

**Pelham School Board Meeting
September 29, 2021
Pelham Elementary School
6:00 pm**

In Attendance:

School Board Members: Megan Larson, Chair; Troy Bressette, Vice-Chair; Thomas Gellar; Darlene Greenwood; and David Wilkerson

Superintendent: Chip McGee

Assistant Superintendent: Sarah Marandos

Business Administrator: Deb Mahoney

Student Representative Lily Chafe

1. Call to Order:

Vice-Chair Troy Bressette called the meeting to order at 6 pm.

a. Non-Public 1:

Mr. Gellar made a motion to enter a Non-Public Meeting under RSA 91-A:3 II (I) – Advice from Legal Counsel at 6:02 pm; Mr. Wilkerson seconded the motion. The motion passed (3-0-0).

Roll-Call

Mr. Bressette - Yes

Mr. Gellar - Yes

Mr. Wilkerson - Yes

b. Reconvene Public Session:

Vice-Chair Troy Bressette called the public portion of the September 29 School Board Meeting back to order at 6:32 pm and requested everyone stand for The Pledge of Allegiance.

Chair Megan Larson and Darlene Greenwood entered the meeting virtually at 6:33 pm. Both members stated they were alone.

c. Public Input @ 6:34 pm:

1. Mike Carter, 19 Brandy Lane – Mr. Carter mentioned that he was present for the groundbreaking for the renovation of PMS, and he thanked the School Board for all their hard work. He noted that he attended PMS as a student, and recently was able to walk through PMS.

Mr. Carter commented that his name was not on the petition requesting a Special School District Meeting. He acknowledged that he supported the petition and wished to speak about why he supported it. He noted that there are ‘funky things going on,’ and he added that the application for Covid-19 protocols is different in the three schools.

Mr. Carter mentioned that one of the schools is masking more often than the others; some teachers are informing the 11 and 12-year-old students of the virtues of the vaccine. He commented that some teachers are supposedly asking the students to raise their hands to indicate who’s going to receive the vaccine. Mr. Carter noted that some students allegedly have to hand in their assignments with their masks on, and others do not. He provided another example of students purportedly being required to wear their masks while walking through the hallway and other students do not.

53 Mr. Carter said that grade eight downstairs has a cluster, even though the District has a 'stringent masking
54 policy.' He then discussed how studies have shown that specific masks should not be used and surgical, n-
55 95, anything with a seal should be used. Mr. Carter stated that the inconsistencies had caused an
56 extremely frustrating and confusing time for the students and the parents.

57
58 Mr. Carter commented that, in the spring, the Public Health Officer allegedly wrote a letter to the School
59 Board, and the letter impacted the decisions made by the Board, and he noted that he wrote the Health
60 Officer a letter the next day. Mr. Carter supposedly did not receive a response until two weeks ago, and
61 the Public Health Officer claimed never to have written what was alleged.

62
63 Mr. Carter stated that the only option left is to let the families have a choice because of the
64 inconsistencies. He mentioned that he supports the petition, even though he did not sign it, and that
65 everyone is an individual.

66
67 Vice-Chair Troy Bressette thanked Mr. Carter for his comments.

68
69 Public Input closed at 6:39 pm.

70
71 **2. Opening Remarks:**

72 **Student Representative:**

73 Lily Chafe commented that on September 25, PHS had their Homecoming Dance, and on September 28, the
74 Freshmen Officers for Student Government were announced for the Class of 2025. She stated that PHS broke
75 the 'Canned Food Drive' record with over 800 lbs. of food collected.

76
77 Ms. Chafe mentioned that tomorrow is the signup day for Parent/Teacher Conferences. PHS will have a field
78 trip to Manchester Community College to explore their opportunities in the Human Services Field. The
79 permission slips are due on October 1, and the field trip is on October 6.

80
81 Ms. Chafe stated that Tuesday, October 5, is the first Student Voice meeting. Anyone is welcome to come, and
82 the meeting is during Advisory. The Parent/Teacher Conferences will occur on October 7, and Friday, October
83 8, is an early-release day. She noted that students could sign up for college visits through Naviance. Three
84 colleges are coming in this week, and two colleges are coming in next week.

85
86 Students who still need Community Service hours can send in a minimum of ten pictures for the PHS
87 Yearbook, and the student will receive Community Services hours. She added that Sophomore, Junior, and
88 Senior students interested in the Honor Societies should have received an email about it. The applications are
89 due on October 13.

90
91 **Superintendent:**

92 Superintendent Chip McGee commented that the Groundbreaking Ceremony was a fantastic event for the
93 community. He mentioned how the event was a powerful experience seeing and hearing the history in the
94 community.

95
96 Dr. McGee mentioned that the District is starting a Learning Loss program for Grades K through Eight students.
97 He noted that there is an elementary program at PES. The startup date for the program is next Tuesday. Dr.
98 McGee complimented the community for the past two weeks and said that one of the marks of a quality
99 community is bringing concern through the proper channels.

