly, seconded by Mr. Russo, the Board voted to approve the position of Monitor for Behavior Support for the remainder of the 2019-2020 school year as presented. Vote: 3-0*

**ADJOURNMENT**

*On a motion by Mr. O'Reilly, seconded by Mr. Russo, the Board adjourned their meeting at 6:07 p.m. Vote: 3-0*

Respectfully Submitted,  
Samantha Fuller  
Secretary to the Superintendent

  
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Chris Russo, School Board Secretary

12/10/19  
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Date