

**Seabrook School Board - Regular Meeting (Wednesday, March 25, 2020)**

Generated by Rhonda Evans on Thursday, March 26, 2020

*Approved by the Board - April 14, 2020***Members present:**

Michael Rabideau, Jessica Brown, Forrest Carter, Jennifer Hubbard, Kelli Hueber

Superintendent Bill Lupini, Assistant Superintendent David Hobbs, Executive Director of Student Services Caroline Arakelian, Business Administrator Matt Ferreira, SES Principal Stephanie Lafreniere and SMS Principal Erin Milbury.

**Meeting called to order at 2:48 PM****1. Call to Order** - Superintendent Bill Lupini called the meeting to order at 2:48 p.m. with the following statement:

I, Bill Lupini, Superintendent of SAU 21 Schools, am the presiding officer of the Seabrook School Board until the reorganization to follow, am invoking an emergency meeting of the Seabrook School Board.

I have determined that immediate action is imperative and the physical presence of a quorum is not reasonably practical due to COVID-19 as per Governor Chris Sununu's Emergency Order #16 "Temporary prohibition on scheduled gatherings of 10 or more attendees."

Additionally, Governor Sununu's Emergency Order #12 specifically "suspends" the physical quorum requirement of 91-A:2, and also "waives" the requirement under 91-A:2, III (b) that a physical meeting location be available to the public and specifies that "state and local government bodies are permitted and encouraged" to conduct meetings through electronic means while preserving, to the extent feasible, the public's right to notice of such meetings and ability to observe and listen contemporaneously. As such, this meeting is being conducted remotely via ZOOM and is accessible by the public in real time by logging in online or by telephone (access information provided on agenda).

Throughout this meeting each member participating remotely must identify those present at the location from whence that member is participating per 91-A:2, III (c).

In addition, a roll call will be held for all votes per 91-A:2, III (e).

I will now call for nominations for the Seabrook School Board Chair.

**2. Reorganization**Action, Procedural: A. **Election of the Board Chair**

Move to nominate Mike Rabideau to serve as the Chair of the Seabrook School Board.

Motion by Jessica Brown, second by Forrest Carter.

Final Resolution: Motion Passed

Yes: Jessica Brown, Forrest Carter, Jennifer Hubbard, Kelli Hueber

Abstain: Michael Rabideau

Superintendent Bill Lupini then turned the meeting over to Chair Mike Rabidea.

Action, Procedural: B. **Election of the Board Vice-Chair**

Move to nominate Jessica Brown to serve as the Vice-Chair of the Seabrook School Board.

Motion by Forrest Carter, second by Kelli Hueber.

Final Resolution: Motion Passed

Yes: Michael Rabideau, Forrest Carter, Jennifer Hubbard, Kelli Hueber

Abstain: Jessica Brown

Action, Discussion, Procedural: C. **School Board Committee Appointments**

The Board discussed the committee appointments.

SAU Operations Committee - Jessica Brown (It was noted that Jessica is not available on Wednesdays)

SAU Operations Committee Alternate - Forrest Carter, Jr.

SAU Policy Committee - Mike Rabideau

SAU Policy Committee Alternate - Kelli Hueber

\*It was noted that the following four assignments listed are not needed for the upcoming 2020-2021 school year (SEA Negotiations, SEA Negotiations Alternate, SESPAs Negotiations, and SESPAs Negotiations Alternate).

Facilities Committee - Forrest Carter, Jr.

Facilities Committee Alternate - Mike Rabideau

BudCom - Jessica Brown

BudCom Alternate - Jennifer Hubbard

NHSBA Delegate - Mike Rabideau

NHSBA Delegate Alternate - Forrest Carter, Jr.

Motion to approve the Committee appointments as listed above.

Motion by Michael Rabideau, second by Forrest Carter.

Final Resolution: Motion Passed

Yes: Michael Rabideau, Jessica Brown, Forrest Carter, Jennifer Hubbard, Kelli Hueber

**3. Public Comment on Agenda Items**

Procedural: A. Public Comment - none

**4. Approval of Minutes**

Action, Minutes: A. February 3, 2020 Meeting Minutes

Motion to approve the minutes of the February 3, 2020 public meeting.

Motion by Jessica Brown, second by Forrest Carter.

Final Resolution: Motion Passed

Yes: Michael Rabideau, Jessica Brown, Forrest Carter

Abstain: Jennifer Hubbard, Kelli Hueber

## 5. Reports

### Information, Reports: A. **Finance Report**

Matt Ferreira welcomed the two new board members. He explained that typically an orientation is scheduled for new members to review the processes and what to expect. However, due to the school closures and the coronavirus we were unable to do so but expressed hope in doing so once the buildings are back in operation. Finance reports are provided monthly for the Board to track under/over budgeted line items.

