

**Hinsdale School Board Meeting
Hinsdale School District
SAU Conference Room**

<https://us02web.zoom.us/j/89305763449?pwd=dmlSZjN4dlpOS0VBNFcwdVhSNFhZQT09>

**April 14, 2021
6:15 PM**

Board Members Present: Sean Leary, Holly Kennedy, James O'Malley and Kaylah Hemlow

Board member attending remotely: Julia Kilelee, from her home no one else was present.

Administration Present: Wayne Woolridge, Superintendent; Ann Freitag, Principal; Joseph Boggio, Principal; Catlin McLaughlin, Director of Curriculum, Instruction and Assessment

Administration attending remotely: Tom O'Connor, Business Administrator; Deborah Child-Trabucco, Director of Technology; Julie Fenrich, Director of Special Services; Patricia Wallace, SPED Coordinator HES; Karen Thompson, K-12 Director of Personalized Learning; Sean Robinson, Assistant Principal HMHS

S. Leary called the meeting to order at 6:15 PM

S. Leary reviewed the guidelines for holding the Zoom meeting.

At 6:15, S. Leary read the Public Hearing Notice to authorize withdrawal from the Building Maintenance Expendable Trust for \$28,775.00. S. Leary explained the Capital Improvements Plan included two projects for 2020-2021; repair bathrooms at the elementary school and floors at the SAU.

The session opened for general questions/ comments.

The session closed the public portion of the hearing at 6:17.

S. Leary opened the session to Board members for questions/comments.

S. Leary closed the Board discussion portion of the hearing at 6:18.

K. Hemlow MOVED to accept expenditure to withdraw \$28,775 from the Building Maintenance Expendable Trust Fund H. Kennedy SECONDED. 5-0-0 MOTION PASSED.

Minutes

K. Hemlow MOVED to approve the public and non-public minutes of March 10, 2021 and Public minutes of March 31, 2021 H. Kennedy SECONDED.

After discussion the following motion was made:

K. Hemlow MOVED to approve the public and non-public minutes of March 10, 2021 and public minutes of March 31, 2021 as amended H. Kennedy SECONDED. 5-0-0 MOTION PASSED.

New Board Business

ELO- Student Travis Sweetser:

Travis presented a detailed presentation regarding his ELO experience at J & J Trailers and Truck Equipment, Winchester, NH.

The presentation included why he decided to participate in the ELO program, what he has learned from his ELO experience and a video of Travis working on welding a trailer.

Travis strongly recommends the ELO program as the program provides hands-on experience and real-world knowledge and skills. The program also allows students to branch out and build a social network in the field of interest and a possible job offer for the future, Travis mentioned.

As part of the exhibition project, Travis will coordinate with Ms. Thompson and Mr. Lee in building 5 x 8 ft. Trailer for HMHS. It would allow the district to pick up/ deliver and transport supplies in a safe and efficient manner.

Board members thanked and wished Travis all the best for a bright future.

Calendar for 21-22:

W. Woolridge presented the proposed 2021-2022 school calendar to the Board. W. Woolridge explained the draft has been reviewed and vetted by to Hinsdale Federation of Teachers, and the calendar is aligned with WSESU/ WSESD.

A discussion was held regarding HFT recommendations/ questions/ concerns regarding snow days and possible early release days for collaboration/planning time.

W. Woolridge suggested that the Board adopt and approve the calendar dates because of the expediency issue, and details can work in progress as needed.

H. Kennedy MOVED to accept the 21-22 school calendar as presented. K. Hemlow SECONDED. 5-0-0 MOTION PASSED.

Schedule of Year End Events:

A. Freitag reviewed the suggested time and date for end-of-year events. End-of-year events at HMHS included State required testing window, Yearbook Assembly, Chinese Festival, Toga Night, Academic Award Reception, Graduation, and final exam window.

COVID safety protocol guidelines will be followed for all that events require gathering, mentioned A. Freitag.

A. Freitag also pointed out Class Day will be on June 11 at 9:30 without early release to meet Ed. 306. Middle school students will join virtually.

HES:

J. Boggio explained parents and students have missed out on so many school events this year due to COVID. He requested allowing to hold some of the events under safety protocol guidelines, including social distancing, sign-in sheets, temperature screening, and time limitation per family.

