

**Hinsdale School Board Meeting
SAU Conference Room**

<https://us02web.zoom.us/j/87632395307?pwd=SnRqL0V2VlNKa2NiZFV6Q3luTnp6dz09>

**April 13, 2022
6:15 pm**

Board Members Present: Holly Kennedy, Sean Leary, April Anderson and Jeana Woodbury

Board Members Excused: Julia Kilelee

Board Members attending remotely: N/A

Administration Present: Joseph Boggio, Principal; Ann Diorio, Director of Human Resources; Ann Freitag, Principal; Jodie Holmquist, Business Administrator; Christopher Ponce, HMHS Assistant Principal; Justin Therieau, Network Administrator; Karen Thompson, Director of Curriculum, Instruction and Assessment; Deborah Child Trabucco, Director of Technology; Wayne Woolridge, Superintendent

Administration attending remotely: N/A

W. Woolridge called the meeting to order at 6:17 pm.

W. Woolridge reviewed the guidelines for holding the Zoom meeting.

Election of Officers:

S. Leary MOVED to nominate H. Kennedy as Chair. J. Woodbury SECONDED. 4-0-0 MOTION PASSED.

A. Anderson MOVED to nominate S. Leary as Vice Chair. J. Woodbury SECONDED. 4-0-0 MOTION PASSED.

S. Leary MOVED to accept the public minutes of March 9, 2022, and the public minutes of March 22, 2022. A. Anderson SECONDED. 4-0-0 MOTION PASSED.

S. Leary MOVED to unseal nonpublic minutes of March 9, 2022. J. Woodbury SECONDED. 4-0-0 MOTION PASSED.

New Board Business

Committee Assignments:

The Board agreed upon the following Committee Assignments:

- Personnel Committee: S. Leary and J. Kilelee
- Health and Wellness Committee: J. Woodbury and J. Kilelee

- Budget and Finance Committee: H. Kennedy and A. Anderson
- Staff Development Committee: A. Anderson and J. Kilelee
- Legislative/NHSBA Reporting: H. Kennedy
- HASP Advisory Board: H. Kennedy and A. Anderson
- Representative to Selectman: S. Leary. An alternate will be determined as needed.
- Emergency Management/Facilities Committee: S. Leary and J. Kilelee
- Community Connections Committee: H. Kennedy and A. Anderson
- Tuition Implementation Committee: H. Kennedy
- Behavioral Support Committee: J. Woodbury and J. Kilelee
- Joint Loss Committee: A. Anderson

Update on COVID-19 related items:

W. Woolridge shared the district and county positivity rate. New England is considered to be a hotspot for the new variant. Cases are up 80% from this time last month in NH. Currently, there are no cases at the Hinsdale School District.

Acceptance of Audit Report:

J. Holmquist shared that there were no areas of concern for FY 2021. W. Woolridge congratulated J. Holmquist and H. Kennedy thanked her for her work. There were no questions.

MOU – Shared Human Resources:

S. Leary shared some items that were reviewed by the attorney regarding the 80/20 split with the Town and the need for flexibility with the scheduling for this position. The attorney proposed some edits that resolved these concerns.

S. Leary noted that if the MOU is just for one year, that may not allow enough time for the individual to become acclimated to both the town and school duties. A. Diorio clarified that the MOU agreement is separate from the employment contract, which is to be reviewed annually. A. Diorio noted that the MOU could be changed to be for two to five years.

The MOU was reviewed and minor edits were noted. The job description to be used for the position will be the version approved by both the Town and the District.

S. Leary noted that the position will be re-advertised as an HR Manager because it may be a more appropriate fit for the pay and the responsibilities in that an HR Director may be assumed to be a department head.

S. Leary MOVED to add review of the edited MOU to the May meeting. A. Anderson SECONDED. 4-0-0 MOTION PASSED.

SAU Employee Manual:

H. Kennedy suggested that this be reviewed at the next meeting to allow more time for the Board to review.

S. Leary noted that it was his suggestion to put the list of changes together, and that most of the changes were formatting. S. Leary also noted that there may need to be discussion about modifying the search committees.

A. Anderson MOVED to add review of the SAU Employee Manual to the May agenda. J. Woodbury SECONDED. 3-1-0 MOTION PASSED.

The Board agreed that they will not need new copies for the next meeting.

ESSER III Funds:

W. Woolridge reviewed a list of items that we propose to remove from the requests, and then reviewed the items we propose to keep in the grant as well as items that are new requests.

W. Woolridge also reviewed the expenses that we would like to hold until June 2022 regarding items to discuss for the fall. Noted that he hopes we will be able to obtain some funds for infrastructure.

S. Leary noted that most of the items have been discussed previously, and asked about the HES Field Trips. J. Boggio noted that we are now able to schedule field trips, so these are for this school year.

H. Kennedy asked for public input from the community member attending in person and also those attending via Zoom. There were no other questions or discussion.