100
101 **2. Presentations:**

- 102 a. No Presentations

106 **3. Main Issues / Policy Updates:**
107 a. **Petition for Special School District Meeting:**
108 Superintendent Chip McGee commented that he received the petition for a Special School District Meeting on
109 September 21. A Special School District Meeting means to call and organize a meeting of the School District
110 similar to the Annual Meeting. The petition had a specific question that they wanted to be asked of the voters.
111 The question on the petition was whether to have masks be optional for all students, staff, and visitors.
112

113 Dr. McGee said the petition requires 50 signatures, and there were 66 signatures, and the petition cited RSA
114 197:2. The Special Meetings are designed to cover specific topics designated to the School District or the
115 School Board. He commented that regulations, procedures, health and safety are designated decisions made
116 by the School Board.
117

118 Dr. McGee mentioned that he has two concerns. The first concern is that this is not a topic that the School
119 District is authorized to decide. The School District cannot usurp the authority of the School Board. The second
120 concern is how the School Board would seek input from the public regarding regulations, procedures, health,
121 and safety.
122

123 Dr. McGee commented that there had been Task Forces that the School Board had put in place during the
124 pandemic, and the Board also used Public Input during the meetings. He explained that if there were a Special
125 School Board Meeting, the meeting would likely occur during the school day, voting day worker and attorney's
126 fees, and the School Board should then expect to start seeing more petitions for a Special School District
127 Meeting to usurp more of the School Board authority.
128

129 Dr. McGee recommended that the Board not call the meeting.
130

131 Vice-Chairman Troy Bressette opened the matter up to discussion by the Board.
132

133 Tom Gellar asked what would happen if the Board approved the petition for a Special School District Meeting?
134 Dr. McGee stated that no matter the meeting results, the Board would decide whether to act on the result.
135

136 David Wilkerson asked for confirmation that the petition was to call a Special Meeting, and the question asked
137 to voters would be a Warrant Article? Dr. McGee said Mr. Wilkerson was correct and added that there would
138 be a Deliberative Session before the vote. Superintendent McGee added that he would need an attorney
139 during the Deliberative Session.
140

141 Mr. Bressette asked if it was fair to say that Dr. McGee's recommendation was not novel? Dr. McGee agreed
142 that it was not a novel recommendation.
143

144 Chair Megan Larson mentioned that she disagreed with the petition. She did not want to put the health and
145 safety of the students out to the voters. She added that as an elected official, these are the decisions that the
146 Board needs to make.
147

148 Darlene Greenwood commented that she did not realize that there would be two sessions. The first session
149 being the Deliberative Session and the second session being the voting.
150

151 Mr. Bressette asked the Board if there was a motion regarding the matter, and no motion was made. He
152 reminded the residents who attended the meeting that Public Input was closed and thanked Mr. Carter for his
153 comment.
154

155 b. **The Fiscal Year 2023 Budget Presentation:**

156 Superintendent Chip McGee thanked the School Board for listening to the Department Heads, the Directors,
157 and Principals. Dr. McGee noted that he took what he heard and made some adjustments, and he will present
158 Salary and Benefits at the end of the presentation. The Board will be able to ask questions tonight, and next

159 week the School Board will vote on the budget. The budget will then be given to the Budget Committee for
160 their review.
161

162 Vice-Chair Troy Bressette asked an attendee to take his conversation elsewhere as the Board tried to conduct
163 business.
164

165 **i. Executive Summary:**

166 Dr. McGee thanked everyone who helped get the budgets presented to the Board and reviewed all the
167 guidelines he provided. They made adjustments in supplies and equipment based on projected enrollment
168 changes and sought out possible reductions in the budget without reducing services such as areas of historical
169 over-budgeting.
170

171 He mentioned that they followed the Future Ready Plan to guide the technology budget, the Textbook
172 Replacement for curriculum revision budgeting, and the Capital Improvement Plan for facilities plan
173 budgeting.
174

175 They prioritized math instructional improvements, they budgeted for Full-Day Kindergarten within the
176 requested Operating Budget. They also proposed any staffing level changes and prepared an itemized and
177 prioritized list.
178

179 **ii. Enrollment Projection:**

180 Dr. McGee mentioned that the most important driver for the budget is enrollment. The enrollment figures are
181 unofficial because the information was presented before October 1. He noted that the District would see an
182 annual decline in enrollment, and he provided enrollment numbers. Last year PES had an enrollment of 723
183 students, and this year will have an enrollment of 714. Last year PMS had an enrollment of 438 students, and
184 this year will have an enrollment of 387. Furthermore, last year PHS had an enrollment of 613 students, and
185 this year will have an enrollment of 588.
186

187 **iii. Fixed Costs:**

188 Dr. McGee stated that he sees four significant cost drivers. The four drivers are:

189 i. Bond Payment on the Pelham Memorial School –

190 The town voted and approved the renovation of Pelham Memorial School in March 2021. The first
191 principal and interest payments are due in FY2023.
192

193 ii. Special Education Out of District (OOD) Costs –

194 Tuition increased for both residential and day programs as a result of IEP requirements and increased
195 rates.
196

197 iii. Health Insurance –

198 Health Trust has provided guidance that we budget for an increase in premiums of 12.5%.
199

200 iv. Salaries –

201 Salary increases for FY23 include year 4 of 5 of the contract with the PEA (estimated average increase
202 of 3.5%) and year 3 of 3 with PESPA (estimated average increase of 3.2%).
203

204 Dr. McGee mentioned that the four significant cost drivers total \$2,825,037 or 96% of the overall increase to
205 the \$2,944,480 for FY2023
206
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210
211

