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APPROVED
Pelham School Board
Budget Meeting – Public Session
November 14, 2007
Pelham Elementary School

7 **School Board Members:** Bruce Couture, Chairman; Linda Mahoney;
8 Michael Conrad; Cindy Kyzer; Eleanor Burton
9 **Superintendent:** Dr. Frank Bass
10 **Assistant Superintendent:** Roxanne Wilson
11 **Business Administrator:** Kathleen Sargent
12

13 Chairman Couture called the public session to order at 7:06 p.m. All those in attendance
14 stood for the Pledge of Allegiance.
15

16 **Approval of Minutes**
17

18 Motion to Seal October 17, 2007 non-public minutes until June 30, 2008 was made by
19 Michael Conrad with a 2nd by Cindy Kyzer. Approved 5-0.
20

21 Motion to approve as amended the October 17, 2007 non-public minutes was made by
22 Michael Conrad with a 2nd by Cindy Kyzer. Approved 5-0.
23

24 Motion to approve as amended the October 24, 2007 non-public minutes was made by
25 Michael Conrad with a 2nd by Cindy Kyzer. Approved 5-0.
26

27 Motion to approve as amended the October 17, 2007 public minutes was made by
28 Michael Conrad with a 2nd by Cindy Kyzer. Approved 5-0.
29

30 Motion to approve as amended the October 24, 2007 public minutes was made by
31 Michael Conrad with a 2nd by Cindy Kyzer. Approved 5-0.
32

33 **Public Forum**
34

35 Lorraine Dube' addressed the School Board about her concern of fumes that were being
36 emitted at Pelham Elementary School from school buses. This is a follow-up to her
37 previous statement regarding such. She noted she had conducted research in this area and
38 found that there is a state agency addressing this type of issue.
39

40 Dr. Bass responded by stating that he has discussed the issue with Principal LaFrance and
41 that they plan to meet with the bus company next week. He will report back to the school
42 board and Mrs. Dube'.
43

44 Bruce Couture noted a benefit for Mr. Robert Duffy that was held on 11/2/07. He noted
45 it was a wonderful night which raised about \$10,000.
46

1 **Manifests**

2
3 Motion to approve consent Agenda was made by Michael Conrad with a 2nd by Cindy
4 Kyzer. Approved 5-0.

5
6 **Superintendent Remarks**

7
8 Dr. Bass commended the Pelham High School football team and encouraged the
9 community to come out and watch the game on Saturday the 17th at 1:00 at Pelham High
10 School.

11
12 Dr. Bass then noted he was pleased with the budget presentation and commended the
13 School Board for keeping it fair and reasonable. Dr. Bass stated the operational budget
14 was 1.16% less than last year.

15
16 **Security Cameras/PHS**

17
18 Chief of Police, Joe Rourke, addressed the School Board with a general overview of the
19 grant for the Be-Safe Program. Chief Rourke noted an aerial photo and video of the
20 schools would be done. He noted he would like direction from the board in order to
21 proceed.

22
23 Chief Rourke addressed the question of placing cameras at other schools. He noted the
24 allotted amount of cameras was slim. He also noted the cameras would be high
25 resolution cameras that would be IP based. He stressed that the system would belong to
26 the school district and not the Police Department.

27
28 Linda Mahoney questioned the number of vandalisim incidents that have occurred at the
29 high school. Chief Rourke will research it.

30
31 It was noted these would be 24 hour infrared cameras that can keep film.

32
33 Michael Conrad noted that he was in favor of using high-end cameras.

34
35 Bruce Couture questioned if there would be a cost to the district. Chief Rourke
36 responded by stating that occasionally a hard drive fails and that the cameras are very
37 stable.

38
39 Motion to accept grant from Pelham Police Department to install cameras at Pelham High
40 School was made by Michael Conrad with a 2nd by Cindy Kyzer. Approved 5-0.

41
42 Chief Rourke addressed Access Control by noting he was very pleased and that they are
43 very secure. The staff should be commended, as they challenged visitors who came to
44 their buildings. He also noted that the doors at Pelham Elementary School are state of the
45 art and very secure. He suggested placing contact alarms on the doors which will notify
46 the front office if they are breached. Chief Rourke also suggested the easy installation of

1 a video intercom system at all three schools. The cost of installing a video intercom
2 system would be approximately \$1,200 - \$1,800 per school.

3
4 Regarding the high school doors, Chief Rourke noted the doors are failing due to their
5 age and questioned their security. Michael Conrad requested the cost of a recordable
6 video system. Linda Mahoney wished the Board was made aware of it prior to the
7 Budget.

8
9 Chief Rourke responded by noting he would look into the cost of a recordable video
10 system and stressed that when the doors are shut they seem to be secure.

11 12 **Warrant Articles**

13
14 Dr. Bass congratulated Kathleen Sargent for all the work she performed on the budget.

