

NEWINGTON SCHOOL DISTRICT
 School Administrative Unit 50
 48 Post Road, Greenland, New Hampshire 03840
 Phone (603) 422-9572 Fax (603) 422-9575

The regular monthly meeting of the Newington School Board took place on Tuesday, April 10, 2018 at 5:00 p.m. at the Newington Public School.

PRESENT:

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

Administrators: Salvatore Petralia, Superintendent
 Kelli Killen, Assistant Superintendent
 James Katkin, Business Administrator
 Amy R. Ransom, Assistant Business Administrator
 Sarah Reinhardt, Special Education Director
 Peter Latchaw, Principal

Visitors: None

CALL TO ORDER – Dr. Joyce called the meeting to order at 5:00 p.m.

Mr. Petralia welcomed Mr. Russo as the new School Board Member for Newington School District.

Reorganization of School Board

On a motion by Mr. O'Reilly, seconded by Mr. Russo, the Board nominated Dr. Joyce as Board Chair for the 2018-2019 school year. Vote: Unanimous

On a motion by Dr. Joyce, seconded by Mr. Russo, the Board nominated Mr. O'Reilly as Vice Chair for the 2018-2019 school year. Vote: Unanimous

On a motion by Mr. O'Reilly, seconded by Dr. Joyce, the Board nominated Mr. Russo as Secretary for the 2018-2019 school year. Vote: Unanimous

2018 – 2019 Committee Assignments

AREA	Mr. O'Reilly
Budget Committee	Mr. O'Reilly
Communications	Mr. Russo
Facilities	Mr. Russo
Negotiations	Dr. Joyce
Newington Family Scholarship	Mr. O'Reilly
Policy	Dr. Joyce
Portsmouth Middle School	Dr. Joyce

School Supporters	Mr. Russo
Secondary School Advisory	Mr. O'Reilly
Technology	Mr. Russo
SAU Technology	Mr. Russo
Transportation	Mr. Russo

SECRETARY'S REPORT

On a motion by Mr. O'Reilly, seconded by Dr. Joyce, the public March 14, 2018 were approved. Vote: 2-0-1 (Mr. Russo abstained).

On a motion by Mr. O'Reilly, seconded by Dr. Joyce, the non-public March 14, 2018 were approved. Vote: 2-0-1 (Mr. Russo abstained).

On a motion by Mr. O'Reilly, seconded by Dr. Joyce, the public March 17, 2018 were approved. Vote: 2-0-1 (Mr. Russo abstained).

COMMUNICATIONS

Mr. Petralia shared a letter from Santina Thibodeau, administrator at the NH Bureau of Special Education, which announced that the Newington Public School was in 100% compliance for the reporting September 1, 2018 – November 30, 2018 reporting period.

FINANCIAL REPORT

On a motion by Mr. O'Reilly, seconded by Mr. Russo the manifest for March 13, 2018 through April 6, 2018 was unanimously approved in the amount of \$84,612.14. Vote: 3:0

REPORTS

Business Administrator's Report

Mr. Katkin shared that he had reached out to vendors regarding an air quality study and a study will be done in May. Results of the study will be shared with the Board. Dr. Joyce asked if an air quality study is required to be completed annually. Mr. Katkin informed the Board that it does not and that they started checking the air quality every three years about 15 years ago. Mr. Russo asked if there were any needs or concerns regarding the study. Mr. Katkin explained that it was just to confirm that the school has good air quality.

Mr. O'Reilly inquired if the re-pavement of the driveway had been scheduled. Mr. Katkin said that it was scheduled for some time in June and that it will be done by the same company that will put the finish coat on as well. It was also noted that the dumpsters will not have to be moved and that the district has not paid for the re-pavement as of yet.

Dr. Joyce informed the Board that there may be a surplus at the end of the year and that Mr. Katkin has laid out a maintenance plan of projects that the surplus can be used towards. Dr. Joyce requested that the Board discuss this matter further at the May meeting and have examples of projects they want to accomplish in future years. Mr. Katkin noted that the plan was based on what is currently in the building and will need to be continuously updated with all new changes.