- 212 **iv. Programmable and Operational Considerations for FY2023:**
213 i. Full-Day Kindergarten – Dr. McGee mentioned that the District currently has two-and-a-half hours of
214 am and pm sessions. He noted that not having a full-day Kindergarten puts Pelham at a competitive
215 disadvantage in the housing market compared to our neighboring town. Dr. McGee commented that
216 a task force worked on this project over the summer.
217 a. Staffing Requirements – The District would need to add 2.5 FTE Kindergarten Teachers and
218 2.5 Instructional Assistants. Two PES Teachers would be reassigned because of declining
219 enrollment numbers, and the District has an unfilled 0.5 FTE Computer Science position.
220
221 ii. Creation of a Full Middle School Program – Dr. McGee mentioned that the District would provide
222 programming for Family and Consumer Science (FACS) and Science Technology Engineering Arts and
223 Mathematics (STEAM) as part of the renovation project. He is proposing the addition of a full-time
224 position for FACS and STEAM.
225 a. Staffing Requirements – The District would need to add 1 FTE Family and Consumer Science
226 (FACS) Teacher and 1 FTE STEAM Teacher. The District would reassign two PMS Teachers
227 because of the decline in enrollment numbers.
228
229 iii. Technology, Instructional Materials, and Capital Maintenance – Dr. McGee commented that in order
230 to maintain and not fall behind, the District has followed the multi-year plan, regarding Technology,
231 Textbooks and Instruction Materials, and Building and Grounds Maintenance.
232

233 Chair Megan Larson asked when the District will receive the guaranteed maximum rates for insurance?

234 Business Administrator Deb Mahoney said they should receive the information by Tuesday, October 5. Ms.
235 Larson then wanted to know the number of students compared to teachers in PES and PMS. She added that
236 she wanted to know how the class sizes were going to be impacted. Dr. McGee stated that he would get Ms.
237 Larson the requested information.
238

239 Darlene Greenwood asked what Dr. McGee's plan was regarding the two teachers at PES and the two teachers
240 at PMS that need to be reallocated? Dr. McGee stated that PES Teachers have overlapping certifications,
241 allowing him to reassign the Teachers to another classroom. He added that this assumes that every one that is
242 here this year is here next year.
243

244 Dr. McGee mentioned that the PMS positions are trickier because the Teachers cover Grades Six through Eight
245 content, and the positions that they are adding are not Core content. Because STEAM and FACS require a
246 specific certification, these positions would not be available to the Teachers being reallocated. He noted that
247 he is committed by contract and the values of the District to find positions for people who are here.
248

249 Assistant Superintendent Sarah Marandos mentioned that there is no specific certification for STEAM for the
250 State of New Hampshire. There is District discretion whether the course is Computer Science-based or Math-
251 based.
252

253 Tom Gellar asked whether salaries or health insurance is tracking closer to projections or that the premiums
254 have increased significantly? Business Administrator Deb Mahoney stated that when they do the cost, they
255 base it off the current staff at that time. Ms. Mahoney said that she would have to go back and analyze it and
256 added that she would compare past FTE numbers to the current FTE numbers.
257

258 Mr. Bressette mentioned that he sees the 96% figure as a strong indicator that a large portion of the proposed
259 increase will be in the Default Budget, and Dr. McGee said the comment was fair. David Wilkerson commented
260 that the budget figures are the best estimate that can be provided given the accounting sciences.
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262 Dr. McGee stated that the salary number includes PESPA and PEA increases, but it also includes positions that
263 have been reduced and proposed to be added.
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V. General Fund:

Fiscal Year 2023 Budget - Location Summary:

General Fund Areas of Increases

1. Total 00 – District Wide	\$2,258,502
2. Total 01 – School Board	\$1,190
3. Total 11 – Pelham Elementary School	\$271,095
4. Total 12 – Pelham Memorial School	\$68,432
5. Total 23 – Pelham High School	\$266,685
6. SAU #28	<u>\$78,575</u>
Total	<u>\$2,944,480</u>

Dr. McGee commented that the Pelham Elementary School had an increase of \$271,095. He noted that the increase was partly caused by their budgeting for a full-day Kindergarten. The numbers are also reflective of salaries and benefits.

VI. FY 2023 Budget Detail Report by Function:

Superintendent Chip McGee presented the School Board with the Level Two Superintendent Budget Reduction/Adjustment document. Dr. McGee reviewed the budget reductions and adjustments using the budget detail report by function.

PES

Dr. McGee commented on the note under Regular Education Programs. The note read, there is a new request for full-day Kindergarten that requires 2.5 FTE Kindergarten Teachers in addition to the current total of six to be filled through Teacher reassignment in FY2023. There is no expected budgetary increase required.

He then reviewed the note under Instructional Assistant’s Salaries. The note read, a new request for full-day Kindergarten. Add 2.5 FTE to the current 3.5 IA positions, a total of six, and the estimated salary is \$47,589.43.

Vice-Chair Troy Bressette mentioned that the declining enrollment is providing the School District with the opportunity to implement a full-day Kindergarten program at less of an overall cost to the District. Dr. McGee noted that he feels very fortunate about the timing because it provides the community an opportunity to have a full-day Kindergarten.

Ms. Larson said that the Instructional Assistant's Salaries is listed as an increase of \$85,067.77; how did the District get to that amount. Ms. Mahoney stated that part of that was the new 2.5 FTE for \$47,589.43, and the balance is for the increase in salaries. Ms. Mahoney said that she needed to add SAU notes to the two vacant positions. The two listed vacant positions are actually four vacant positions.

Dr. McGee and the School Board reviewed the Level Two Superintendent cuts made to the PES line items.

Supplies

Dr. McGee made a Level Two Superintendent Cut to Recess Misc. Supplies, Misc. Supplies Dining, Grade Five Dry Erase Clipboards, and General Supplies for full-day Kindergarten. He cut Apps for iPad / Mini Cart under Software.

Furniture - Additional

Dr. McGee made a Level Two Superintendent Cut to Grade Two Kidney Tables, Grade Four Mobile Desks and reduced the Lunch Room Tables to one. Ms. Mahoney mentioned that the District would look to replace one lunch table and repair the other. Mr. Bressette suggested moving the proposed lunch tables to line item 737.