Possibly holding 5th-grade tile ceremony, Pre-K registration, Kindergarten, and 1st-grade orientation were discussed. This would allow parents/students to see the classroom space, meet the teachers, and feel a little comfort.

J. O'Malley mentioned the Facilities Committee also feels it would be beneficial to get the final closure on the tile project while 5th-grade students are still in HES.

Board agreed and supported the idea of going towards "a normal school year" as possible and doing it as safely as possible.

J. Boggio will present a formal outlined action plan to the Board during the May meeting.

Proposal Concerning Spring Sports:

Athletic Director S. Kilelee reviewed the proposed action plan for spring sports with the Board.

S. Kilelee explained as per NHIAA recommendations masks will be required. All visiting team personnel would be required to wear a mask and bring their own baseball/softball.

All home team shared equipment such as helmets and bats will be sanitized between uses.

Middle school teams will play and travel to the same schools as the high school.

Athletes are delighted and excited to play spring sports as they missed out on this opportunity last year, mentioned S. Kilelee.

Questions were asked and answered regarding parents' ability to go to away games and use of dugouts.

**J. O'Malley MOVED to accept the recommendation made by Athletic Director as amended
SECONDED K. Hemlow. 5-0-0 MOTION PASSED.**

Selection of Search Committee for Business Administrator:

The discussion was held regarding the requirements of committee members.

Per SAU #92 School District policy, the search committee for a Business Administrator shall include:

2 members of the Hinsdale School Board

2 SAU #92 Community Members

1 Hinsdale School District Principal

1 Hinsdale School District Teacher

1 Budget Committee Member

1 SAU 92 Administrator

H. Kennedy and J. Kilelee will be the two members of the Hinsdale School Board, J. Boggio will be District Principal, and W. Woolridge will be the SAU Administrator.

The final recommendation list of committee members will be presented for the Board's approval during the May meeting.

Selection of Search Committee for Director of Special Services:

The discussion was held regarding the requirements of committee members.

Per SAU # 92 School District policy, the search committee for a Director of Student Services shall include:

2 members of the Hinsdale School Board

2 SAU# 92 Community Members

1 Hinsdale School District Principal

1 Hinsdale School District Teacher

1 SAU 92 Administrator

K. Hemlow and J. O'Malley will be the two members of the Hinsdale School Board, A. Freitag will be the District Principal, and W. Woolridge would be Administrator.

The final recommendation list of committee members will be presented for the Board's approval during the May meeting.

Discussion of ESSER II Funds:

W. Woolridge reviewed overarching expenditure allocation by department for ESSER II funding.

Items Included:

Special Education- Compensatory Education, Transportation for Compensatory Ed, Life Skills Para, Chesco Tuition

Professional Development- Teacher and Paraprofessional education PD

Technology: laptops for K-1 grade students and 72 staff members, laptop cases, document cameras, SmartBoard, offsite backup server

Instructional Material and Related PD- ELA instruction and summer PD

Summer Instruction- Make up for learning

Nine Copiers

Salaries: two long term substitutes, increase in sub pay rate, part-time grant management, grant accounting assistance.

Facilities: Sanitation supplies, part-time custodian, upgrade to the automation system, storage units.

W. Woolridge explained grant funding is \$857,941. All expenses are thought through and created with efficiency, so there will be no funding cliff after the grant funding is terminated. W. Woolridge also explained school districts are protected from state spending reductions in multiple ways.

Questions were asked regarding laptop orders and expected arrival time. D. Trabucco explained its supply and demand as well as price point issue. The sooner the order is placed; the sooner we are likely to receive it.

Tom O'Conner explained the grant process, including writing the grant, submitting the grant to the state for approval, and setting up expenditure accounts after state approval to place the order and issue a purchase order.

H. Kennedy thanked the A-Team and anyone else involved in the process.

After discussion following motion was made.

J. Kileee MOVED to approve the Superintendent's proposal for the guidelines of the expenditure of the ESSER II funds SECONDED K. Hemlow VOTE: 5-0-0 MOTION PASSED

Discussion of Task Force regarding Strategic Plan:

W. Woolridge reviewed the Hinsdale administration recommendation of the following members is included on the task force:

Two Board members, Director of Personalized Learning, Director of CIA, HES principal, HES teacher, HMHS teacher, Reading Specialist, HMHS Principal, or Assistant Principal. SPED Administrator and Library Media Specialist.

