

Wentworth School District Board Meeting
August 22, 2017
Wentworth Elementary School
4:00pm

Board Members: Melisa Farrell (4:25pm), Kevin Kay, Kathleen Mack
Administration Present: Kyla Welch, Assistant Superintendent
Joe Sampson, Principal
Daniel Rossner, Business Administrator
Public: Chris Bassingwaite

4:00pm The school board went into non public session by roll call vote for the purpose of personnel.

The school board ended public session at 4:20pm.

At 4:21pm, Kevin Kay opened public session and made a motion to approve the nominations of the following support staff as presented for the 2017-18 school year:

Samantha Utter, Paraprofessional
Patricia Malone, Paraprofessional
Mary Melendy, Paraprofessional
Keri Bassingwaite and Amber Comtois, Soccer Coaches

Kathleen Mack seconded the motion and it was unanimously approved.

Minutes of the June 19, 2017 meeting were reviewed by the board and approved.

Motion: Kathleen Mack Second: Melisa Farrell All in Favor

Agenda was reviewed and End of Year Financial report for 2016-17 was added to discussion items. Agenda was approved as amended.

Motion: Melisa Farrell Second: Kathleen Mack All in Favor

Superintendent's Report:

Mrs. Welch reported on the topics covered during the summer administrative retreat, hiring and recruitment, opening day for teachers, curriculum, instruction, and assessment updates.

Principal's Report: Mr. Sampson reported on the following:

Principal's Report 6/19/17

1. Enrollment 60
2. Safety:
 - a. Go bags are in place with new Safety protocol in place
 - b. New/updated Safety EOP (Emergency Operations Plan) has been prepared and sent to the state. (new requirement)

- iii. This opportunity will provide me with professional development that will continually help support the work WES does for its students.

1. Events:

- a. Market Day
- b. Warren Old Home Day
- c. Community Potluck (Coming Up)

2. Upcoming events

- a. Soccer games
- b. NJHS Induction
- c. PTO Events

3. Community Shout Out

- a. 8th Grade Fundraising Parents
 - i. 3 fundraisers this summer. Over \$1,000.00 saved.
- b. Youngs Family
 - i. They reached out to one of our new families and really helped them settle in.

4. Faculty Shout Out

- a. Our June PD group
 - i. We completely re-wrote our schedule around RTI
 - ii. Built fair duty schedules
 - iii. Revitalized many other routines in school
 1. Recess
 2. Morning Meeting
- b. LeeAnn Lewis, Admin. Assistant
 - i. She puts in a lot of HARD work for our school during the summer
 - ii. She is ahead of most schools with Powerschool integration

Discussion Items:

1. Bus Contract: Mrs. Welch reported that the bus company will pick up students at 3:00pm for both busses at the end of the school day. The Wentworth School district will pay for the additional time needed from staff from Durham Bus Services. A brief discussion ensued in regards to the duration of the school day. A survey will be given to parents on thoughts about the duration of school day. Mr. Sampson will have a preliminary discussion with the faculty as well.

2. End of Year Report 2016-17: Mr. Rossner reviewed the End of Year report

Privilege of the Floor:

Mr. Bassingwaite reported that the current selectmen support the school and asked for continued communication and transparency. He also reported his concern over the cleanliness of the kitchen at WES. Mr. Rossner did address the concern after the same concern was brought up at the end of the school year with Cafe Service and should be resolved. Lastly, Mr. Bassingwaite asked why WES had a for profit company (Taekwondo) using the gym on a regular basis and was concerned with the time the organization takes up in the gym as well as the equipment storage. He suggested that the board consider removing the business from using the facility at WES. A brief discussion ensued regarding impact on the community.

Melisa Farrell made a motion that the Taekwondo business from Warren no longer be allowed to use the WES facilities. Kathleen Mack seconded the motion and all were in favor.

The board asked Mr. Rossner to write a letter to notify the Taekwondo business immediately of the boards action.

Claims and Payroll were circulated and approved.

There were no correspondence items.

Meeting adjourned at 5:25pm.

Respectfully Submitted,

Kyla A. Welch
Assistant Superintendent of Schools

Wentworth School District Board Meeting

September 18, 2017

Wentworth Elementary School

4:00 pm

No meeting was held.

Wentworth School Board
Monday Oct 16, 2017
Wentworth Elementary School

Board Members Present: Kevin Kay, Melisa Farrell

Administration Present: Kyla Welch, Assistant Superintendent
Joe Sampson, Principal

Public Present: Teacher Sarah Cormiea Mark DeBeber Durham Bus Service Rep.

4:00 p.m. Non-public session None

4:05 p.m. Public Session
Open the meeting

Motion: Kevin Kay Second: Melisa Farrell

Agenda Review and Disposition:

Minutes of August 21, 2017 meeting were approved by the board.

Motion: Kevin Kay Second: Melisa Farrell All in Favor

Superintendents Report:

Mrs. Welch reported that they had a good school opening. The biggest issue they have been dealing with, an issue that is Sau wide, is with the transient population and an increase of homeless students.

Mrs. Welch added that they are scheduling several Middle School/ High School collaboration meetings for English and Math and eventually Science teachers to make sure students from elementary and middle school are on the right track going into high school. There has been lots of good feedback on the PowerSchool Teacher App to sync grades and keep track of student's progress. This App allows parents to check on their child's progress

Principal's Report 9/18/17 10/16/17

1. Enrollment 58
2. Safety:

September:

- a. We had our first meeting. Chief Ames/Trott came and participated in a Code Blue (Lockdown) Drill.
- b. Testing EAlert with Holderness Central School
 - i. If it works, we will implement it
- c. Chief Ames/Trott will join staff for a Faculty Meeting in October to discuss EOP and Procedures as well as answer questions.

