

South Hampton School Board
219 Main Avenue
South Hampton, New Hampshire, 03827
Telephone: (603) 394-7744

Kim Molin, Chair
Rebecca Burdick
Jim Kime

School Administrative Unit No. 21

August 6, 2018 Minutes

Approved by the Board – September 5, 2018

In Attendance

- School Board Members: Kimberly Molin (Chair), Jim Kime (Vice Chair), Rebecca Burdick
- Administration: Dr. William Lupini (Superintendent), Dr. Ronna Cadarette (Assistant Superintendent), Dr. Walter Huston (Principal), Matt Ferreira (Business Manager), Aline Donabedian (Director of Special Services)

1. Call to Order: Kim Molin called the meeting to order at 4:03PM

2. New Business (out of order) - A motion was made by Kim Molin to accept Sharon Gordon as the new school board recording secretary, seconded by Jim Kime. Vote 3-0 in favor.

3. Consideration of Minutes:

- a. Kim Molin made a motion to accept the June 6, 2018 Public/Non-Public minutes as written, Jim Kime seconded. Vote 3-0 in favor.

4. New Business (out of order):

- a. Donation of gifts with a worth of approximately \$1000, presented by Barbara Knapp - Donor name - Friends of Carol Dugan via Amesbury Educational Foundation, Inc. Reviewed Donation Form in packet. Motion to accept this donation was made by Jim Kime, Seconded by Becky Burdick. Vote 3-0 in favor.
 - i. Barnard school staff will decide how the withdrawal of funds will be allocated annually
- b. New England BioLabs Donation of Gifts (4 used laptop Air MacBooks) with a worth of approximately \$1200, presented by Dr. Huston. Motion to accept this donation was made by Becky Burdick and seconded by Jim Kime. Vote 3-0 in favor.

5. Reports:

- a. **Superintendent** - Dr. Lupini's report is included in the packet and was reviewed. Dr. Lupini welcomed Dr. Huston in his new role as Barnard School Principal.
- b. **Assistant Superintendent** - Dr. Cadarette's report is included in the packet and was reviewed. She also presented the 2018 Spring/Summer edition of Curriculum Matters.

- c. **Principal** - Dr. Huston's report is included in the packet and was reviewed. Additionally, he discussed updating the Barnard School mission statement within the year.
- d. **Finance** - Matt Ferreira presented the first 2018/2019 school year report. It is included in the packet and was reviewed.
 - i. New office manager started today.
 - ii. Mr. Ferreira pointed out on page 6 in his report shows an over budget in salary of custodians. He explained that this is a misnomer due to custodian being on leave.
- e. **Facilities** - Matt Ferreira presented several facilities related updates:
 - i. Water testing is being scheduled for Q3 and arsenic filters will be replaced.
 - ii. Contracted with Granite State plumbing for HVAC scheduled to come in this month.
 - iii. Elevator inspection passed.
 - iv. Security - allocated funds in budget for homeland security, received confirmation of funding.
 - v. Submitted application of camera system.
 - vi. Submitted application for fobs versus keys and waiting for response.
 - 1. The following additional information was presented by Mr. Ferreira
 - a. Clarified that camera coverage will be for outside and some for key spots internally.
 - b. Internal cameras will be on the middle school side of the school but the capability of building it out further is there.
 - c. 30 day video retention - next step is to solicit proposals for camera installation.
 - d. All other schools in SAU have security cameras.
 - e. Dr. Houston will include information in principals letter once cameras are installed.
- f. **Principal Goals** - Dr. Huston would like to clean out one room in the basement.
- g. **Board Goals** - A work session was scheduled for 8/21/2018 at 8AM at the Barnard School to identify goals.
- h. **Other** - nothing

6. **Questions and comments from those in attendance: N/A**

7. **Continuing Business - N/A**

8. New Business -

- a. Audit Questionnaire included in packet. Mr. Ferreira asked school board members questionnaire questions and was completed.
 - b. Crowd Funding Policy - Mr. Ferreira explained that a crowd funding policy will be enacted in the future.
 - c. Mr. Ferreira will bring Dr. Houston up to date with the credit cards the school uses.
 - d. School Handbook - Dr. Huston stated that the handbook will remain the same as the 2017/2018 handbook with the exception of updating names and dates.
 - e. Suspension and Expulsion of Pupils RSA 193.13 (b) was reviewed. Motion to accept Suspension and Expulsion of Pupils RSA 193.13 (b) was made by Jim Kime, seconded by Becky Burdick. Vote 3-0 in favor.
 - f. 2019-2020 Budget Development. Estimated date to receive budget book is 11/26/18 and school board to completion date by 12/14/18. A Deliberative Session date is proposed for 2/5/18 at 7PM and a proposed snow date of 2/6/18 at 7PM
 - g. Reviewed calendar in packet for other pertinent events.
- 9. Personnel - Nomination -** Dr. Lupini would like to request authorization to hire individual as Home to School Coordinator and bring them for ratification by the board at the next meeting. Motion to accept was made by Jim Kime, Becky Burdick seconded. Vote 3-0 in favor.
- 10. Policy - first Read -** GBAA Confidential Student Information & GBEEA Employee Sexual Harassment - moved to second read.
- 11. Next Meeting Date**
- a. September 5, 2018 5PM
- 12. Non-Public (if needed) under RSA 91-A:3 II (a-e) Roll Call Vote - N/A**
- 13. Adjourn -** Meeting adjourned at 5:08 PM. Motion made by Kim Molin, seconded by Jim Kime. Vote 3-0 in favor.

Respectfully submitted,

Sharon Gordon,
Recording Secretary