Board approved the task force makeup. S. Leary and K. Hemlow would be the two members of the Hinsdale School Board.

The final recommendation list of committee members will be reviewed and approved during the May meeting.

C. McLaughlin suggested hiring an NHLI consultant to facilitate the meetings.

COVID 19 Discussion:

W. Woolridge explained under a recent executive order, NH no longer requires quarantine after domestic travel. Nurse Cote and Nurse Zalneraitis feel concerned as students and staff members

intend to travel over the April vacation. Option of offering 10- day remote after spring break would conflict with the recent Governor's order.

Given the limited options, everyone should follow their due diligence, and getting tested 3-5 days after the return was recommended.

K. Thompson requested to speak regarding remote learning options for the next school year.

K. Thompson explained teachers surpassed the expectation of teaching both remotely and classroom simultaneously, but it is too much to ask a teacher to do it again next year.

A discussion was held regarding the possibility of requiring students to return back to in-person learning unless a family has a medical note.

A discussion was held regarding the Governor's executive order 89 referencing three feet social distancing. It was agreed to continue to strive for six feet of physical distance when allowed.

The Board showed appreciation and gratitude to the teachers for working so hard and teaching in-person and remotely during the pandemic. The School Board will continue to closely monitor the ongoing COVID-19 pandemic and the ever-changing recommendations and guidelines. Board agreed due to constant changes by executive orders, it is hard to make a statement on what the 21-22 school year would look like. The Board will continue to maintain open communication with the community and understand that this is a difficult time for everyone involved.

First reading of Policy JLCF, JI, JIC, JICD:

Questions were asked and answered

After review the following motion was made:

**H. Kennedy MOVED to approve First reading of Policy JLCF, JI, JIC, JICD. SECONDED
K. Hemlow VOTE: 5-0-0 MOTION PASSED.**

Other Business:

Due to being ill during the Strategic Plan work session meeting on 03/31, H. Kennedy asked questions regarding the summer PD session and thanked A. Diorio for forwarding meeting-related documents and clarifying staff members with a Master's degree.

J. O'Malley congratulated the girls' varsity basketball team for capturing the Division 4 championship title and T. Bonnette, who won the coach of the year award.

J. O'Malley requested to add John Hartnett's request for the Board to consider participating in the Memorial Day Parade on the Board's May meeting agenda.

S. Leary thanked Kathryn Lynch for all her effort to go out of her way and reach out to multiple organizations for the digital sign funding. Board thanked the Hinsdale Economic Development

Corporation, Lions Club, Continental Cable, Class of 2020, and Town of Hinsdale Parks and Recreation for their generous donations.

W. Woolridge informed the Board that the sign's cost is \$15,710, and thanks to donations from multiple groups, we have collected over \$14,710. We have a few contributions yet to count in, and with everything added in the District has the money to do the sign.

After discussion following motion was made:

J. O'Malley MOVED to approve digital sign expenses. SECONDED K. Hemlow VOTE: 5-0-0 MOTION PASSED

A. Diorio will reach out to K. Lynch and request to add this item to be reviewed/approved by the Planning Board meeting during their May meeting.

Financial Report: T. O'Connor thanked the Board for approving withdrawal from the Building Maintenance Expendable Trust for \$28,775.00. T. O' Connor will prepare the letter and send it trustee of the trust fund requesting the withdrawal.

T. O'Connor explained due to the unprecedented use of copiers during the pandemic, 9 out of 10 copiers resulted in reaching its end of useful life. The total replacement cost of the nine copiers would be over the \$50,000.00 threshold for policy DJE. T. O'Connor also shared policy DAF-3 which is part of the DAF policies on federal funds management and suggested because the plan is to buy nine copiers from the ESSER II funds that we apply that policy.

After discussion following motion was made:

H. Kennedy MOVED to approve to waive policy DJE bidding requirements and use policy DAF-3 related to the procurement of 9 replacement copiers and authorize the Business manager to negotiate purchase terms and enter a purchase contract. SECONDED K. Hemlow VOTE: 5-0-0 MOTION PASSED

Curriculum Report C. McLaughlin reviewed her report with the Board.

C. McLaughlin shared with the Board due to the overwhelming and stressful pandemic year, The Curriculum Committee has agreed to slow down this year in adopting a new program. This will provide time to review materials and look at program options that are best fit for all students.

Technology Report: D. Trabucco reviewed her report with the Board.