October:

- d. EAlert Test went fine, moving toward implementation

- e. We did a Code White Drill (Soft Lock Down) and a Code Red (Evacuation)
- f. We received and rolled out our new CODE tags for all staff and visitors.
- g. We had a staff meeting with Chief Trott to review Safety Plan as well as have a discussion about active shooter scenarios.

3. Building:

- a. Tom is doing a fabulous job
 - b. He has already done more projects that I can count!
 - i. Backboards/Hoops
 - ii. Computer/iPad storage
 - iii. Installed door stops
 - iv. Installed trash can clips
 - v. Completed all punch list items on pest control list
 - vi. Fixed numerous broken chairs/desks
 - vii. Completely cleaned and organized back hallway
 - viii. Completely cleaned and organized all storage buildings
 - ix. Helped assemble goals
 - x. Errands (Dump, keys,)
 - xi. School is sparkling daily/washes all floors daily
- 4. Students
 - . Kids are settled in and working hard.
 - a. Practicing school SOAR expectations around the building
 - . 8th grade is helping this process by leading Morning Meetings weekly.
 - b. NJHS members planning relief effort fundraising for Hurricane Irma and Harvey.
 - c. There is a Student Technology Leadership grant that was awarded to the school district. We are selecting 3-6 students to participate in this program. Generation YES. There will be a training for kids (Lunch included) on November 1st. These students will learn how to teach their peers how to use technology effectively in the classroom.
 - d. 8th grade has already raised over 3200.00 towards their trip! Nice work!!
- 5. Staff
 - . Chris Misavage and I applied for a Robotics grant through the state of NH. If the grant is awarded we will partner with the PSU computer science department for a camp and competition!
 - a. Patti Malone (one of our new Paraprofessionals and Librarian) is offering the first after school camp this year. It is a creative writing camp for grades 2-8.
- 6. Community Shout Out!
 - . Deda Whilms and Nancy Strapko. They are built and painted four benches for our soccer field!!
- 7. Other

- . We put together a google form and survey for parents regarding changing the school day. The results were 34 total responses, 3 were no.
 - a. Staff is in agreement according to Union President that if the school day start/end time is changed, they agree to the change.
- 8. Past Events
- . Open House
 - a. Soccer Season
 - b. NJHS Fundraiser for Hurricane Relief
 - . We made the paper!
- 9. Upcoming Events
- . Parent Teacher Conferences
 - a. Fall Festival
 - . Trunk or Treat
 - i. Scavenger Hunt
 - b. Thanksgiving Dinner/Turkey Trott
 - c. Running Club
 - d. Writing Club
 - e. NJHS Ceremony

Discussion items:

1. Durham Bus Service: A representative from Durham Bus Services, Mark DeBeber, introduced himself to School Board and asked if they had any problems so far.
Mr. DeBeber spoke to us about differences in their fleet, their accountability for child checks and other pertinent points and commented about the staffing issue and how it is a national problem across the U.S.
Kevin Kay said that they have been happy so far, no complaints. Joe Sampson, Principal commented how impressed he was so far.
2. Change of school time. Should we make the change 8:15-3:00. Joe Sampson will talk to teachers and make the time change the first of year.
3. Records Retention Policy – 1st reading Updated policy to match the Special Ed requirements saying we are required to keep the last IEP of a child on file until they are 60 years old.
Motion to approve
Keven Kay approved Melisa Farrell seconded All in Favor
4. Capital Improvement Prep – Fire Alarm System looked at, punch list of things we need done. Ultimately you need a new fire alarm system. Recommend to put on Warrant article and have town look at it. Projected cost of 55,000 John Frances will ask the Fire Chief to speak to this.

5. Other Business

Discussion followed on possible safety issues over present parent pick up procedures. Joe Sampson will send a letter to parents on child pick up safety issues and have cones set up to help direct cars.

A follow up on whether the Taekwondo Business from Warren received notification that they could no longer use the WES facilities to store equipment and practice. They were notified and nothing further developed.

Privilege of the Floor:

None

Consent Items

1. Claims and Payroll
2. Correspondence No correspondence items.

Nonpublic Session (RSA 01-A:.3) (Exclusive allowable purposes are: personnel issues, nominations and hiring, reputation sale or acquisition of property, litigation; 91-A:2 (non-meetings) consultant with legal counsel or negotiations; 91-A:5 student records or information deemed confidential, personal or invasion of privacy.)

Meeting ended: 5:05

Future Meetings: 11/20,12/18

Respectfully Submitted: Martha E. Morrill

Martha E. Morrill

Wentworth School Board
Tuesday Nov 28, 2017
Wentworth Elementary School

Board Members Present: Kevin Kay, Melisa Farrell, Kathleen Springham-Mack

Administration Present: Kyla Welch, Assistant Superintendent
Dan Rossner, Business Administrator
Joe Sampson, Principal

Public Present: Jeff Ames Deb Gelsi Chris Bassingthwaite Barbara
Archibald Rick Farrell Makenzie Farrell

4:00 p.m. The School Board went into non-public session for purpose of
personnel

4:07 p.m. Kevin Kay opened public session and made a motion to approve the
contracts for the following support staff: Keri Bassingthwaite, Running Club and
Mike Mandeville, Basketball

Motion: Kevin Kay Second: Melisa Farrell All in Favor

Agenda Review and Disposition:

Minutes of October 16, 2017 meeting were approved by the board.

