

**Pelham School Board Meeting  
November 4, 2020  
Pelham Elementary School  
6:30 pm**

**In Attendance:**

**School Board Members:** Megan Larson, Chair, Debbie Ryan, Vice-Chair, Troy Bressette, Darlene Greenwood, and David Wilkerson (virtual due to Covid-19)

**Superintendent:** Chip McGee (virtual due to Covid-19)

**Business Administrator:** Deb Mahoney

**Director of Curriculum,**

**Instruction & Assessments:** Sarah Marandos

**Student Representative:** Joe Wholey

**Also in Attendance:** None

**Not Present:** None

**1. Call to Order:**

Chair Megan Larson called the meeting to order at 6:30 pm, followed by The Pledge of Allegiance. Ms. Larson asked if Dr. McGee and Mr. Wilkerson were by themselves, and each responded, 'yes.'

**Public Input:**

No Public Input

**Superintendent Opening Remarks:**

Superintendent Chip McGee indicated that he would address the current status of reopening in greater detail under the main agenda item. Dr. McGee stated that he was not allowed back because of the safety protocols that were put in place. Dr. McGee is currently waiting for the results of a Covid-19 test. He thanked everyone for their flexibility.

**Student Opening Remarks:**

Mr. Wholey said that PHS had to cancel their football game against Campbell High School on Friday. Campbell High School agreed to reschedule the football game to Monday night. The Pythons beat the Cougars 35 – 0, and the Pythons will move onto the semi-finals this Saturday at 3 pm at Harris Field. Mr. Wholey noted that the game would be shown on PTV-20.

Mr. Wholey mentioned that Ms. Mead wanted him to remind the students that they are in class for the classes' duration through Google Meet. If students need to get supplies for either band or art classes, they should contact their teacher, and the teacher will facilitate with the administration to get supplies to the students. Quarter One ends tomorrow, November 5, and the new classes start on Friday. If students still have textbooks from Quarter One, please make sure to return the textbooks by November 12. PHS will have bins located outside the school for students to drop off their textbooks.

Honor Society applications have opened. Mr. Wholey mentioned that the School District has converted to a common application that will allow five of the Honor Societies to be on a common application. The applications are due by November 10. He added that clubs are starting sign-ups, and Student Government had their first meeting.

**2. Presentations:**

No Presentations

53 **3. Main Issues / Policy Updates:**

54  
55 **Reopening Update:**

56 Superintendent Chip McGee acknowledged that families, students, and staff that have gone through a whirlwind  
57 the last five days. He thanked everyone for their flexibility and patience during these trying times. Dr. McGee said  
58 that last week, the District learned of three students that had confirmed positive cases of Covid-19. At that time,  
59 the District looked into who was in close contact with the three students. Some families received difficult phone  
60 calls from the District. The first call that a family may have received informed the students that they were in close  
61 contact and needed to be excluded from school. The second call that a family may have received reported that  
62 they were not in close contact.

63  
64 The District was able to bring back many students who did not need to quarantine, and was also able to continue  
65 the sports that were already in place. The District was not able to bring back enough teachers to teach at PHS. Dr.  
66 McGee informed the families of PHS students that the school would be in full remote until Thursday, November  
67 12.

68  
69 Dr. McGee added that the PMS had three cases of Covid-19 that came forward over the weekend. Dr. McGee  
70 noted that these cases significantly impacted the staff. As a result, PMS will go remote until Monday, November  
71 16. The staff and the students, who were in close contact, will be done with their quarantine on Monday,  
72 November 16. Dr. McGee commented that the PES has been able to continue with in-school learning and remote  
73 learning. As long as the District can operate safely, the intention is to have the students in-school if they choose.

74  
75 Dr. McGee said that when there are positive cases of Covid-19, the process is to review the close contacts, a  
76 procedure that the District follows that involves the school nurses and conveying the information to Health and  
77 Human Services (HHS). The schools also go through an in-depth cleaning process.

78  
79 Vice Chair Debbie Ryan asked for additional explanation on the broader guidelines the District was using compared  
80 to CDC/DHHS standards to determine who would be excluded from school. Superintendent Chip McGee  
81 mentioned that the District, in August, put a policy in place for close contact with a positive case of Covid-19. The  
82 School District decided that if a student or staff member had a positive case of Covid-19, the District would look  
83 back three to five days for close contact. Since August, the CDC changed their close contact policy to 48 hours, and  
84 the Pelham School District was still using three to five days. The District has since updated the close contact policy.