Dr. Joyce requested an advanced list of items currently on the maintenance plan so that the Board can review prior to the May meeting.

Superintendent's Report

Mr. Petralia informed the Board that employment contracts for certified staff have all been distributed and are to be returned to Central Office this week.

Mr. Petralia mentioned an article from NPR reporting that Ransomware Attacks are on the rise and included in the Board packets. Mr. Petralia noted that the article was an interesting read and a connection to recent conversations with the SAU 50 Joint School Board.

Mr. Petralia attended a meeting of the Association of Coastal Teachers Executive Board on Wednesday, April 4th. He noted that he had productive conversations with building representatives from across the SAU.

Mr. Petralia also requested that the Board entertain a motion for a non-public session following the conclusion of the public portion of this evening's meeting to discuss a student matter.

Mr. Petralia announced that Attorney Barbara Loughman would be offering an orientation to all new board members on May 23rd, from 5 p.m. to 6:30 p.m., prior to the start of the SAU 50 Joint Board Meeting, at Maude H. Trefethen School in New Castle.

At the conclusion of Mr. Petralia's report, Dr. Joyce asked what the funding in the SAU 50 technology account was going to be used for, as there was concern around the use of this money. Mr. Petralia stated that the administrative team has been setting up meetings with vendors regarding scheduling a district-wide technology audit. Once the audit has been set up and is completed, a plan will be created based on the technology needs of the SAU. Ms. Ransom explained that there was some confusion at the last technology meeting as to what the money can be used for. The technology audit will help in determining needs, strengths, and ultimately would be used to create a future job description for an SAU-wide technology director position.

Assistant Superintendent's Report

Ms. Killen shared that she has provided a copy of the updated English Language Arts curriculum for Pre-School through Grade 2 for the Board to review and offer feedback. She will be adding Grades 3 through 6 prior to May school board meeting so that the curriculum can be adopted at the next meeting.

Dr. Joyce thanked Ms. Killen for the curriculum workshop and orientation she presented during the last SAU 50 Joint Board meeting in March.

Assistant Business Administrator's Report

Ms. Ransom informed the Board that the district is financially in good shape. The retirement stipend for the Special Education Coordinator position has been entered into the financial statement. Ms. Ransom noted that there is a specific calculation regarding retirement stipends outlined in the teacher CBA and does not require advanced notice. Mr. O'Reilly asked if there should be an account established for teacher retirements. Dr. Joyce suggested that this information be kept in mind during the next budget cycle.

Ms. Ransom has met with three companies regarding the technology audit. She will be obtaining final quotes in May and hopes to bring the information before the Board at the June meeting.

The Board was notified that the MS-22 Report that is sent to the NH Department of Revenue will be sent to the State for review. Mr. Latchaw will obtain the Town of Newington's clerk signature for the report. It was noted that the Board does not need to vote on the MS-22 Report.

Principal's Report

Mr. Latchaw shared that the students in grades 3-6 have incorporated choice/individual project time into the student's daily lessons and students are creating their own projects based on their interests. In grades K-2, students have about 15-20 minutes set aside each day to allow students to explore and promote individual interests.

There was a brief discussion regarding photos of students. It was noted that a release is signed for use of student photos. Dr. Joyce suggested not using photos showing the interior layout of the building. Mr. Latchaw will look into this topic further and report back to the Board.

Mr. Russo shared that the homework and the focus on reading has been a very positive experience for his family. He also commented on SeeSaw and appreciated seeing the student artifacts.

Mr. Latchaw also thanked the Newington Community for supporting the school talent show which was held on April 7th.

Grant Update

Mr. Latchaw announced that NPS was recently approved for safety improvement funding through the Public School Infrastructure Grant. The district is currently waiting for the funds to be officially approved by Governor Sununu. Mr. Latchaw met with a few vendors and will present additional information at a future meeting. At this point in time, Mr. Latchaw provided the Board with a brief summary for reference of associated costs and expected duration of each project.