Motion: Melisa Farrell Second: Kathleen Mack All in Favor

Superintendents Report: Mrs. Welch reported that they are working on SAU
budget, there is some loss of Revenue at State level, but the SAU budget is
stable. All staffing is good. We are looking at different pieces.

Mrs. Welch explained that there is an infrastructure grant for new fire alarm
system. Discussion followed

Principal's Report

Building in great shape **Principal's Report 11/28/17**

1. **Enrollment** 55

2. **Safety:**

a. November Drill:

b. Student Relocation to Warren school.

i. Working closely with Chief Ames to get a written policy put
together.

ii. Warren if planning to reciprocate

2. Building:

a. Plowing/Town all set (They sanded the other day)

b. Building is in great shape.

2. Sports:

- a. Basketball has started!
 - i. The boys coach, Mike Mandeville, would like to invite one of his friends who also formerly played basketball to help with his practices. Becca Crane, senior at PRHS, is also going to volunteer to help out during practices.
 - ii. First game against Thornton on Tuesday the 5th.

2. Students:

- a. Students have been busy will LOTS of school activities/groups.
 - i. Running Club - 45+ kids attended
 - i. Peer Leaders - Planned multiple events at school!
 - ii. NJHS - Helped w/ running club, collected 266 food items and raised money for Hurricane relief.
 - iii. Gen Yes - Helping students and staff with Tech needs/questions
 - iv. Writers Club - 17 students are writing after school 2x a week and are building a literary magazine for publication!
 - v. 6th graders were featured in the newspaper for their Field Trip in October w/Ray Youngs connected to their Hatchet Novel.
 - b. Planetarium Field Trip!
 - c. MS students are now reading a Christmas Carol in preparation for their trip to Manchester to watch the play!
 - d. 8th graders have already raised over 6 thousand dollars!

2. Staff

- a. Mike Mandeville, our PSU intern, is our new BBall coach!! THE kids really respond to his demeanor!
 - b. Patti Malone, one of our paras, is running the writing club!
 - c. Chris is planning our next after school club, ART
 - d. Sarah and Patti are also planning to put on a production!

2. Community Shout Out!

- Ray Youngs - Field Trip with 6th
- Keri Bassingthwaite - Running Club
- 8th Grade parents - Fundraising efforts! 6k!

1. Past events:

- a. Parent Teacher Conferences 19th
 - o Fall Festival
 - o Trunk or Treat
 - o Scavenger Hunt
 - o Thanksgiving Dinner/Turkey Trot
 - o Vets Lunch

1. Upcoming Events:

- a. Winter Concert
- b. Caroling at Glenclyff
- c. Palace theatre with MS
- d. Winter Program
- e. NJHS Induction Thursday!

Discussion items:

The issue of **Tae Kwon Do** no longer using the school's gym for practice and to store equipment.

Deb Gelsi questioned the use of the term "non profit" for Tae Kwon DO. She went on to point out that she doesn't believe Tae Kwon Do is making any money They help kids who can't afford uniform. She emphasized that *this group has*

been part of this town and school for 15 years. Students learn self-defense, respect. She would like the board to reconsider letting Tae Kwon Do back into the school.

Discussion followed over insurance policy, space, etc. Barbara Archibald also came to speak on Tae Kwon Do and was in favor of keeping it at school. She asked what does it cost the school for them to use the gym? **The Board will take it under consideration.**

Budget Draft #1 Draft #1 was handed around for consideration. Mrs Welch went over each line item and discussed proposed budget for 2018-2019 year. Discussion with board explaining any differences followed.

Privilege of the Floor:

Chris Bassingthwaite Selectman pointed out that taxes for all homeowners went up and there will be some resistance to any large requests for money.

A Motion from floor to increase School Board to \$1000 each with additional \$250 for Chair. Discussion followed and Mrs Welch agreed to add it to revised 2018-2019 year School Budget, Draft 2 to be voted on.

Consent Items

1. Claims and Payroll No
2. Correspondence No correspondence items.

Nonpublic Session (RSA 01-A:.3) (Exclusive allowable purposes are: personnel issues, nominations and hiring, reputation sale or acquisition of property, litigation; 91-A:2 (non-meetings) consultant with legal counsel or negotiations; 91-A:5 student records or information deemed confidential, personal or invasion of privacy.)

Meeting ended: 5:30
Future Meetings: 12/18

Respectfully Submitted: Martha E. Morrill

Martha E. Morrill

Wentworth Elementary School Board

Monday, December 4, 2017

No meeting was held.

Wentworth Elementary School Board
Monday, January 8, 2018

Members in Attendance: Kyla Welch - Assistant Superintendent, Dan Rossner - Business Administrator, Joe Sampson - Principal, Kevin Kay - School Board Chair, Kathleen Mack - School Board, Melisa Farrell - School Board, Kristin Robidoux - Middle School Language Arts/Social Studies teacher, 1 member of the public.

4:02 Kathleen Mack motioned to open public session, seconded by Kevin Kay

Agenda Review and Disposition:

- Dan Rossner proposed adding Audit to the agenda.
- Motion to accept minutes from November made by Kevin Kay, Seconded by Kathleen Mack. All in favor

Superintendent's Report, Kyla Welch::

- SAU has been busy with cold weather and school closings.
 - Jon Francis has been working hard to make sure the buildings are ok in the cold weather.
 - Discussion
 - Snow Day calls, thought there was a bad call
 - Kyla talks to road agents, bus companies
 - 2 hour delay should have been a day off, roads were still bad
- Also, busy during budget season.
 - All else is good.