15
16 The board members discussed salaries and benefits. Linda Mahoney requested
17 clarification on the wording of the warrant articles and stressed she would like the board
18 to meet again to vote on the articles.

19
20 *Pelham Elementary School* – Principal LaFrance – requesting 2 classroom teachers, 1
21 PE/Health teacher (moving to a 7 day rotation), 1 Assistant Principal and ½ Custodian.
22 Principal LaFrance explained her need for additional staff noting the projected number of
23 incoming first graders. She further noted her requested for a PE/Health teacher would
24 eliminate the need to borrow a teacher from Pelham Memorial School. With regard to
25 the Assistant Principal, Mrs. LaFrance noted the population at PES would be 940.

26
27 Linda Mahoney noted that when the population reaches that number there is usually 2
28 Assistant Principals in a building.

29
30 Principal LaFrance noted her concern about the first grade enrollment numbers.

31
32 It was noted the ½ custodian would work a 4 hour shift daily and help at the end of lunch
33 shifts

34
35 Eleanor Burton stressed that the enrollment numbers may go down in subsequent years.

36
37 *Pelham Memorial School* – Principal Pinnseault – 1 grade 6 teacher. Principal Pinnseault
38 stated they can look at their reschedule and utilize their staff more efficiently if PES
39 obtains a PE/Health teacher. She explained her request for a grade 6 teacher, stressing
40 enrollment numbers. She further explained if the position is approved, she will utilize
41 this position for three years by moving the teacher up to the other grades along with the
42 enrollment numbers.

43
44 *Pelham High School* – Principal Mohr – ½ business teacher, ½ art teacher, English or
45 Science, Social Studies, Special Education/Case Manager. Principal Mohr provided a
46 master schedule to the board members for their review. She noted her priority would be

1 for a special education teacher/case manager. She further noted that a science teacher is
2 desperately needed and that some students could not attend a social studies class they
3 wanted due to lack of teacher. She also noted that no science lab was available and that
4 she would have to rotate that schedule.

5
6 Eleanor Burton questioned the ESOP Program, noting it was a very beneficial program to
7 so many students. Principal Mohr agreed that this program was beneficial.

8
9 *Easement to Move Transformer* – Kathleen Sargent noted the easement is a legal issue
10 with the electric company. She noted the work should begin during April Vacation or
11 when school ends. She noted there is no tax impact with Article.

12
13 *Technology* – Technician estimated at \$44,950.92 (includes benefits), Student technicians
14 totaling \$5,049.08. Kathleen Sargent noted that if this warrant article fails, that
15 Technology will be in a bad position and that there is currently no fall back position. She
16 stressed this Article would have to be worded correctly.

17
18 Michael Conrad discussed the year's previous technology article from last year and the
19 amount requested. Mrs. Sargent noted that legal counsel would review the wording.

20
21 *Schiavi Leasing for Modular Classrooms* (to continue with lease or purchase at
22 \$234,800). Aspects of leasing or purchasing were discussed.

23
24 *Saint Patrick's School at \$55,797.00*. Cindy Kyzer requested a breakdown of Pelham
25 students who are serviced in the 1st-8th grades at Saint Patricks.

26
27 *3% Increase for Non-Union Employees* - noted.

28
29 *Land* - It was noted the particulars regarding land could be discussed at the next
30 meeting. Regarding land and the high school project Articles, Cindy Kyzer and Linda
31 Mahoney requested they be grouped together. Eleanor Burton stated she would like to
32 see an Article for land only and that she was concerned with the renovation of the high
33 school project being too high.

34
35 The board discussed the difference between a Junior High School and a Middle School.

36
37 Linda Mahoney stated a high school project and renovation should be together. She
38 further questioned if anybody had given thought to how this will impact the taxpayers,
39 she also questioned what the operational costs would be.

40
41 Eleanor Burton noted she respected the architects but would like more information. She
42 also requested that more information be provided to the community.

43
44 Michael Conrad stated that Marinace Architects gave two presentations and that he was
45 in favor of core 1200 build for 1,000 – enrollment numbers support this.