S. Leary MOVED to approve the requests as presented. A. Anderson SECONDED. 4-0-0 MOTION PASSED.

H. Kennedy thanked everyone involved in putting this together.

Job Description Update – Network Administrator:

D. Child Trabucco noted that the Network Administrator job description had needed to be updated.

S. Leary MOVED to accept the updated Network Administrator job description. A. Anderson SECONDED. 4-0-0 MOTION PASSED.

Job Description Update – Technical Support Specialist:

S. Leary MOVED to accept the Technical Support Specialist job description. J. Woodbury SECONDED. 4-0-0 MOTION PASSED.

Meeting Format:

The Board discussed whether to continue using Zoom for future meetings. H. Kennedy asked what the cost would be to continue using Zoom once it is no longer free. D. Child Trabucco noted that IT uses Office 365 Teams for meetings.

A. Anderson would like to continue to use Zoom to allow attendees to join virtually. Noted that it may be hard for working parents to attend meetings in-person, but they can attend from home via Zoom. Feels it is important to make it easy for parents to attend and we need to give them avenues to do so.

J. Woodbury noted that there have not been large numbers of attendees joining via Zoom lately. S. Leary noted that it does not seem as though we need to continue using Zoom.

H. Kennedy noted that some may be watching the recordings after the meeting and would like to know what the costs are to continue using it. Feels the community engagement is very important.

The Board decided to continue the discussion at the May meeting, to allow time to assess the community needs by polling via the Community Connections and obtaining information on the costs to continue using Zoom.

Advertisement for Moderator:

A. Diorio noted that currently we have no Moderator and that this position can be appointed as no one was elected at the District meeting.

The Board agreed for A. Diorio to advertise for the position of Moderator.

MOU – Hinsdale Education Foundation:

A. Diorio reviewed the MOU for the Hinsdale Education Foundation (HEF) to use the space at the SAU Office as long as reasonable notice is given. HEF would also have a small area in the hallway to store the golf tournament items.

S. Leary asked if this could be in another one of the school buildings.

H. Kennedy asked if the meetings could be held in the Library. The option of using the Library was discussed. D. Child Trabucco noted that the Wi-Fi in the Library is much better now.

The Board discussed whether the Library may be a better option for security and comfort for the attendees.

H. Kennedy asked if the Library has a copier. A. Diorio noted that she could make copies ahead of time in the SAU Office

The Board decided to change the name of the location to “School Building” so that the Library, or an available classroom at HES or HMHS could be an option.

J. Woodbury MOVED to approve the MOU as amended. S. Leary SECONDED. 4-0-0 MOTION PASSED.

Policy Update - Final Reading - IK, IKF, IMBC, JLCJA:

A. Anderson shared a concern regarding Policy IKF.

S. Leary MOVED to accept the Final Reading of the policies IK, IMBC, and JLCJA. A. Anderson SECONDED. 4-0-0 MOTION PASSED.

Regarding Policy IKF, A. Anderson voiced a concern on the requirement to pass a test in order to graduate. She is open to students needing to pass a class to graduate, and for the test to be part of the class, but disagrees with the requirement to pass a test in order to graduate.

A. Diorio noted that this requirement is in the RSA and that it may affect our students’ financial aid applications if we do not meet this requirement. It was noted that charter schools may be exempt from this requirement.

H. Kennedy asked regarding the mechanism for scheduling and administering the test. W. Woolridge noted that further discussion is needed regarding how to accommodate students with special needs.

H. Kennedy and A. Anderson plan to work on a resolution to bring to the State Legislature.

After the discussion, the following motion was made:

S. Leary MOVED to accept the Final Reading of Policy IKF. J. Woodbury SECONDED. 3-1-0 MOTION PASSED.

Other Business:

S. Leary noted concerns he has with the 2023-2024 Budget. Feels we have made cuts which may result in a larger increase in 2023-2024. Shared that the Hampstead, NH district made the decision to deconstruct and start from scratch, resulting in savings due to increased efficiencies. S. Leary asked the Superintendent to reach out to the Hampstead district in preparation for the 2023-2024 budget planning process.

H. Kennedy noted that Hampstead saw savings even while in the midst of becoming their own SAU and with a lot going on.

William Hodgman, Selectmen's Representative, noted that a zero-based budget can be a good process, though it is a lot of work. H. Kennedy noted our contractual obligations that need to be considered. S. Leary noted that it should be a collaborative process with the collective bargaining units.

S. Leary agreed to provide W. Woolridge with the contact information for the Hampstead School District.

S. Leary asked regarding having a Student Representative on the School Board. Issues regarding commitment in the past were noted. S. Leary noted that he would like to see them be elected. A. Anderson noted that this would be a way for students to have more of a voice, as they have requested.

The Board decided to review this in the Fall due to how busy students are with end-of-year activities and spring sports.

H. Kennedy conveyed thanks from J. O'Malley for his retirement recognition.

W. Woolridge agreed to follow up with the Parent who submitted a request for an ESSER funds item re: vocational education, as funding for students to attend WRCC was included in the requests 2022-2023.

Financial Report: J. Holmquist reviewed her report with the Board. She asked that the Board please approve the audit Report.