Principal's Report, Joseph Sampson

1. Enrollment 55
2. Safety:
 - a. Propane leak evacuation went very smooth
 - i. Debriefed students in MM and staff after school
 - ii. No calls from parents with complaints or concerns
 - b. Elert Drill coming mid January
 - i. Training staff to follow
 - ii. Drill next Tuesday
 - c. Kevin Patten cleared the path to Patten's Auto for a walk away drill. We will perform that drill this week now that the weather has improved.
 - i. *Go bin with blankets and other first aid supplies will live in Patten's Auto shop for us to access in the case there is an emergency and we need to keep kids warm and comfortable.
3. Building:
 - a. Kevin Patten has started clearing snow for us.

- b. Kevin Gilbert is doing snow removal from town and working well.
- 4. Sports:
 - a. Girls and boys off to good start.
 - i. Girls 3-1, Boys 0-4
 - b. January is mostly away games. The teams travel to Campton and Thornton this week!
- 5. Students
 - a. Very busy with clubs
 - i. Art
 - ii. Writing (Finished)
 - iii. Generation Yes
 - 1. 70% (About 40 kids) of students have participated in one or more clubs after school.
 - 2. Last year we had about 2-6 kids stay nightly for HW Club.
 - b. Kids and staff decorated the school! Its beautiful
 - c. Kids and staff prepared so well for their all school song, It went great!!!
- 6. Staff
 - a. Art club goes through January with Chris Misavage
 - b. Patti Malone is going to offer a round two for Writing Club in February
 - c. Chris Misavage is doing a STEM camp in March
 - d. Sarah Cormiea and Amber Comtois are doing a spring musical production camp in April
- 7. Community Shout Out!
 - a. Deep Davis brought in lunch for all staff before break!
 - b. Karla Chirichetti for supplying desks and school supplies from PSU
 - c. Ida Hutchins and the Grange for donating toys and blankets for Secret Santa.
 - d. PTO - Purchased a refrigerator for the teachers and community events as well as 5 turkeys for families in need over the holiday break!
 - e. Peabody Smith Realty - Sponsored 18 students for the holidays who were in need of assistance
 - f. Top Gun Gymnastics stopped by with a 25 dollar donation for the holidays
 - g. CCI Construction donated \$700 to support kids for the holidays and other activities where support is needed.
- 8. Past Events
 - a. Caroling at Glencliff
 - b. The middle school went to the Palace Theatre to see "A Christmas Carol"
 - c. NJHS Induction
 - d. Holiday Concert
- 9. Upcoming Events
 - a. Basketball games!!!
 - b. Winter Program
 - c. Wild Game Dinner! January 20th 5:30PM

Discussion Items:

Budget Draft :

- Page 2 - Line 50 error: printed as 7500, should be 750 = 6750 savings.
- Page 7 School Board salaries increased
- Page 12 Oil prices went down 18,000 for next year.
- In total we are down 60k from last year's budget
- Budget - Board
 - Motion to add \$50 dollars to the moderator's pay bringing the total to \$200.
 - Question from Kathleen: Water Testing Line 267. How often are we tested?
 - School will follow up with answer.
- New Revenue
 - Kindergarten Aid (1100 per student) "Kenogarten"

Warrant articles:

- Fire Alarm project
 - The updated total price went down to 55k
 - The state will cover 40% of whatever the final price is.
 - 22k will be covered by the grant, 25k will be covered by our capital reserve.
 - If the total is larger, we will cover the additional amount with unencumbered funds.
- Kyla Welch asks that the board votes to accept these articles and budget unless there are any questions.
- Motion to recommend Article #3 to the public. Motion by Kathleen Mack, seconded by Kevin Kay.

There was a motion to accept warrant articles and budget by Kevin Kay, seconded by Melisa Farrell at 4:35 p.m,

Audit - Dan Rossner

- Zero findings, School Board chair signs report
- Consider signing tonight
- School board has copy of draft

Budget hearing - Kyla Welch

- Feb 8th at 6pm

Tax revenue questions regarding the shortfall in revenue from public - George Merrill

- Clarification from Dan Rossner regarding reduction in catastrophic aid/foundation aid from state.
- Positive revenue source, Kenogarten.
- Questions about creating a special education Capital Reserve

- Other school districts in our SAU have Special Education Capital Reserve accounts
- The other negative toward revenue would be the school choice bill.
 - We would lose \$3500.00 per student
 - Private schools, parochial schools, other public schools and homeschool students.

Privilege of the Floor:

Kristin Robidoux honored by Joe Sampson for her strong start to the school year as the new Language Arts/Social Studies teacher for Middle School.

4:49 - Motion to adjourn by Kevin Kay, seconded by Melisa Farrell

Respectfully submitted,
Joseph Sampson

Wentworth Elementary School Board
Thursday, February 8, 2018

Board Members Present: Kevin Kay Kathleen Mack

Administration Present: Kyla Welch, Assistant Superintendent
Joe Sampson, Principal

Public Present: George Morrill, Tracy and Morgan Currier, Doug and Campbell, WES Staff.

5:30 p.m. The School Board went into non-public session

5:45 p.m. Kevin Kay made motion to open public session

Second: Kathleen Mack All in Favor

Motion to accept resignation of Samantha Utter, Kevin Kay

Second: Kathleen Mack All in Favor

Motion to accept minutes from January 8, 2018, Kevin Kay

Second: Kathleen Mack All in favor

Agenda Review and Disposition:

None

Discussion Items

Preparation for budget hearing to follow at 6:00 p.m.

Kyla went over the budget and explanation in preparation for meeting and there were no questions

Explanation of school calendar followed and questions answered.

Motion to accept SAU school calendar, Kevin Kay

Second: Kathleen Mack All in favor

Discussion followed on not having Feb 19, School Board meeting and letting tonight's meeting suffice. Unanimously agreed.