85  
86 Chair Megan Larson asked who the primary contact is for the Department of Health and Human Services (DHHS).  
87 Dr. McGee stated that the school nurses are the direct contact for the DHHS. The nurses are not on call 24/7,  
88 which makes the principals the back-up contacts, and if the principals cannot be the contact, then Superintendent  
89 Chip McGee is the contact. Dr. McGee pointed out that now that the District now has a single point-of-contact at  
90 the DHHS. The District is allowed to exclude a student from school if the District knows that a student has been in  
91 close contact. The DHHS is the organization that needs to manage quarantine. Dr. McGee said that he and Business  
92 Administrator Deb Mahoney would look into having the PES deep cleaned.

93  
94 **New England Association of Schools and Colleges (NEASC) Final Report:**

95 Ms. Larson mentioned that PHS Principal Dawn Mead and Committee Chair David Gilcreast were not present at the  
96 School Board meeting. Ms. Larson asked that the New England Association of Schools and Colleges (NEASC)  
97 presentation be postponed and rescheduled for either the November 18 or December 2 School Board meeting.

98  
99 **March 2021 Warrant:**

100 Dr. McGee mentioned that he had some good news for the School Board. Dr. McGee said that Ms. Mahoney and  
101 Trident Building LLC had done a great deal of work to get a total project budget for 2021. Trident Building LLC has  
102 provided a guaranteed maximum price of \$31,980,000. The breakdown of the entire project budget is:

- 103  
104       1. Hard Costs – GMP                               - \$26,995,000  
105       2. Soft Costs Budget Estimate               - \$ 3,485,000

106 3. Owner's Project Contingency - \$ 1,500,000  
107

108 Dr. McGee commented that they took the reductions that the School Board approved at the October 21 meeting  
109 and reduced the Hard Costs. Dr. McGee noted that they did not remove all of the reductions out of the costs  
110 because of the Trident Building LLC recommendation.  
111

112 Dr. McGee reviewed the drawings of the recommended renovations and additions to PMS with the School Board.  
113 The drawings that were shown to the School Board were the drawings from last year. If the contract with Trident  
114 Building LLC is renewed, the District will receive an updated set of drawings for the renovation and expansion  
115 project.  
116

117 **Warrant Article Two – Major Renovation to the Pelham Memorial School**

118 Shall the Pelham School District vote to raise and appropriate the sum of Thirty-one million, Nine hundred eighty  
119 thousand dollars (\$31,980,000) (gross budget) for the design, construction, furnishing, and equipping of a major  
120 renovation and additions to the Pelham Memorial School and its associated buildings and grounds facilities, with  
121 not more than Thirty-one million, Nine-hundred eighty thousand dollars (\$31,980,000) to be raised through the  
122 issuance of bonds or notes under and in compliance with the provisions of the Municipal Finance Act (RSA Chapter  
123 33); to authorize the School Board to issue, negotiate, sell and deliver such bond and notes and determine the rate  
124 of interest thereon and the maturity and other terms thereof; to authorize the School Board to apply for, obtain,  
125 accept and expend federal, state or another aide which may be available for said project and to comply with all  
126 laws applicable to said project; to authorize the School Board to take any and all action necessary in connection  
127 therewith or to pass any other vote relative thereto, including but not limited to, the acquisition or conveyance of  
128 interests and real property necessary to complete the project; and further to raise and appropriate the additional  
129 sum of Seven hundred ninety-nine thousand, five hundred dollars (\$799,500) for the first year's payment of  
130 interest on the bond? (3/5 ballot vote required)  
131

132 Ms. Mahoney mentioned that reached out to the Bond Counsel and they recommended that the term 'gross  
133 budget' be added to the Warrant Article.  
134

135 Ms. Ryan made a motion to approve Article #2 for the 2021 Pelham School District Warrant. Mr. Bressette  
136 seconded the motion.