D. Trabucco explained to the Board when the District began the five-year technology plan and the 1:1 laptop initiative in the fall of 2017, it was suggested that we may sell laptops to students if they desire to purchase them at the time end of four leases. Four-year-old laptops are coming to the end of their life cycle.

The conversation was held regarding a recommendation on selling current grade 8 and 12 students laptops to students, staff, and community for a \$50 charge.

Questions were asked and answered.

After discussion following motion was made:

K. Hemlow MOVED to accept Technology Director's plan to sell current grade 8-12 students' laptops and leave the project's start date up to Technology Director's judgment. SECONDED H. Kennedy VOTE: 5-0-0 MOTION PASSED

Principal's Report:

A. Freitag reviewed her report with the Board.

J. Boggio reviewed his report with the Board and thanked the Board for the breakfast treats on behalf of all the staff members.

Superintendent's Report:

Superintendent Woolridge reviewed his report with the Board.

Committee Reports:

Personnel Committee- No update

Health and Wellness. O'Malley updated the Board, the Committee is planning for the Health Fair discussed last year. J. O'Malley also informed the Board of a grant District received through Keene Advocate of Healthy Youth.

Town Budget Committee- H. Kennedy shared that a couple of budget committee members met with T. O' Connor regarding pending legislation and funds expected from ESSER II. The meeting was productive in preparing for District meeting.

Staff Development- Meeting will be schedule in May.

Legislation/ NHSBA- H. Kennedy informed the Board regarding webinars sponsored by the NH Association for Supervision and Curriculum Development, "Reentry and Recovery." Shared information on the upcoming webinar on May 6. H. Kennedy was asked to join the NHSBA Executive Board, and during the May meeting, H. Kennedy will take the position of Second Vice President of the NHSBA Board of Directors.

Emergency Management- No update

Windham Career Center- No update

HASP Advisory Board Met 04/14/2021. K. Hemlow shared during the HASP meeting, M. O'Malley discussed state requirements, and she is working on youth surveys and, summer and fall planning. K. Hemlow informed the Board about Mr. Field's maple syrup project and bike shop.

Selectmen-S. Leary informed the Board the Selectmen preparing for the town meeting and shared a request to the School Board to do a presentation at the beginning of the town meeting.

S. Leary could read the introductory letter from the town book, and T. O'Connor could read the provided summary was discussed.

Facilities Maintenance- J. O'Malley thanked the Board for the vote on a digital sign. The next meeting will be on 04/16. Solar Company reached out to the District; a further discussion will happen during next facilities meetings, possibly have solar energy project in the Hinsdale District future.

Community Connections S. Leary reviewed the result of the feedback about a forum. Several people liked the post and idea of having a forum online, but no suggestions on a specific topic.

Behavioral Support Team- Met 04/14. K. Hemlow reviewed both schools have met with E. Mann multiple times. Counselors have visited each advisory group and introduced themselves; this way, students would know where to go if they are having problems, and this also allows counselors to build relationships. K. Heirs is working on negotiating details on the SEL program for K-12 and hoping to figure out assessment and tracking tools.

Joint Loss Committee- Met 4/12, discussed accidents, social distancing, and mask-wearing. The next meeting will June 7.

Citizens Comments:

The question was asked regarding allowing students of the class of 2020 to this year's prom. Due to time limitations for reviewing guidelines, the Board decided to stay with the original decision to only allow Hinsdale students to the prom.

J. O'Malley MOVED to go into non-public session according to RSA 91 A:3 II (a) (b) (c) at 9:04 pm; H. Kennedy SECONDED. Roll Call -S. Leary– yes, H. Kennedy- yes, K. Hemlow - yes, J. O'Malley-yes, and J. Kilelee- yes. VOTE: 5-0-0, MOTION PASSED

J. Kilelee MOVED to go out of non-public session at 10:00 pm. K. Hemlow SECONDED. Roll S. Leary–yes, H. Kennedy- yes, K. Hemlow- yes-, J. O'Malley- yes, and J. Kilelee- yes. VOTE: 5-0-0, MOTION PASSED

K. Hemlow MOVED to adjourn the meeting at 10:00 PM. J. Kilelee SECONDED. VOTE: 5-0-0, MOTION PASSED

I attest that this is a true copy of the minutes:

_____ approved on _____
Palak Patel

_____ approved on _____
Ann Marie Diorio