S. Leary MOVED to accept the Audit Report. A. Anderson SECONDED. 4-0-0 MOTION PASSED.

J. Holmquist noted that the Abbey Group is replacing the Meals Plus Program with Titan. Fund balances for the Free and Reduced lunch program from two years ago will not carry over. J. Holmquist recommended that these charges (approximately \$2,700.00) be forgiven because of the time and expense that would be involved in trying to collect these funds.

W. Woolridge noted we receive \$5,000.00 for each student who qualifies for Free and Reduced Lunch. Advocated writing off the fund balances from two years ago.

J. Holmquist noted that we never want to deny a child lunch or to feed them something different than other children, based on payments owed. J. Holmquist noted that the new system looks like it will be more user-friendly. Noted there will also be a \$2.60 charge per transaction, but one transaction may include several children from the same family.

S. Leary MOVED to forgive the Free and Reduced Lunch balance of approximately \$2,700.00. A. Anderson SECONDED. 4-0-0 MOTION PASSED.

H. Kennedy thanked J. Holmquist for her work.

Curriculum Report: K. Thompson reviewed her report with the Board. Invited all Board Members to attend the ELO Exhibition Day on May 26, 2022 and to join the Mentor Recognition Lunch at the Pavilion afterward. K. Thompson noted that it is the second session that the Board is invited to. There were no questions.

Technology Report: D. Child Trabucco reviewed her report with the Board. There were no questions.

Principal's Reports: A. Freitag reviewed her report for HMHS with the Board. Shared that the Positive Behavior Support group would like to recognize students for progress with the Kindness Campaign with a Field Day on June 1, 2022. A. Anderson noted that she was excited to see that Connor Sengaloun was going to be a "Page for a Day" which is sponsored by Representative Abbott. The group discussed the sunflower sale coming up to benefit the people of Ukraine. There were no questions.

J. Boggio reviewed his report with the Board. J. Woodbury asked a question regarding the Tile Project. There were no other questions.

Superintendent's Report: W. Woolridge reviewed his report with the Board. There were no questions.

Committee Reports:

Personnel Committee - Nothing to report.

Health and Wellness – Nothing to report.

Finance/ Budget Committee - Nothing to report.

Staff Development – A. Anderson noted they are working on the plan due in June, to present at the May meeting. They are also working on a survey for staff.

Legislation/NHSBA – H. Kennedy noted that the Chesterfield Board Chair went to the conference in South Carolina. Noted that we are working to leave the ASBA to join a regional group that is being formed. Noted that representatives met with State Legislature members regarding items that will help education. A. Anderson noted that the bill to put back the 7.5% that the state will contribute toward retirement is an important bill for our community.

HASP Advisory Board - The group met today. The 4th Graders made maple syrup. The State is requiring HASP to create a website. S. Leary agreed to assist with that. The group would also like to involve an ELO student with that. A. Anderson noted that the parent handbook was approved at the meeting today. A. Anderson noted that HASP plans to incorporate parent education next year, and also currently needs more staff.

Board of Selectman – S. Leary noted that the summer camp and pool are hiring and need help with staffing for the summer. The Selectman have been working on the Joint Human Resources

position. A. Anderson asked if we offer a training program for our lifeguards. A. Diorio noted that training and certifications are available for the program.

Facilities Maintenance/ Emergency - W. Woolridge noted that infrastructure needs are included in the ESSER plan. The next meeting is May 13, 2022 at 2:15 PM. J. Holmquist noted that we are moving ahead with the bleachers.

Community Connections - A. Anderson featured Katie Leonard in the Employee Spotlight. It is not too late to suggest others to feature. A. Anderson would like to post more events that are occurring at the schools.

Tuition Committee - Nothing to report.

Behavioral Support Team - S. Leary shared that the team met last month. A. Freitag noted HMHS is meeting with Eric Mann regarding what has been working well and what we should continue next year. J. Boggio shared regarding a survey HES did earlier in the year and that it will be reviewed to see what has improved this year, such as the Road Map.

Joint Loss Committee - C. Ponce shared regarding the last meeting.

Citizens' Comments:

H. Kennedy asked the community member attending in person and A. Diorio asked those attending via Zoom for any comments. There were no comments at this time.

Non-Public Session:

S. Leary MOVED to go into a nonpublic session according to RSA 91 A:3 II (a) (b) (c) at 8:10 pm. A. Anderson SECONDED. Roll Call: S. Leary – yes, H. Kennedy – yes, A. Anderson – yes, J. Woodbury – yes. VOTE: 4-0-0, MOTION PASSED.

J. Woodbury MOVED to reconvene the public session at 8:49 pm. A. Anderson SECONDED. Roll Call: S. Leary – yes, H. Kennedy – yes, A. Anderson – yes, and J. Woodbury – yes. VOTE: 4-0-0, MOTION PASSED.

J. Woodbury MOVED to adjourn the meeting at 8:49 pm. A. Anderson SECONDED. VOTE: 4-0-0, MOTION PASSED.

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

_____ approved on _____
Maria A. Webb

_____ approved on _____
Ann Marie Diorio