He noted that some savings are being recognized through the closure such as heating, electricity, busing, sports officials and office supplies. Members were encouraged to contact Matt for any questions and or concerns they may have. He wants the Board to better understand where we are financially as a school district.

### Information: B. **Audit Governance Letter**

Matt Ferreira explained that this is the yearly audit letter with the final results. The audit took place in August with preliminary results provided in September. There are four recommendations being made regarding: 1) updating policies, 2) course reimbursement procedures (taxes), 3) the monitoring and collecting of negative student food service balances, and 4) timely deposits. All of these items are being addressed.

The question was asked if the implementation of electronic signatures for board members was ready. Mr. Ferreira replied yes, the Board members will receive emails from him in order to set up their docu-sign followed by a text with their secure password for signing payroll, etc.

## 6. Continuing Business

### Information: A. **Update on COVID-19 relative to School Closure**

Dr. Lupini reported that they are hopeful to have an update from the Governor by this coming Friday regarding whether the school closure will extend beyond April 3rd. It is expected to go beyond this initial date per information provided today to the superintendent's from the Commissioner of the Department of Education's online web meeting. It was also learned that the Commissioner is in the process of applying for a waiver from the Federal Government regarding testing. Most states have already applied for this. New Hampshire has not.

Dr. Hobbs reported on the curriculum plan that has been put together on school closure, highlighting the use of technology. A big push has been for all students to have tech access. This is constantly evolving. Teachers are using Google Hangouts Meets, Zoom and other forums. They are also tracking teacher involvement, students time and the participation of both. The question was asked whether we are receiving any assistance from the State. It was reported that no State based assistance for technology has been received, although we have a pretty comprehensive plan in place compared to what we've seen from other SAUs in the area. There is a meeting scheduled for the Seacoast Curriculum Coordinators and Assistant Superintendents on April 1st to compare progress to date.

There has been no decision made regarding AP testing and State Assessments. It is anticipated that this testing will be pushed off this spring.

Professional Development has been altered at this time and leeway is being given for certifications.

Dr. Arakelian reported on Special Education remote learning and how that is continuing for families and students. Open forum are being planned for teachers and specialists as well.

Meals are also being provided to families in need. Meals are offered three days a week from Seabrook and Winnacunnet Schools for all five of our districts. Delivery is also being done three days a week. The bus stop schedule can be found on the SAU website. Families do not need to qualify for free and reduced lunch in order to get these meals.

Wifi access is another item we are working to ensure every family has equitable access to instruction. We sent out a survey and identified 30+ families that do not have dependable internet access. The Seabrook and Winnacunnet social workers are reaching out to families making sure they are aware of the different types of access that is available to them and assisting as needed. Wifi hotspots have been ordered and we are awaiting delivery.

Matt Ferreira reported that access has been limited to the building to the extent possible. Some school nutrition workers and facilities staff have access based on need. We have contracted with a professional remediation company for disinfecting and sanitizing of all building. Another remediation will occur 48-72 hours prior to the opening of all school buildings.

Dr. Lupini reported that we will be holding a Parent Forum on Saturday via zoom. We will plan to do this "regularly" as needed moving forward.

A question was asked whether any PPE (personal protective equipment) is being provided to school nutrition workers? It was learned that an abundance of caution is being encouraged and gloves are provided as is necessary with food handling. No masks are provided. Very limited staff and limited interaction is occurring. It was also noted that the lunches being provided are bag lunches and not the meal service that is normally provided when school is in session.

SES Principal Stephanie Lafreniere welcomed new board members. She commended her staff for the amount of work and dedication they have put forth. The collaboration, connecting with families, students, troubleshooting, etc. has been amazing and challenging at the same time. Grades K-2 were provided with 8-weeks worth of work. She feels they are currently in a pretty good position. Positive feedback has been received from teachers. It has pushed them to increase their knowledge with technology. They are now excited to use it when they are back in the classroom. She thanked the SAU for their assistance and guidance.

SMS Principal Erin Milbury reported that staff is working tremendously hard, students are overwhelmed, work is different, but everyone is figuring it out. Staff that may not have been great users at technology have been diving in and making it work. Students are participating for the most part. Teachers and counselors are reaching out to anyone that is struggling with technology and have been assisting in any way possible.