318 Furniture - Replacement
319 Dr. McGee made a Level Two Superintendent Cut to Kindergarten chairs; Grade Two bookcase reduced to one,
320 Grade Three cabinet, table, and Grade Five chairs were reduced to 30. He thanked the PES team for graciously
321 accepting the reductions.
322

323 Equipment - Replacement
324 Dr. McGee made a Level Two Superintendent Cut to a refrigerator, 3D Printer Pens, Grade Four Sharpeners,
325 and Robotics Kit. He noted that the programs could continue without the equipment. Mr. Wilkerson
326 said that when the District cuts a product for Kindergarten, it is done because it already has a half-day
327 Kindergarten. The equipment for a half-day Kindergarten can be reduced if the residents approve a full-day
328 Kindergarten.
329

330 PES – Physical Education
331 Dr. McGee made a Level Two Superintendent cut to Rainbow Targets, Digital Wheel, Rainbow Storage, and
332 Health-smart. He believes that the District can do without these tools. Mr. Bressette asked if the programming
333 levels would remain if they accepted the cuts? Dr. McGee confirmed that program reduction would not occur.
334

335 PES – Math Education
336 Supplies
337 Dr. McGee made a Level Two Superintendent cut to per-pupil supplies for Kindergarten and Grades One
338 through Grades Five.
339

340 Textbooks - Replacement
341 Dr. McGee made a Level Two Superintendent cut to Read Aloud Books.
342

343 Information Access Fees
344 Dr. McGee made a Level Two Superintendent cut to an iReady Instructional License for each student. The
345 District will instead purchase a Toolkit for the Teachers of \$3,300. Mr. Bressette asked that a note be made to
346 show what the \$3,300 was attributed to.
347

348 Ms. Larson asked if all the Teachers would use the Toolkit to implement in their class? Dr. Marandos
349 confirmed that all grade level Teachers would have access to the Toolkit.
350

351 PES Music Education
352 Equipment - Replacement
353 Dr. McGee made a Level Two Superintendent cut to an iPod Touch and a stereo. Mr. Bressette mentioned that
354 the two items were malfunctioning and wanted to know if the products were needed to deliver instruction?
355 Dr. McGee said that these are items that the District can do without, and the staff will be able to work around
356 not having the items in the budget.
357

358 PES Science Education
359 Supplies
360 Dr. McGee made a Level Two Superintendent cut to Kindergarten Planting and Supplies.
361

362 Textbooks - Replacements
363 Dr. McGee made a Level Two Superintendent cut to Read Alouds.
364

365 Information Access Fees
366 Dr. McGee made a Level Two Superintendent cut to Mystery Science and added Generation Genius.
367
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371 PES Social Science Education
372 Supplies
373 Dr. McGee made a Level Two Superintendent cut to Social-Emotional Learning textbooks and miscellaneous
374 supplies.
375
376 PES STEAM Education
377 Textbooks - Replacement
378 Dr. McGee made a Level Two Superintendent cut to manipulatives, Makerspace materials, miscellaneous
379 lumber, and filament for a 3D printer. Mr. Bressette questioned why the requested budget for STEAM was less
380 than previous years. Dr. McGee mentioned that the STEAM programs need to stock up initially. He added that
381 STEAM started in Pelham five years ago, and the District now has a track record of what supplies are needed.
382
383 PES Reading Education
384 Supplies
385 Dr. McGee made a Level Two Superintendent cut to material markers, boards, and professional text.
386
387 Textbooks - Replacement
388 Dr. McGee made a Level Two Superintendent cut to Reading Specialist books, Writers Workshop Mentor text,
389 Wonders Trade book, Read Aloud, and extension of the Reading Program. He commented that this was the
390 most challenging section to cut. Mr. Bressette said that the Board could come back next week and make
391 additional amendments to the budget. He added that the amendment could find its way into the budget if the
392 majority of the School Board were to agree.
393
394 Software
395 Dr. McGee made a Level Two Superintendent cut to iPad Apps
396
397 Substitute Budget
398 Mr. Bressette mentioned that the District has around \$240,000 spent on Long-Term and Daily Substitute
399 salaries in the prior Fiscal Year. He reviewed the proposed budgets for Daily and Long-Term Substitutes and
400 suggested that a more appropriate number for Long-Term Substitutes was \$115,000 instead of \$120,000.
401
402 Dr. McGee thanked Mr. Bressette for the suggestion and said that he and Ms. Mahoney would review the
403 suggestion before the next meeting. Ms. Mahoney stated that she would pull a report from Payroll and
404 provide a detailed report of the expenses.
405
406 Ms. Larson asked if the payroll numbers were based on a Covid-19 year? Dr. McGee confirmed that the
407 salaries from FY2021 were from a Covid-19 year.
408
409 **PMS**
410 Dr. McGee and the School Board reviewed the Level Two Superintendent cuts made to the PMS line items.
411
412 PMS Art Education
413 Supplies
414 Dr. McGee made a Level Two Superintendent cut to general art supplies.
415
416 PMS Language Arts Education
417 Furniture - Replacement
418 Dr. McGee made a Level Two Superintendent cut to a large whiteboard. He noted that with the renovation, he
419 wanted to wait on purchasing the whiteboard.
420
421 PMS Science Education
422 Mr. Bressette asked that Ms. Mahoney double-check the math to ensure that the numbers coincide with the
423 descriptions.