Privilege of the Floor: none

Consent items:

Claims/Payroll
Correspondence

5:55 P.M. Motion to adjourn Kevin Kay Seconded by Kathleen Mack

Respectfully submitted,
Martha E Morrill

Wentworth School Board
 Thursday, Feb 08, 2018
 Wentworth Elementary School

Budget Hearing

Board Members Present: Kevin Kay, Kathleen Mack

Administration Present: Kyla Welch, Assistant Superintendent
 Joe Sampson, Principal

Public Present: George Morrill, Tracy and Morgan Currier, Doug Campbell, WES Staff

Budget Hearing

Motion to open meeting at 6:00 p.m. Kevin Kay Second: Kathleen Mack

Discussion Items: Kyla Welch set up a presentation and passed out a variety of pertinent forms to refer to while discussing 2018/2019 budget and major pieces that impacted budget changes.

REDUCTIONS FROM 2017-2018 BUDGET

INSTRUCTION	-\$12,392
SPECIAL ED.	-\$55,384
TRANSPORTATION	- 5,587
HEALTH INSURANCE	-\$13,189

INCREASES FROM 2017/2018 BUDGET

SPEECH SERVICES	+\$13,077	INCREASED STUDENT NEEDS
PRINCIPAL'S OFFICE	+\$ 4,117	INCLUDES RAISE OF ADMIN/SECRETARY
OT/PT	+\$ 5,158	INCREASED STUDENT NEEDS

RECENT BUDGET HISTORY

2014-2015	\$1,319,338
2015-2016	\$1,545,081
2016-2017	\$1,479,049
2017-2018	\$1,561,455
2018-2019	\$1,511,204

FY 17-18 REVENUE OVERVIEW

Unreserved Fund Balance

Return to town to offset taxes \$0

State Sources

Adequate Education Grant \$317,903
 Building Aid \$0
 Kindergarten Aide (new) \$7,425

Medicaid Reimbursement \$10,000

A portion of the health related costs incurred by the District through an IEP for any Medicaid eligible students whose services qualify. The money comes from state and federal sources.

National Forest Reserve \$2,000
Estimated payment in lieu of taxes. Final numbers in the Fall

EARNINGS ON INVESTMENTS \$50.00
Interest earned by the District Treasurer on money
in the District's accounts:
Payroll and accounts payable.

IDEA Reimbursement: Special Education Federal Aid \$0
Transfer from Capital Reserve \$0
Federal Fund Revenues: Title I and Title IIA \$34,000
Food Service Revenue
Money generated from payments to the Breakfast/lunch Program
\$57,000

TOTAL ESTIMATED REVENUES \$428,378

WARRANT ARTICLES 2018

- Article 1: Election of Officers
- Article 2: Accept reports of Agents & Officers
- Article 3: To authorize the Installation of a complete Fire Alarm system throughout school.
- Article 4: Fund Balance to Capital Reserve
- Article 5: Operating budget

End of presentation.

Motion to end meeting: Kevin Kay
Second: Kathleen Mack All In Favor

School Board Meetings:
3/19, 4/16, 5/21, 6/18

Respectfully Submitted: Martha E. Morrill

Wentworth Elementary School Board

Monday March 19, 2018

Board Members Present: Kathleen Mack Melisa Farrell

Administration Present: Kyla Welch, Assistant Superintendent
Joe Sampson, Principal
Daniel Rossner, SAU Business Administrator

Public Present: Amber Kingsbury, Morgan Kingsbury, Rick Farrell, Makenzie Farrell,
Amber Comtois, Francis Muzzey

4:00 p.m The School Board went into non-public session*

4:45 p.m. Melisa Farrell made motion to open public session
Second: Kathleen Mack All in Favor

Motion to accept minutes from Feb 8, 2018, Kathleen Mack
Second: Melisa Farrell All in favor

Superintendents Report: Kyla Welch explained since there were so many snow days there is ongoing discussion on ways to make up those days. All the high school articles were passed. Construction has started at high school which will be continuing throughout through the summer.

Principals Report:

1. Enrollment 55

2. Safety:

- a. We are using grant funds to further fortify the entryway. Glass door reinforcement, a speaker for the window to make it easier for LeeAnn to talk with people.
- b. Plymouth HS is donating 6 cameras to us that they will no longer be needing.
- c. We had a meeting with staff a couple weeks after the Florida tragedy to make sure everyone had questions about out safety protocol. There were none.
 - i. The reason I waited is because our protocol is strong and I didn't want to unnecessarily raise alarm when we have strong systems in place.
 - ii. We are adjusting the way we deal with visitors during the day to further ensure student and staff safety.
Lee Ann and Joe let people in. Or staff can let visitors in that they know are coming.
- b. We turned up the speaker level and adjusted speakers so staff and students can hear announcements better when class is noisy.
- c. All classrooms have window covers.

2. Sports

Taking signups for softball/baseball

1. Students

- a. Clubs Writing Club 2.0 finished
Talent Show club has kicked off with date of April 19, 2018
Upcoming
 - i. Science Club
Robotics Club

We are focusing on academics during this long period leading up to Spring Break.

2. **Staff**
 - a. Participating in PD
Nomination for Grange Teacher of the Year is going in!
They have been getting together to play volleyball and have involved middle school kids who are interested in playing. Middle School kids who are planning to play volleyball in High School are participating.
2. **Community Shout Out!**
 - a. Next year's 8th grade parents are already getting motivated to start fundraising!
2. **Upcoming Events**
 - a. Walkabout Wednesday at 4:30.
Talent Show April 19.
All School Field Trip to Boston Science Museum! June
2. **Past Events**
 - i. Basketball games, awesome season! Both, boys and girls had great seasons
Winter Program
Wild Game Dinner was a huge success!