Dr. Joyce asked if the grant funds had to be expended by June 30th. Mr. Ransom stated no and that they are able to float the money. It was reminded that the district has agreed to 20% responsibility for costs not included by the grant and that funds will need to be subtracted from the total amount available at the end of the year.

Staff Update

Mr. Latchaw shared that there are currently 37 applicants for the Special Education Teacher/Case Manager position. A selected committee is currently reviewing applicants. Mr. Latchaw also provided the Board with a timeline.

There has no interest in the Afterschool Enrichment Program position at this time. Mr. Latchaw thanked Tom Lienhard, Devon Brunner, and Laura Varney for assisting in the current coverage of the position.

It was noted that future staff openings included a 1:1 special education paraprofessional position and also Physical Education (20%).

Unfinished Business

New Copier for NPS

Ms. Ransom shared the bids and quotes she received for a new copier. After a review of the quotes, it was determined that the Canon copier was the better choice to meet the needs of the school.

On a motion by Mr. O'Reilly, seconded by Mr. Russo, the Board approved up to \$7,000 to purchase and install a new copier for Newington Public School. Vote: 3:0

Pay for Substitute Nurses

Ms. Killen informed the Board that finding qualified substitute nurses are challenging to find and there are currently no nurses on the sub list. Ms. Killen provided the sub rates for the district and throughout the state for comparison. Ms. Killen recommended that the substitute nurse rate be increased to \$150 per day.

On a motion by Mr. O'Reilly, seconded by Dr. Joyce, the Board approved the recommended pay increase to \$150 per day for a registered nurse substitute. Vote: 2-0-1

Mr. O'Reilly inquired as to how long the nurse would be substituting for. Ms. Killen stated that it would be approximately five hours. Mr. O'Reilly asked what would happen if it would increase. Ms. Ransom explained that only if the person became a long term sub. Ms. Killen noted that her recommendation is the same amount district-wide, but the amount voted on by the Board could be individual to the district. It was also noted that the increase would begin immediately.

Mr. Russo asked if NPS had utilized a sub nurse as of yet. Mr. Latchaw reported that he has not yet this year. Mr. Latchaw also expressed a concern that the nurse substitute may get paid more than the actual nurse. After discussion, it was determined by the Board to pay the nurse substitute \$23 per hour.

On a motion by Mr. O'Reilly, seconded by Dr. Joyce, the Board amended their prior motion to reflect the change in the pay increase of a registered nurse substitute to \$23 per hour. Vote: 2-0-1 (Mr. Russo abstained).

2018-2019 Tuition Rate

Ms. Ransom informed the Board that the 2018-2019 tuition rate needs to be reviewed and voted on by the Board. It was noted that the proposed rate is the same amount as last year. Mr. Russo inquired about New Castle's tuition rate. Mr. Petralia explained that New Castle has a flat rate of \$7,900 and that there is also a tuition formula for employees of the district or when enrolling multiple children.

On a motion by Mr. O'Reilly, seconded by Mr. Russo, the Board approved the 2018-2019 Newington Public School tuition rate of \$7,016.67. Vote: 3:0

NON PUBLIC

On a motion by Mr. O'Reilly, seconded by Mr. Russo, the Board entered non-public session at 6:20 p.m. Vote: 3:0

RECONVENE

On a motion by Mr. O'Reilly, seconded by Mr. Russo, the Board returned to public session at 6:35 p.m. and sealed the non-public minutes, in accordance with RSA 91-A:3, II (c). Vote: 3:0

ADJOURNMENT

On a motion by Mr. O'Reilly, seconded by Mr. Russo, the Board adjourned their meeting at 6:40 p.m. Vote: 3:0

Respectfully Submitted,
Sarah Reinhardt

A handwritten signature in black ink, appearing to be 'SR', written over a horizontal line.

Secretary