424 PMS Science Education
425 Supplies
426 Dr. McGee s made a Level Two Superintendent cut to science supplies.
427
428 Furniture - Additional
429 Dr. McGee made a Level Two Superintendent cut to personalized spaces.
430
431 PMS Social Science Education
432 Textbooks - Replacement
433 Dr. McGee made a Level Two Superintendent cut to the Readers.
434
435 PMS Computer Education
436 Rental/Lease Software
437 Dr. McGee made a Level Two Superintendent cut to the Typing Club and the STEAM Programs.
438
439 Equipment - Additional
440 Dr. McGee made a Level Two Superintendent cut to the Padcaster Equipment.
441
442 **PHS**
443 Dr. McGee and the School Board reviewed the Level Two Superintendent cuts made to the PHS line items.
444
445 PHS Music Education
446 Equipment – Additional
447 Dr. McGee made a Level Two Superintendent cut to of the bassoon. Mr. Bressette asked if the instruments
448 were being replaced on a schedule? Dr. McGee mentioned that he does not have a schedule and that the
449 instruments were being replaced by student need and wear and tear.
450
451 Equipment – Replacement
452 Dr. McGee made a Level Two Superintendent cut to of the timpani drums.
453
454 PHS Special Education
455 Professional Services
456 Dr. McGee noted that PHS had a 43% Reading Specialist at PHS budgeted unfilled. The District does not see a
457 need based on the IEP needs, and the position will be removed. He mentioned that one of the budget
458 guidelines was to remove historical over-budgeting, which reduced the budget by \$34,038.14.
459
460 Information Access Fees
461 Dr. McGee made a Level Two Superintendent cut to reduce the number of licenses to ten for Applied
462 Behavioral Analysis (ABA).
463
464 Supplies
465 Dr. McGee made a Level Two Superintendent cut to general supplies and KABC general supplies. The KABC
466 general supplies are used for the full-day Special Needs Program for Kindergarten and no longer need to be
467 supplied.
468
469 Equipment - Additional
470 Dr. McGee made a Level Two Superintendent cut of one FM System.
471
472 Testing - Protocols
473 Dr. McGee made a Level Two Superintendent cut to \$1,000 for testing supplies.
474
475 Supplies
476 Dr. McGee made a Level Two Superintendent cut of the Special Education supplies.

477 Furniture - Additional
478 Dr. McGee made a Level Two Superintendent cut of additional furniture. Dr. McGee noted that he felt they
479 could do without the additional furniture.
480
481 Furniture - Replacement
482 Dr. McGee made a Level Two Superintendent cut of the shredders, chairs, desks, and cabinets.
483
484 **District-Wide**
485 Dr. McGee and the School Board reviewed the Level Two Superintendent cuts made to the DW line items.
486
487 DW Bilingual Programs
488 IA Salaries
489 Dr. McGee mentioned that the Bilingual Program has been historically over-budgeted, and there is an unfilled
490 IA position. The District has decided to remove the unfilled IA position and reduce the budget by \$19,287.45.
491
492 **Athletic Activities**
493 Dr. McGee mentioned that he did not have reductions under Athletic Activities.
494
495 **Guidance Services**
496 Supplies
497 Dr. McGee made a Level Two Superintendent cut to the Guidance Office Supplies and Therapeutic Materials.
498
499 Textbooks - Additional
500 Dr. McGee made a Level Two Superintendent cut to the Guidance Books.
501
502 Information Access Fees
503 Dr. McGee made a Level Two Superintendent cut to the iPad apps.
504
505 Workers Non-Union
506 Dr. McGee made a Level Two Superintendent cut to PowerSchool University by one.
507
508 Travel and Mileage
509 Dr. McGee made a Level Two Superintendent cut to PowerSchool University by \$850. Mr. Bressette asked if
510 this was something that they were contractually obligated? Dr. McGee commented that the District was not
511 obligated contractually.
512
513 **Nurse Services**
514 Software
515 Dr. McGee made a Level Two Superintendent cut to the Snap Workshop. Ms. Mahoney mentioned that the
516 cost was supposed to be split by three schools, but the other two schools did not budget for it. The District
517 decided to cut the \$500 from the remaining school.
518
519 Furniture - Replacement
520 Dr. McGee made a Level Two Superintendent cut to the Nurse's desk.
521
522 **Psychological Services**
523 Professional Services
524 Ms. Mahoney mentioned that the District has Special Education positions budgeted as positions in the
525 District's budget. She noted that for the District 2.5 FTE Psychologists in the budget, two positions had been
526 filled, and the 0.5 FTE has been filled as a contracted service. The 0.5 FTE position has been budgeted for
527 \$90,000.
528

529 Ms. Mahoney said that, in essence, the District is double budgeting a portion of the contract. The District has
530 looked at the total cost of the service and reduced the contracted service number by the amount of the
531 position in the District's budget. The District is then reducing the budget by \$38,932.50. She commented that
532 there was a request to expand the 0.5 FTE position to a full-time position. The full-time position salary is
533 \$36,000, and the benefits are \$43,396.

534
535 Testing Protocols

536 Dr. McGee commented that he made a Level Two Superintendent cut to the testing protocols.

537
538 Speech Services

539 Salaries

540 Ms. Mahoney described how the Speech Services are budgeted using the same concept used for the
541 Psychological Services.

542
543 Occupational Therapy (OT) Services

544 Salaries

545 Ms. Mahoney described how the Occupational Therapy Services is budgeted using the same concept used for
546 the Psychological Services and Speech Services. She noted that the District wants to make the COTA position
547 to an Occupational Therapist. The District currently has a 50% COTA and is requesting to make the position
548 full-time. The salary is \$42,006, and the benefits are \$41,134.