Discussion Items:

Kyla Welch Nominated slate as read in non-public meeting.
Motion to accept: Melisa Farrell Second: Kathleen Mack

Privilege of the Floor:

Francis Muzzey brought discussion to the floor on Warrant Article 03 and 04, and his feeling that the Articles were not correctly stated. Discussion followed and Mr. Muzzey was told that his presentation would be taken under advisement.

Consent items:

Claims/Payroll
Correspondence

4:56 P.M. Motion to adjourn Melisa Farrell Seconded by Kathleen Farrell

**Nonpublic Session (RSA 91-A:3) (Exclusive allowable purposes are: personnel issues, nominations and hiring, reputation sale or acquisition of property, litigation; 91-A:2 (non-meetings) consultant with legal counsel or negotiations; 91-A:5 student records or information deemed confidential, personal or invasion of privacy.)*

Respectfully submitted,
Martha E Morrill

Future Meetings: 4/16, 5/21, 6/18

Wentworth Elementary School Board
Monday, April 9, 2018

Board Members Present: Kevin Kay, Kathleen Mack, Melisa Farrell

Administration Present: Kyla Welch, Assistant Superintendent
Joe Sampson, Principal
Daniel Rossner, SAU Business Administrator

Public Present: Amber Comtois

4:00 pm **Nonpublic Session** (RSA 91-A:3)

- Personnel

A motion was made by Kathleen Mack to nominate Kevin Kay for Chairperson 2018-2019 year

Second: Melisa Farrell All in Favor

A motion by Kevin Kay to designate Melisa Farrell as Vice chair for 2018-2019 year

Second: Kyla Welch All in Favor

Kyla Welch made a motion to nominate Mike Mandeville for long term sub beginning mid-May.

Second: Kathleen Mack All in Favor

4:32 pm **Public Session**

Melisa Farrell made motion to open public session

Second: Kathleen Mack All in Favor

Motion to accept minutes from March 19, Kathleen Mack

Second: Melisa Farrell All in favor

A. Agenda Review and Disposition

B. Superintendents Report

Kyla Welch announced that they were in the process of applying for eight grants, many were targeted for several of Wentworth Elementary future projects and programs that will need extra funding. This would be a way to supplement funds that might not come from Federal sources.

There has been lots of discussion due to the Florida situation that recently happened. No emergency plan has been perfectly executed and nothing is precise enough to notify officers in the area and meet all other criteria. However, the EAlert system works very well, no password, lock down takes a minute to make the best choices. The EAlert system is currently being used.

We are planning a lot of workshops for end of year. One of the workshops deals with kids with trauma and offers tools for Teachers to work with kids who have experienced trauma. We can only do so much, whether it is hospital, pediatric specialist, outside help, agencies beyond our Special Education teachers.

Fire alarm system bid has gone out for design.

C. Principals Report

1. Enrollment 55

2. Safety:

- a. Items to help secure our entranceway more have been ordered
- b. New cameras are being purchased.
- c. We had a successful unannounced lockdown drill last week

2. Sports

a. We have three students signed up for softball this year

2. Students

Our Talent Show club is finishing preparations for the show on 4/19 @6pm

STEM Club starts after break!

Field Trips

Boston Science Museum 4/13

Whole School is going.

Middle School is going on an Urban Adventure to see many of the historical sites, and experience Boston culture and try navigating in an urban environment.

Each grade is going to a section that parallels with what they are learning in class and do a presentation with their findings.

Alyza Thompson is participating at 2018 NHMEA Elementary Honors Choral Festival 4/13

Lakes Region Music Festival 3/9

Link Up Music Festival at PSU 3/15

Great East Festival! 6/1 where our whole band competes against other schools

1. Staff

Teachers/staff are signed up for a TON of Professional Development

Book studies

RC training

CPI

Mental Health conference

Pax East Technology Conference in Education

3 Mentor Teachers are going to a 3 day summit at Plymouth State University

2. Community Shout out

Misti Charache, Our banking Mom has been so awesome and consistent with our kids banking program. She comes in every Friday!
Roland Bixby is giving two \$100 door prizes for talent show and also has given us \$150 in prize money for writing contest

3. Upcoming Events

Boston Science Museum Field Trip 4/13

2018 NHMEA Elementary Honors Choral Festival 4/13

Talent Show on 4/19

Muddy Moose 4/22 done by the running club, organized by Kari Bassingwaite

Great East 6/1

June 2 PTO kickball, Rain day June 3

D. Discussion Items

1. Last Day of School

Kyla Welch proposed that June 20th be the last day of school, with graduation on June 19, at 6 p.m.

2. Other

E. Privilege of the Floor

F. Consent Items

1. Claims/Payroll

2. Correspondence

Motion to adjourn at 5:15 Kevin Kay

Second: Kathleen Mack

All in Favor

Nonpublic Session RSA 91-A:3 (Exclusive allowable purposes are: personnel issues, nominations and hiring, reputation sale or acquisition of property, litigation; 91-A:2 (non-meetings) consultant with legal counsel or negotiations; 91-A:5 student records or information deemed confidential, personal or invasion of privacy.)