- 137 1. Troy Bressette – Yes
  - 138 2. Darlene Greenwood – Yes
  - 139 3. David Wilkerson – Yes
  - 140 4. Debbie Ryan – Yes
  - 141 5. Megan Larson – Yes
- 142

143 **Warrant Article Three – Operating Budget**

144 Shall the Pelham School District raise and appropriate as an operating budget, not including appropriations by  
145 special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted  
146 with the warrant or as amended by vote of the first session of the annual school district meeting, for the purposes  
147 set forth herein, totaling thirty-five million, six hundred twelve thousand, two hundred ninety-eight dollars  
148 (\$35,612,298)? Should this article be defeated, the default budget shall be thirty-five million, two hundred  
149 thousand, six hundred twenty-eight dollars (\$35,200,628), which is the same as last year, with certain adjustments  
150 required by the previous action of the Pelham School District or by law; or the Pelham School Board may hold one  
151 special meeting, in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only.  
152 (Majority vote required).  
153

154 Ms. Mahoney stated that she reviewed the Default Budget that was in draft, and there were no changes  
155 recommended. Ms. Mahoney said that if there were any changes to the Default Budget, she would bring the  
156 Warrant back before the Board signs off on the Warrant Articles.  
157

158 Ms. Ryan made a motion to approve Article #3 for the 2021 Pelham School District Warrant. Mr. Bressette  
159 seconded the motion.

- 160 1. Troy Bressette – Yes
- 161 2. Darlene Greenwood – Yes
- 162 3. David Wilkerson – Yes
- 163 4. Debbie Ryan – Yes
- 164 5. Megan Larson – Yes

165  
166 Ms. Mahoney noted that the Warrant Articles would be presented to the Budget Committee tomorrow and review  
167 the Warrant Articles with the Budget Committee on November 12.  
168

169 **Trident Project Advisors and Development Group Contract Extension:**

170 Superintendent Chip McGee said that he had had a chance to work with Gino Baroni and David Mermelstein  
171 during the last few months. Dr. McGee mentioned that Trident Building, LCC, has done great work for the District  
172 in the past. Dr. McGee said that the contract with Trident Building, LLC, is a valuable contract to make the project  
173 happen. Mr. Bressette requested that the SAU address be updated in the contract.  
174

175 Mr. Bressette made a motion to approve the agreement for the Owner’s Project Manager Consulting Services with  
176 Trident, as amended. Mr. Wilkerson seconded the motion.

- 177 1. Troy Bressette – Yes
- 178 2. Darlene Greenwood – Yes
- 179 3. David Wilkerson – Yes
- 180 4. Debbie Ryan – Yes
- 181 5. Megan Larson – Yes

182  
183 **Policy Revision:**

184 **Policy IMBA – Distance Education (Second Reading)**

185 The District does not currently have this Policy, and the Policy would enable the District to oversee the programs'  
186 quality. The Policy does not have anything to do with Remote Learning, and the Policy is required in the State of  
187 New Hampshire.  
188

189 Mr. Bressette made a motion to approve the Policy IMBA – Distance Education. Ms. Greenwood seconded the  
190 motion.

- 191 1. Troy Bressette – Yes
- 192 2. Darlene Greenwood – Yes
- 193 3. David Wilkerson – Yes
- 194 4. Debbie Ryan – Yes
- 195 5. Megan Larson – Yes

196  
197 **Policy IHBG – Home Education Instruction (Second Reading)**

198 The Policy is a revision that came to the District from committee feedback. The legal counsel made some  
199 suggestions for the Policy.  
200

201 Mr. Bressette made a motion to approve the Policy IHBG – Home Education Instruction and Access to Curricular  
202 and Co-Curricular Programs. Ms. Greenwood seconded the motion.