549
550 Instructional Staff Training

551 Workshops Non-Union

552 Dr. McGee made a Level Two Superintendent cut because it was budgeted elsewhere.

553
554 Technology

555 Dr. McGee mentioned that the District was initially proposing having the future-ready plan be 1:1 for grades K-
556 12, and he wants to reduce it back to 1:1 for grades 1-12. He would like the future-ready plan to be 2:1 as it
557 has been at the Kindergarten level.

558
559 Rental/Lease Equipment

560 Dr. McGee made a Level Two Superintendent cut and reduced the lease to 430 Chromebooks.

561
562 PHS Computer Technology

563 Equipment - Replacement

564 Dr. McGee made a Level Two Superintendent cut to the large screen and delayed the Business Lab for another
565 year. The AV equipment will be replaced on a six-year plan, and he reduced the camera purchase to 44.

566
567 Other Support Services

568 Miscellaneous

569 Dr. McGee made a Level Two Superintendent cut to the request by PMS to rent a large screen to use for PMS
570 memories.

571
572 Mr. Bressette asked to go back to the PES School Administration budget. He mentioned that the Agenda Books
573 on line 550 Printing are well utilized by the Grade Four and Five students and wanted to know why Dr. McGee
574 cut the books. Dr. McGee commented that given the commitment to Google Classroom, the District thought
575 they could push the transition for Grades Four and Five.

576
577 Mr. Wilkerson mentioned that he was not in favor of cutting the Agenda Books from the budget. Ms.
578 Greenwood agreed that the books should not be cut from the budget because they are an excellent tool for
579 Teachers and Parents to communicate with one another.

580
581

582 **Building Services**
583 **Equipment - Replacement**
584 Dr. McGee made a Level Two Superintendent cut to the fire alarm panel. He requested the District delay
585 replacing the panel as they have put a lot of work into repairing it. Dr. McGee noted that if it did fail, the
586 District would have to ask the School Board to access the Capital Reserve Fund. Mr. Gellar wanted to know if
587 the operations would be affected by the failure of the fire alarm panel. Dr. McGee stated that the operations
588 could be affected, just as it was affected this summer.

589
590 **PMS Building Services**
591 **Salaries**

592 Dr. McGee stated that PMS would be a bigger building next year; he noted that instead of adding another
593 position, the District is looking at a reassignment. Dr. McGee explained that he removed the request to hire a
594 new 1.0 FTE, and instead, the District would reassign a custodian from either PES or PHS to PMS as the
595 building grows.

596
597 **Boiler Repair and Maintenance**

598 Dr. McGee made a Level Two Superintendent cut to the new rooftop maintenance plan. He added that the
599 District would add the plan in over a three-year time frame.

600
601 **Supplies**

602 Ms. Mahoney mentioned that when the Facilities Level proposals were made, the District did not
603 accommodate the 50% increase in square footage that PMS will see. The District added \$9,500 to the cleaning
604 supplies for PMS.

605
606 **Equipment - Replacement**

607 Dr. McGee made a Level Two Superintendent cut to the burnisher.

608
609 **DW Ground Services**

610 **Equipment - Additional**

611 Dr. McGee made a Level Two Superintendent cut to the SAU generator connection. The SAU would relocate to
612 one of the school buildings until power was restored. Mr. Bressette asked if any harm could happen to the
613 generator if it were not connected or used? Ms. Mahoney stated that the generator originally belonged to PES
614 but was too small to power the whole building. Ms. Mahoney added that she does not know the lifespan of
615 generators but believes it is okay to delay the connection a little bit longer.

616
617 **PES Non-Instructional Equipment**

618 **Contracted Repair and Maintenance**

619 Dr. McGee made a Level Two Superintendent cut to integrate pest management. Ms. Mahoney stated that the
620 amount was reduced to match the current contract.

621
622 **Contracted Repair and Maintenance**

623 Dr. McGee made a Level Two Superintendent cut to the wireless scoreboard.

624
625 **PMS Non-Instructional Equipment**

626 **Contracted Repair and Maintenance**

627 Dr. McGee made a Level Two Superintendent cut to integrate pest management.

628
629 **PES Emergency Management**

630 **Equipment - Replacement**

631 Dr. McGee made a Level Two Superintendent reduction to one cellular plan. Ms. Mahoney stated that the
632 amount was reduced to match the current contract.

633
634 **PMS Emergency Management**

635 Supplies
636 Dr. McGee made a Level Two Superintendent cut of additional radios.
637
638 **Regular Transportation**
639 Transportation
640 Dr. McGee made a Level Two Superintendent cut to the special Kindergarten transportation because
641 Kindergarten will be a full day.
642
643 **Special Education Transportation**
644 Transportation
645 Dr. McGee made a Level Two Superintendent cut to the alternative transportation.
646
647 **PHS Vocational Transportation**
648 Transportation
649 Dr. McGee made a Level Two Superintendent cut to the additional CTE bus.
650
651 Dr. McGee asked Ms. Mahoney if she had anything that she wanted to add? Ms. Mahoney mentioned that the
652 SAU requested a new position for coverage at the receptionist level. She noted that the combination of
653 Human Resources and Reception has been at the front desk. The full-time receptionist position was moved
654 into a full-time Human Resource position. This left a need at the front desk for Reception.
655
656 Ms. Mahoney commented that the District is asking for formal approval of the expansion and splitting of the
657 position the way they did it.
658
659 Ms. Mahoney stated that the insurance increase for medical is 12.5%, which is expected to be the guaranteed
660 maximum rate, and she budgeted based on the information that she was provided. Ms. Mahoney added that
661 there is a reduction in dental of 1.5%. She noted that the vendor informed her that she should budget for 6%
662 regarding Worker’s Compensation.
663
664 Mr. Bressette thanked everyone involved in the budget process for their hard work.
665
666 Mr. Wilkerson mentioned that he had heard a report that schools are lacking employees in Nutritional
667 Services. Mr. Wilkerson also heard that schools are having problems acquiring food for the students, and he
668 wanted to know if there are any factors they should be concerned with.
669
670 Ms. Mahoney stated that they are down four Food Service staff and one driver. The District is trying to secure
671 a contracted service driver. She acknowledged that there had been adjustments to orders when the supplies
672 were delivered.
673
674 Mr. Wilkerson stated that he would be more comfortable if an expert came and explained how to store a
675 generator until it is connected to the SAU.
676
677 Ms. Mahoney requested that if the Board members have any proposed cuts; they need to send them to her by
678 the end of business on Tuesday, October 5. The packet will then be shared on Wednesday, October 6, 2021.
679 Ms. Mahoney suggested that the Board members use the template that she used to show the page numbers,
680 description, and amount.
681
682 The Board discussed the past, present, and projected enrollments figures.
683
684 **Pandemic Response:**
685 **v. Hillsborough County (excluding Nashua)**