Dr. Lupini stated that we have started putting together lists of what this means long term...graduation, proms, spring sports, summer school, Special Education compensatory services, "costs" and not monetary costs. We know will need to deal with these items in the near future.

## 7. New Business

### Information: A. **Policy - First Read**

It was explained that the first read provides the opportunity for Board members to review the policies and pose questions. Most of the policies being presented are required by law. At next week's Joint Board meeting they will be approved/voted on by the Joint Board as a whole.

## 8. Personnel

Information: A. **Renominations** - to be discussed in non-public

Information: B. **Nominations** - to be discussed in non-public

Information: C. **Contract: Director of Special Services** - to be discussed in non-public

### Action, Information: D. **Resignation**

Motion to accept the resignation of Valerie Zelasko, 7th grade mathematics teacher at Seabrook Middle School, effective at the end of the 2019-2020 school year.

Motion by Michael Rabideau, second by Jessica Brown.

Final Resolution: Motion Passed

Yes: Michael Rabideau, Jessica Brown, Forrest Carter, Jennifer Hubbard, Kelli Hueber

## 9. Next Meeting Dates:

Information: A. **Joint Board Meeting** - Tuesday, March 31, 2020 at 4:00 p.m.

Information: B. **School Board Regular Meeting** - Tuesday, April 14, 2020 at 4:30 p.m.

## 10. Non-Public under RSA 91-A:3 II (a-e)

Action, Procedural: A. **Roll Call to enter Non-Public Session under RSA 91-A:3 II (a and b).**

Motion to enter non-public session under RSA 91-A:3 II (a and b) at 3:39 p.m.

Motion by Michael Rabideau, second by Jessica Brown.

Final Resolution: Motion Passed

Yes: Michael Rabideau, Jessica Brown, Forrest Carter, Jennifer Hubbard, Kelli Hueber

All items below were discussed in non-public session.

Discussion: B. **Teacher and Administrator Renominations**

Discussion: C. **Director of Special Services (Nomination)**

Discussion: D. **Director of Special Services (Contract)**

Discussion: E. **School Counselor (Elementary) Nomination**

## 11. Resume Public Meeting

Action: A. **Resume Public Meeting after the Non-Public Session.**

Motion to end the non-public session and resume the public meeting 3:51 p.m.

Motion by Michael Rabideau, second by Jessica Brown.

Final Resolution: Motion Passed

Yes: Michael Rabideau, Jessica Brown, Forrest Carter, Jennifer Hubbard, Kelli Hueber

### Action: B. **Renominations**

Motion to accept the Superintendent's recommendation of renominations for Seabrook School certified staff (SES and SMS teachers and administrators) for the 2020-2021 school year.

n by Michael Rabideau, second by Jessica Brown.

Final Resolution: Motion Passed

Yes: Michael Rabideau, Jessica Brown, Forrest Carter, Jennifer Hubbard, Kelli Hueber

### Action: C. **Recommendation: Director of Special Services**

Motion to accept the Superintendent's recommendation of Jessica Parsons as the Director of Special Services beginning July 1, 2020.

Motion by Jessica Brown, second by Forrest Carter.

Final Resolution: Motion Passed

Yes: Michael Rabideau, Jessica Brown, Forrest Carter, Jennifer Hubbard, Kelli Hueber

### Action: D. **Contract: Director of Special Services**

Motion to accept the Superintendent's recommendation of a two-year contract for Jessica Parsons as Director of Special Services for Seabrook Schools, effective on July 1, 2020.

Motion by Jessica Brown, second by Forrest Carter.

Final Resolution: Motion Passed

Yes: Michael Rabideau, Jessica Brown, Forrest Carter, Jennifer Hubbard, Kelli Hueber

### Action: E. **Recommendation: Elementary Guidance Counselor**

Motion to accept the Superintendent's recommendation of Janine Richards for the Elementary Guidance Counselor position for the 2020-2021 school year.

Motion by Jessica Brown, second by Forrest Carter.

Final Resolution: Motion Passed

Yes: Michael Rabideau, Jessica Brown, Forrest Carter, Jennifer Hubbard, Kelli Hueber

**12. Adjourn**

Action: A. **Adjournment**

Dr. Lupini apologized to the new board members for not welcoming them earlier. He thanked everyone for their patience and flexibility during this interestingly, difficult time.

Motion to adjourn at 3:58 p.m.

Motion by Jessica Brown, second by Forrest Carter.

Final Resolution: Motion Passed

Yes: Michael Rabideau, Jessica Brown, Forrest Carter, Jennifer Hubbard, Kelli Hueber