- 203 1. Troy Bressette – Yes
- 204 2. Darlene Greenwood – Yes
- 205 3. David Wilkerson – Yes
- 206 4. Debbie Ryan – Yes
- 207 5. Megan Larson – Yes

208  
209

210 **4. Old Business:**  
211 **Board Member Reports:**

212  
213 Ms. Greenwood – Ms. Greenwood stated that she attended the Professional Development Committee (PDC)  
214 meeting. Ms. Greenwood also participated in the Performance Compensation Model (PCM) meeting.  
215

216 Ms. Ryan – Ms. Ryan commented that she wanted to thank all the town employees who helped with the election  
217 on Tuesday, November 3. Ms. Ryan also thanked the School District for their assistance with the election. She  
218 mentioned that she and Mr. Bressette were at the election for most of the day.  
219

220 Mr. Wilkerson – Mr. Wilkerson mentioned that as a Veteran, he wanted to thank Dr. McGee and the District for  
221 announcing the observances that will take place on Veteran’s Day.  
222

223 **5. Housekeeping:**  
224 **Adoption of Meeting Minutes:**

225  
226 1. October 21, 2020 - Public Meeting Minutes  
227 Ms. Ryan made a motion to approve the Public School Board Meeting Minutes of October 21, 2020, as amended.  
228 Mr. Wilkerson seconded the motion.

- 229 1. Troy Bressette – Yes  
230 2. Darlene Greenwood – Yes  
231 3. David Wilkerson – Yes  
232 4. Debbie Ryan – Yes  
233 5. Megan Larson – Yes  
234

235 **Vendor and Payroll Manifests:**

- 236 1. 110 \$561,831.10  
237 2. PAY110P \$381,607.91  
238 3. AP110420 \$489,366.51  
239

240 Ms. Ryan made a motion to approve the Vendor and Payroll Manifests, as written. Mr. Bressette seconded the  
241 motion.

- 242 1. Troy Bressette – Yes  
243 2. Darlene Greenwood – Yes  
244 3. David Wilkerson – Yes  
245 4. Debbie Ryan – Yes  
246 5. Megan Larson – Yes  
247

248 **Correspondence & Information:**

249  
250 **Monthly Enrollment:**

251 The Board reviewed the monthly enrollments for the School District. The Board agreed that they like the one-page  
252 format. Mr. Bressette mentioned that he wants to make sure that each portion of the table reconciles from top to  
253 bottom. Mr. Bressette pointed out that one section of the table showed three fourth-graders left the District, and  
254 the bottom table only showed two fourth-graders left the District. Dr. McGee said he would look into the  
255 difference.  
256

257 **Staffing Updates:**

258 **Nominations:**

- 259 1. Sara McNiff PES LTS Grade 2  
260 2. Chelsie Rogers PHS LTS Guidance Department

261 3. Brendan Hoffman PSD Interim Director of Student Services

262

263 Dr. McGee mentioned that he worked with a committee of twelve people to help find a replacement for  
264 Dr. Kimberly Lessard. The committee included members of the administration from PES, PMS, and PHS,  
265 and two School Board members. Dr. McGee noted that Mr. Hoffman cares about the welfare of the  
266 students and bleeds blue. Dr. McGee added that he is looking forward to working with Mr. Hoffman in  
267 his new role.

268

269 Ms. Ryan motioned to approve Sara McNiff at the elementary school and Chelsie Rogers at the high  
270 school for Long Term Substitutes. Mr. Wilkerson seconded the motion.

271 1. Troy Bressette – Yes

272 2. Darlene Greenwood – Yes

273 3. David Wilkerson – Yes

274 4. Debbie Ryan – Yes

275 5. Megan Larson – Yes

276

277 Ms. Ryan made a motion to approve Brendan Hoffman as the Interim Director of Student Services. Mr.  
278 Bressette seconded the motion.

279 1. Troy Bressette – Yes

280 2. Darlene Greenwood – Yes

281 3. David Wilkerson – Yes

282 4. Debbie Ryan – Yes

283 5. Megan Larson – Yes

284

285 **Future Agenda Planning:**

286 1. No Future Agenda Planning

287

288 **Future Meetings:**

289 1. 11/18/2020 – 6:30 pm School Board Meeting @ PES Library

290 2. 12/02/2020 – 6:30 pm School Board Meeting @ PES Library

291

292 **Enter Non-Public:**

293 1. No Non-Public Session

294

295 **Adjourn Meeting:**

296 Mr. Bressette made a motion to adjourn the public session at 7:20 pm. Mr. Wilkerson seconded the  
297 motion.

298 1. Troy Bressette – Yes

299 2. Darlene Greenwood – Yes

300 3. David Wilkerson – Yes

301 4. Debbie Ryan – Yes

302 5. Megan Larson – Yes

303

304

305 Submitted by Matthew Sullivan