686 Superintendent Chip McGee commented that the District would remain fully open; the free on-site PCR
687 testing occurs on Wednesdays during and after school. The on-site PCR testing program for students and staff
688 completed 239 tests, all of the tests returned negative. Dr. McGee noted that students and staff could sign up
689 for the test on Wednesdays at PES.

690 Dr. McGee stated that students' families and staff, who want the test, need to complete the consent form to
691 authorize Convenient MD to perform the PCR testing. The students' families and guardians can sign the
692 student up for testing during school. Dr. McGee noted that the test during the day is only for PES students. He
693 added that the testing during school would remain bi-weekly.

694 The Level of Community Transmission is Substantial, and the Level of School Impact is Medium; the Decision
695 Grid shows 'Masks and Distancing.' Dr. McGee stated that the District's current rule is that anyone within
696 three feet of another person for more than an incidental amount of time must wear a mask. He noted that
697 masks are recommended though not required, and this applies to the whole District.

698 Dr. McGee mentioned that as of September 10, Grade Eight downstairs had experienced a cluster. This means
699 that Grade Eight downstairs is required to wear masks until Thursday October 7.

700 **vi. Hillsborough County**

701 The Covid-19 PCR test positivity as a 7-day average was 4.4% (Minimal) on September 15 and was 4.2%
702 (Minimal) on September 29. The number of new infections per 100,000 population for the prior 14 days was
703 343 (Substantial) on September 15 and was 439 (Substantial) on September 29.

704
705 **vii. Town of Pelham**

706 The Covid-19 PCR test positivity as a 7-day average was 3.5% (Minimal) on September 15 and was 5.1%
707 (Moderate) on September 29. The number of new infections per 100,000 population for the prior 14 days was
708 579 (Substantial) on September 15 and was 643 (Substantial) on September 29.

709
710 **viii. Level of School Impact**

711 The next metric that Dr. McGee reviewed was the Level of School Impact. Dr. McGee mentioned that the
712 transmission within schools on September 15 was 'Medium' and was 'Medium' on September 29. He noted
713 that the level of student absenteeism was 7.5% (Low) on September 15 and 9.0% (Low) on September 29. The
714 staff capacity on September 15 was considered 'Normal' and was considered 'Normal' on September 29.

715
716 **ix. Transmission Within Schools**

717 Dr. McGee mentioned that because of the single cluster, every time there is a positive case, the District checks
718 for a possible cluster. The District had ten cases of positive Covid-19 tests since Monday and two more
719 tonight.

720
721 Dr. McGee defined what 'Mask and Distancing' meant. Mask and Distancing means that the group involved in
722 the cluster is required to wear masks except during mask breaks.

723
724 Darlene Greenwood mentioned how she is concerned with how the numbers for positive Covid-19 cases keep
725 rising. Ms. Greenwood added that she would like to know where the line would require masks to be worn. Dr.
726 McGee stated that the number of positive Covid-19 cases had stayed pretty level.

727
728
729 Mr. Bressette commented how the Board regularly talked about the importance of consistent application of
730 procedures stemming from the plan during the pandemic. Mr. Bressette noted that he has heard on several
731 occasions where there is an inconsistent application but noted that the Teachers are human beings and not
732 robots and expecting 100% from consistency would not be reasonable. He asked for Dr. McGee's input
733 regarding the need for a heightened level of consistency.

734
735 Dr. McGee said that the best place for concerns with what is happening is to ask the Teachers. The District
736 places a great deal of trust in the professional staff, and he knows that they have taken this very seriously. Dr.
737 McGee added that the District set up for much flexibility because of the needs of the students at different
738 ages, and the flexibility might have been an error.

739
740 Mr. Gellar asked about the comment that teachers are asking students about the student's vaccination status,
741 and he wondered if the information was coming from the same source. Dr. McGee said that if this occurred,
742 he is asking the parents to go through the proper channels, and it will get addressed appropriately.

743
744 Dr. McGee stated that at the beginning of the school year, he provided the Teachers with guidelines for the
745 age group that they are teaching. He added that PLC works on the guidelines and the Principals are
746 responsible for routinely checking in with the PLC.

747
748 **Policy Revision:**
749 The Board reviewed the below policies.