1 Bruce Couture stated that although it is a lot to ask for, waiting each year will cost more
2 and that land is the number one priority.
3
4 Consensus of the board to keep the building project and renovation together was made.
5
6 Dr. Bass questioned if there should be a Warrant Article for video cameras at all three
7 schools. Michael Conrad noted he would be in favor of approving end of year money for
8 this.
9
10 Regarding Kindergarten, Dr. Bass noted he did not think Pelham would be forced to do
11 this in 2008 but that there needs to be a plan in place.
12
13 Linda Mahoney noted she was not in favor of putting kindergarten on a Warrant Article
14 until the State fully funds Kindergarten, otherwise, it would be an unfunded mandate
15 which is unconstitutional.
16
17 Cindy Kyzer questioned if other towns in this similar situation could band together to
18 bring a lawsuit to the state. Dr. Bass noted there is a letter coming that will make it very
19 clear to all towns involved. Michael Conrad questioned if the state would consider
20 vouchers.
21
22 Dr. Bass stated that in terms of facilities, we have solutions but that salaries and supplies
23 will have to be considered.
24
25 Cindy Kyzer questioned if money should be set aside in case a lawsuit is brought against
26 the state.
27
28 Consensus of the board to not have a Warrant Article for Kindergarten. 5-0.
29
30 Linda Mahoney discussed the need to have an Article regarding splitting from the SAU.
31 She noted the demands that are placed upon the Superintendent. She noted it would be a
32 positive step
33
34 Cindy Kyzer responded by stating she would like to discuss this with the Windham
35 School Board first.
36
37 Michael Conrad noted this issue was already brought forward and voted along with the
38 Windham School Board that it was not a good time to do this.
39
40 Eleanor Burton noted there will be a meeting with Windham in May.
41
42 Dr. Bass stated he did not think it appropriate to jumpstart it now as it was discussed at
43 the last joint meeting.
44
45 Linda Mahoney stated there are good buildings in Pelham that could serve as an SAU and
46 that she respects Windham but her concern is with Pelham.

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4 Consensus of the School Board was made to talk to Windham first regarding placing an
5 Article on the ballot with regard to splitting the SAU. 5-0.
6

7 Linda Mahoney questioned the article for paving at Pelham Memorial School. Eleanor
8 Burton stated the Budget Committee feels they should do a whole paving job. Bruce
9 Couture requested that this Article be written up and then the board will discuss it further.

10
11 Linda Mahoney questioned an Article for capital reserve for the acquisition of land. All
12 other School Board members stated they felt it should not be asked for this year.
13

14 Michael Conrad requested the dollar amount available in the Capital Reserve Fund.
15 Kathleen Sargent will report back to the board with this information.
16

17 Bruce Couture questioned if the Budget Committee took a lot out of maintenance
18 requests. Dr. Bass noted they did. Michael Conrad recommended placing \$50,000 for
19 Maintenance Fund – money already budgeted.
20

21 **Deliberative Session Date**

22
23 Motion to hold Deliberative Session on February 6, 2008 upon confirmation with the
24 Town was made by Michael Conrad with a 2nd by Cindy Kyzer. Approved 5-0.
25

26 **Assistant Superintendent Remarks**

27
28 Roxanne Wilson noted she is working hard with the district committees and is very
29 pleased with the approved Professional Development Plan.
30

31 **Superintendent Report**

32
33 Dr. Bass stated he is enjoying working with all three principals and is looking forward to
34 working in classrooms.
35

36 **Information and Correspondence**

37
38 *Professional Development Master Plan* – The approval letter for the SAU #28
39 Professional Development Master Plan was distributed to the board.
40

41 *Pelham Elementary School Calendar* for November was distributed for the board's
42 review.
43

44 **Board Member Reports**

1 Eleanor Burton – noted she has attended Professional Development meetings with
2 Roxanne Wilson and that it has been received well by staff members. She also noted
3 Memorial School Council has set goals for the year and they are developing a plan to
4 make AYP next year. Mrs. Burton requested adding a section to address *Old Business* to
5 future agendas.

6
7 Michael Conrad – noted youth basketball deadline is Friday, November 16, 2007.

8
9 Linda Mahoney – noted the High School football game was a great success. She
10 mentioned the Pelham School District Voters Guide offers explanations to voters
11 regarding Articles which should be done this year. She further stated the Elementary
12 School Council does a lot with the Box-Top for Education program. Regarding future
13 email's to the board, she requested being able to view member's responses. Lastly, Mrs.
14 Mahoney requested a copy of the approved teacher's contract for review.

15
16 Cindy Kyzer – noted the High School Council seeks clarification from the School Board
17 before anything goes out to the public.

18
19 Bruce Couture – noted he wishes the community will come out for the high school
20 football game and that he noticed phenomenal sportsmanship in all teams. Mr. Couture
21 requested curriculum mapping sheets for the board's review. He then noted the School
22 Board would be meeting on Monday night at 6:00 at Pelham Elementary School to
23 discuss and prioritize the Articles.

24
25 **Future Meetings**

26
27 November 28, 2007 Business/Workshop Meeting 6:45 p.m. PES
28 December 12, 2007 Business Meeting 6:45 p.m. PES
29 December 19, 2007 Business/Workshop Meeting 6:45 p.m. PES

30
31 Motion to adjourn under RSA 91-A: 3II at 10:17 p.m. was made by Michael Conrad with
32 a 2nd by Cindy Kyzer.

33
34 Respectfully submitted – Diane Figaro
35