Respectfully submitted: Martha Morrill

Future Meetings: 5/21, 6/18

Wentworth Elementary School Board
Monday, May 21, 2018

Board Members Present: Kevin Kay, Melisa Farrell

Administration Present: Kyla Welch, Assistant Superintendent
Joe Sampson, Principal
Daniel Rossner, SAU Business Administrator

Public Present: Francis Muzzey Staff and various students

4:00 pm **Nonpublic Session** (RSA 91-A:3)

The motion to approve the nomination of Joe Sampson with increase in salary for School year 2018-2019 was passed. All in Favor

4: 05 pm **Public Session**

Kevin Kay made a motion to open public session

Second: Melisa Farrell All in Favor

Motion to accept minutes from April 9, 2018

Melisa Farrell Second: Kevin Kay All in favor

A. Agenda Review and Disposition

B. Superintendents Report

Daniel Rossner reviewed budget and discussed revenue

Medicaid revenue is 13,000 above budget

Tuition revenue shaping up really well

On the Expenditure side, we have a number of items because of the transitioning of students who need additional services and reduction of services based on changes.

For this unanticipated expense for Special Ed, the cost for an aid will be 23,861 in 2018-2019 school year.

A motion made to pass the 23,861 to hire Aid for 2018-19 year was made by Melisa Farrell

Second by Kevin Kay

A second expense was discussed.

Joe Sampson met with safety committee, Fire Chief and Police Chief, and coming out of that is a recommendation to look at our camera system and we will need to update as there are some spots that are not covered

The quote is \$8,720 to add the necessary pieces of equipment and we will acquire additional pieces from high school. More information to follow before the motion will be voted on.

C. Principals Report 5/21/18

1. Enrollment 53

2. Safety:

- Fire alarm out to bid 3 different companies with a goal for late June
- Bike safety day June 15 Chief Trott applied for a grant to get new helmets and a safety course. Grant approved
- Joe Sampson, Principal, will attend New Hampshire Emergency Preparedness Conference

3. Sports 2 girls playing softball

4. Students New Student! (Parents said they chose Wentworth because the school had a good rating.)

Clubs New club called Nature club. 23 students in this club.

NJHS Put Flag on Graves of service members with Steve and Paula Davis. Favor Jenkins brought the idea to school

Field trips State House House Representative, Duane Brown, met with students and showed them around.

- Walking field trip to fish hatchery
- STEM tie in during month of June

5. Staff

Title One grants

Amber Comtois, Joe Sampson and Ethel G., wrote grants for Title One relocation and got them!

We also got the Rural School Grant (Only reward recipient in NH!)

6. Presentations by students

Kristin "American Originals"

Rachel - Peer Leaders and Butterfly Garden Project Proposal

Sarah - NJHS Projects and Classroom projects

7. Community Shoutout

Favor Jenkins - Flags for memorial day! Brought up WES at a VFW meeting and brought the idea to the school

8. Upcoming Events

5/23-25 8th Grade trip to Montreal!

6/2 "Bri is my Hero" Fundraising Events for Bri Downing 6pm

NJHS raised 800+ already through bake sale and donations

6/8 Semi Formal

6/9 PTO Kickball Tournament!

6/14 Flume and Tram!

6/15 Bike Safety Afternoon

6/19 Graduation **Last day of School, June 20.**

D. Discussion Items

Nate Miles put in bid for 20 mowings and one cleanup for 2018-2019 school year.

Discussion followed on current expense and what proposed 2018-2019 expense would be. We proposed that the current person doing mowings, give a proposal for next year and we would compare the two proposals and select one of them.

Question asked if Café services providing what was promised. Further discussion on why menu is not accurate, too many changes.

E. Privilege of the Floor

Francis Muzzey suggested that we look into Encumbering the funds by July 1, since he feels that some of the present wording used in two motions regarding expenditures for Fire Alarm and hiring a Special Ed Aide did not use correct wording or refer to July 1 deadline for encumbering funds.

F. Consent Items

1. Claims/Payroll
2. Correspondence

Motion to adjourn at 5:45 Kevin Kay

Second: Melisa Farrell All In Favor

Nonpublic Session RSA 91-A:3 (Exclusive allowable purposes are: personnel issues, nominations and hiring, reputation sale or acquisition of property, litigation; 91-A:2 (non-meetings) consultant with legal counsel or negotiations; 91-A:5 student records or information deemed confidential, personal or invasion of privacy.)

Respectfully submitted: Martha Morrill

Future Meetings: 6/18

Wentworth Elementary School
ADC - TOBACCO PRODUCTS BAN USE AND POSSESSION IN AND ON
SCHOOL FACILITIES AND GROUNDS

USE OF TOBACCO PRODUCTS STRICTLY PROHIBITED
IN/ON ALL SCHOOL FACILITIES AND/OR GROUNDS

No person shall use any tobacco product in any facility maintained by the School District, nor on any of the grounds of the District.

“Tobacco products” means cigarettes, cigars, snuff, smokeless tobacco, smokeless cigarettes, products containing tobacco, and tobacco in any other form, including vaping and the use of a juul.

"Facility" is any place which is supported by public funds and which is used for the instruction of students enrolled in preschool programs and in all grades maintained by the District. This definition shall include all administrative buildings and offices and areas within facilities supportive of instruction and subject to educational administration, including, but not limited to, lounge areas, passageways, rest rooms, laboratories, classrooms, study areas, cafeterias, gymnasiums, maintenance rooms, libraries, and storage areas.

Signs shall be placed by the District in all buildings, facilities and school vehicles stating that the use of tobacco products is prohibited.

It is the responsibility of the building principal(s), or designee, to initially enforce this policy by requesting that any person who is violating this policy to immediately cease the use of tobacco products. After this request is made, if any person refuses to refrain from using tobacco products in violation of this policy, the principal or designee may call the local police who shall then be responsible for all enforcement proceedings and applicable fines and penalties.

Students

No student shall purchase, attempt to purchase, possess or use any tobacco product in any facility, in any school vehicle or anywhere on school grounds maintained by the District.