- 750
751 **x. First Reading:**
752 i. JI – Student Rights and Responsibilities
753 ii. JIA – Due Process Procedures
754 iii. JIC – Student Conduct
755 iv. JICD – Student Discipline and Due Process
756 v. BID – Payment for Services Rendered by School District Officers

757
758 Dr. McGee stated that the JI, JIA, JIC, and JICD are changing because of a change with the State law. A School
759 Board member informed Dr. McGee that BID was inaccurate to the current practices, and he proposed that it
760 reflect the current practices.

761
762 Mr. Gellar asked Dr. McGee to expand on the reentry plan? Dr. McGee said that if a student is suspended for a
763 disciplinary matter, the District will assist the student to get back on track academically and socially. He added
764 that the student would likely be suspended again without assistance.

- 765
766 **xi. Second Reading:**
767 i. IHBH – Extended Learning Opportunities
768 ii. IHBI – Alternative Learning Plan
769 iii. IMBA – Distance Education
770 iv. IMBC – Alternative Credit Options

771
772 As presented, Mr. Gellar made a motion to approve the policies; Ms. Wilkerson seconded the motion. The motion
773 passed (5-0-0)

774 **Roll-Call**

775 Ms. Larson	-	Yes
776 Mr. Bressette	-	Yes
777 Mr. Gellar	-	Yes
778 Ms. Greenwood	-	Yes
779 Mr. Wilkerson	-	Yes

780
781
782 **4. Board Member Reports:**
783 i. Tom Gellar – Mr. Gellar mentioned that Groundbreaking Day was a beautiful day. He added that the new
784 chapter in Pelham education will begin in September 2023.

786 ii. Troy Bressette – Mr. Bressette was impressed with the turnout and was appreciative of all the work done
787 behind the scenes. Mr. Bressette noted that he was impressed with the two WWII Veterans and Post
788 10772 who came out and participated in the event.
789

790 iii. Darlene Greenwood – Ms. Greenwood agreed that the Groundbreaking Day was fantastic, and she
791 enjoyed listening to the PHS band.
792

793 **5. Housekeeping:**

794 a. **Adoption of Minutes**

795 i. September 15, 2021 – Draft Public Minutes
796

797 Mr. Gellar made a motion to adopt September 1, 2021, Public School Board Minutes.; Mr. Wilkerson seconded the
798 motion. The motion passed (4-0-1)

799 **Roll-Call**

800 Ms. Larson - Abstained

801 Mr. Bressette - Yes

802 Mr. Gellar - Yes

803 Ms. Greenwood - Yes

804 Mr. Wilkerson - Yes

805

806 b. **Vendor and Payroll Manifests**

807 i. 206M \$1,416.35

808 ii. 207 \$603,100.34

809 iii. PAY207P \$431,820.44

810 iv. AP092921 \$570.121.11
811

812 Mr. Gellar made a motion to accept the Vendor and Payroll Manifests, as presented.; Mr. Wilkerson seconded the
813 motion. The motion passed (5-0-0)

814 **Roll-Call**

815 Ms. Larson - Yes

816 Mr. Bressette - Yes

817 Mr. Gellar - Yes

818 Ms. Greenwood - Yes

819 Mr. Wilkerson - Yes

820

821 c. **Correspondence & Information**

822 i. PMS Construction Phasing Plan – Dr. McGee commented that he wanted to make sure the Board was
823 provided a reference document regarding the phases that the construction company will use.
824

825 d. **Enrollment Report**

826 i. None
827

828 e. **Staffing Updates**

829 i. **Leaves:**

830 a. None
831

832

833 ii. **Resignations:**

834 a. Theresa Rosa PES Title 1 Tutor
835

836 Mr. Gellar made a motion to accept the resignation of the Title 1 Tutor.; Mr. Wilkerson seconded the motion. The
837 motion passed (5-0-0).

838 **Roll-Call**

839 Ms. Larson - Yes
840 Mr. Bressette - Yes
841 Mr. Gellar - Yes
842 Ms. Greenwood - Yes
843 Mr. Wilkerson - Yes
844

845 iii. **Nominations:**

846 a. Samuel Kowal PES UA Teacher
847

848 Superintendent Chip McGee mentioned that he was delighted with the nomination. He noted that Samuel
849 Kowal has been working as a substitute for the last few days.
850

851 Mr. Gellar made a motion to accept the nomination, as presented.; Mr. Wilkerson seconded the motion. The
852 motion passed (5-0-0).

853 **Roll-Call**

854 Ms. Larson - Yes
855 Mr. Bressette - Yes
856 Mr. Gellar - Yes
857 Ms. Greenwood - Yes
858 Mr. Wilkerson - Yes
859

860 **6. Future Agenda Planning:**

861 a. None
862

863 **7. Future Meetings:**

864 a. 10/06/2021 – 6:30 pm School Board Meeting @ PES Library
865 b. 10/20/2021 – 6:30 pm School Board Meeting @ PES Library
866

867 Mr. Wilkerson stated that he would not be at the meeting on October 6.
868

869 **8. Non-Public:**

870 Mr. Gellar made a motion to enter a Non-Public Meeting under RSA 91-A:3 II (c) – Reputation at 8:58 pm; Mr.
871 Wilkerson seconded the motion. The motion passed (5-0-0).

872 **Roll-Call**

873 Ms. Larson - Yes
874 Mr. Bressette - Yes
875 Mr. Gellar - Yes
876 Ms. Greenwood - Yes
877 Mr. Wilkerson - Yes
878

879 **9. Adjournment:**

880 Mr. Gellar made a motion to adjourn the School Board Meeting at 9:30 pm; Mr. Wilkerson seconded the motion.
881 The motion passed (5-0-0).
882

883 Respectfully Submitted,
884 Matthew Sullivan
885 School Board Recording Secretary