Enforcement of this prohibition shall initially rest with building principal, or their designees, who may report any violation to the local police department. In accordance with state law, the police department shall be responsible for all proceedings and applicable fines and penalties.

The principal will develop regulations which cover disciplinary action to be taken for violations of this policy. These regulations will be communicated to students by means deemed appropriate by the principal. In addition to disciplinary actions taken by the school, criminal penalties for fines may result from violations of this policy.

Employees

No employee shall use any tobacco product in any facility in any school vehicle or anywhere on school grounds maintained by the District.

Initial responsibility for enforcement of this prohibition shall rest with building principals, or their designees. The principal may report violations to the local police department. In accordance

with state law, the police department shall be responsible for all proceedings and applicable fines and penalties.

The principal will develop and implement the appropriate means of notifying employees of the possible disciplinary consequences of violating this policy. Any employee(s) who violate(s) this policy is subject to disciplinary action which may include warning, suspension or dismissal. In addition, fines or other penalties may result from enforcement of these prohibitions by other law enforcement officials.

All other persons

No visitor shall at any time use tobacco products in any facility, in any school vehicle, or anywhere on school grounds maintained by the District.

Responsibility for enforcement of this prohibition shall rest with all School District employees who may report violations to the local police department. In accordance with state law, the police department shall be responsible for all proceedings and applicable fines and penalties.

First Reading: June 18, 2018

Wentworth Elementary School Board
Monday, June 18, 2018

Board Members Present: Kevin Kay, Kathleen Mack

Administration Present: Superintendent, Mark Halloran
Kyla Welch, Assistant Superintendent
Joe Sampson, Principal
Daniel Rossner, SAU Business Administrator
LeeAnn Lewis, Administrator Assistant

Public Present: Francis Muzzey Roland Bixby

4:00 pm **Nonpublic Session** (RSA 91-A:3) (Exclusive allowable purposes are: personnel issues, nominations and hiring, reputation sale or acquisition of property, litigation; 91-A:2 (non-meetings) consultant with legal counsel or negotiations; 91-A:5 student records or information confidential, personal or invasion of privacy.)

4: 05 pm **Public Session**

Motion made to open public session: Kevin Kay

Second: Kathleen Mack All in Favor

Motion to accept May 21, 2018, minutes: Kevin Kay

Second: Kathleen Mack All in favor

A. Agenda Review and Disposition

B. Superintendents Report

Dan Rossner and Mark Halloran are here to help with process of financial report

Dan Rossner passed out 2017 – 2018 Revenue Data and Budget Update FY18

The estimated fund balance is 136,885

Kevin made motion to accept financial report with exception of ceiling and paving for \$49,609

Kathleen seconded All in Favor

C. Principals Report

1. Enrollment 53

2. Safety

- Bike safety Rodeo was a HUGE success

Every student brought in bicycles and all the kids learned rules of road and received a free helmet A bike mechanic fixed 47 bikes and kids learned bike safety and now have safe bikes.

Kudos to Chief Trott for securing grant to help fund this

We had representation from Warren Ambulance, Wentworth Fire and Wentworth PD

3. Sports

Girls softball was great this year! We had two kids play.

4. Students

Clubs

Nature club has come to an end. It was a great success. We are looking forward to another round next year when we begin our river study.

Results

Our students are performing at a very high level. They are scoring well above the state average and all students are making significant growth.

Recent Field Trips

- Shin Bo Ku
- Flume and Tram

5. Staff

Rachel Troiano was recognized as the Grange Teacher of the year!

6. Community Shoutout

The Cherichetti Family.

- Cherichetti men DJ'd the Semi Formal Again this year
- Karla Cherichetti is volunteering to help prepare for graduation.

The Kay Family and Bassingthwaite Family

- For their hard work preparing for the kickball tournament!

Roland Bixby

- Donating Prizes for Graduation Writing Contest again! 1st and 2nd
- Donating 5k in his will to help perpetuate the writing club/program at WES

Margaret Bickford

- Taking a collection/or collections during the summer to purchase school bags and supplies based on grade level.

7. Upcoming Events

- Graduation at 6pm on Tuesday Night
- K-7 awards and community BBG Wednesday from 10:30-12

D. Discussion Items

Kyla Welch spoke to us about reviewing a change made to the existing WENTWORTH ELEMENTARY SCHOOL ADC- TOBACCO PRODUCTS BAN USE AND POSSESSION IN AND ON SCHOOL FACILITIES AND GROUNDS.

The change was made in the second paragraph describing "Tobacco Products" The addition of the word juul to the list: cigarettes, cigars, snuff, smokeless tobacco, smokeless cigarettes, products containing tobacco, and tobacco in any other form, including vaping and the use of a *juul*.

Discussion followed on how harmful a juul pod is and how hard it is to detect.

Kevin Kay made a motion to approve the ADC Tobacco products Ban policy with the changes made.

Second Kathleen Mack All in Favor

E. Privilege of the Floor

Francis Muzzey addressed the issues of encumbering exact amounts of funds by June 30.

Purchase orders have to be written by June 30. He suggests that we get information we need and write purchase order for example, fire alarm system, on or before June 30, otherwise it is illegal.

Dan Rossner read RSA 35:5, 35:7, and RSA 35:8. Payments into Fund which outlines some of the issues that Francis Muzzey had brought up.

Mark Halloran said he would speak with DRA and see if they are in agreement with Francis.

F. Consent Items

- 1. Claims/Payroll
- 2. Correspondence

Motion to adjourn at 5:10 Kevin Kay

Second: Kathleen Mack All in Favor

Respectfully submitted: Martha Morrill