

**Pelham School Board Meeting**  
**September 4, 2024**  
**Pelham Elementary School**  
**6:30 p.m.**

**School Board Members:** Troy Bressette, Chair; David Wilkerson, Vice-Chair; Rebecca Cummings; and Darlene Greenwood

**Superintendent:** Chip McGee

**Business Administrator:** Deb Mahoney

**Student Representatives:** Mya Belanger and Alexia

**Absent:** Garrett Abare and Sarah Marandos

**Also in Attendance:** PHS Principal Dawn Mead; PHS Assistant Principal Adam Barriere; PHS Assistant Principal Kelly Holmes; PES Principal Jessica Van Vranken; PES Assistant Principal Kerry Struth; PES Assistant Principal Kelly LaBonte; SPED Coordinator Beth Purcell; PMS Principal Zack Medlock; PMS Assistant Principal Todd Kress; and SPED Coordinator Cheryl Northrup

**I. Public Session:**

**A. Call to Order:**

Chair Troy Bressette called the meeting to order at 6:30 p.m.

Mr. Bressette noted the gathering's significance, describing it as the first budget meeting of the season and an opportunity to discuss the various activities that have taken place since the beginning of the school year.

**II. Opening Remarks:**

**A. Superintendent:**

Dr. McGee provided a comprehensive update on recent developments. He highlighted the District-wide staff training conducted before the school year began, which focused on trust, collegiality, and relationship-building. The training was titled "Working at the Speed of Trust" through Franklin Covey. The training was held on August 22, with over 150 staff members participating in a full-day session.

Dr. McGee also mentioned the opening of the renovated PMS and the excitement surrounding its grand reopening event scheduled for Saturday, September 28, from 12 p.m. until 3 p.m. He stressed the importance of the celebration for the community, showcasing the newly renovated building. Additionally, Dr. McGee noted that PHS had undergone some upgrades, with locker rooms being repurposed into common areas for students, creating new spaces for collaboration and engagement.

He commented that Thursday night is Parent's Information Night. The parents will be able to enter the building and see different parts of the building.

**B. Student Representative:**

Mya shared her enthusiasm for the upcoming events at PMS, including Homecoming on September 28 and the recent success of Picture Day. She commented that PHS has freshmen elections for Student Government. She also noted the positive reception of the school's new policy regarding the prohibition of personal electronic devices, expressing her surprise at how smoothly the transition had gone.

Mr. Bressette welcomed Mya and Alexia to the School Board.

54 **III. Presentations:**

55 **A. None**

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57 **IV. Main Issues:**

58 The meeting then transitioned into the main agenda item, the annual school budget presentation. Business Administrator  
59 Deb Mahoney commented on a change to the budget schedule. She noted that anything scheduled for August 28 was  
60 moved to September 11.

61

62 Dr. McGee introduced the high school team, highlighting the extensive work that had gone into preparing the budget.  
63 He said the budget work started at the end of the last school year. Dr. McGee thanked the three teams for their hard  
64 work regarding the budget. Dr. McGee noted that he pointed out to the Principals and Directors to keep in mind that  
65 the Pelham voters did not approve the FY2025 Proposed School Budget. He aims to create a proposed budget that the  
66 voters will approve in March.

67

68 Dr. McGee asked the Leadership Teams to prioritize professional development in Literacy and Social-Emotional  
69 Support to promote belonging among staff and student connections.

70

71 Dr. McGee acknowledged the challenges of declining student enrollment and the impact of diminishing grant  
72 funding, particularly as COVID-related relief funds (**ESSER**) were ending. Despite these challenges, Dr. McGee  
73 emphasized the importance of maintaining Professional Development and Social-Emotional Support for staff and  
74 students.

75

76 The Principals and Directors were commended for their efforts in prioritizing these areas, and the Board  
77 expressed optimism about gaining voter approval for the proposed budget in the upcoming March vote.

78

79 Dr. McGee said that the District has approved the Teachers and PESPA contracts. The voters approved the contracts in  
80 March, and the increases will be approved for next year. He turned the meeting over to Principal Dawn Mead to make  
81 her introductions.

82

83 **A. FY 2026 Budget Presentation – School Budgets**

84 **a. PHS**

85 The introductions began with Kelly Holmes, an Assistant Principal. Dawn Mead, Principal of PHS, expressed  
86 excitement about having Ms. Holmes join the high school staff and noted the familiarity between them, having worked  
87 together for five years. Adam Barriere, Assistant Principal, was introduced as well.

88

89 Ms. Mead briefly mentioned a recent meeting with the Student Government, which invited her to speak about  
90 developing goals for student connectedness. She appreciated the student's involvement, as they gathered feedback  
91 directly or through a shared Google Doc. The importance of student input in these efforts was emphasized.

92

93 Ms. Mead then discussed highlights from the current year, seeking input on whether to present them immediately or  
94 integrate them throughout her report. She proceeded to review key initiatives outlined in a memo, particularly those  
95 for which the school sought Board support. One notable request was for additional picnic tables to be placed outside  
96 for regular education, which had been an ongoing request for two years. The estimated cost was approximately  
97 **\$8,070**, including shipping.

98

99 Another highlight was within the Language Arts Department, which was working to support a new Senior Elective  
100 course titled "Exploring Modern Literature." This course required additional textbooks to align with the District's  
101 University initiative. Ms. Mead shared her enthusiasm for promoting reading among students, noting her love for  
102 books.

103

104 In the Fine Arts Department, she celebrated the growth in both band and choir programs, mentioning that the size of  
105 the Band had doubled over the last five years. She highlighted the introduction of a Music Theater course and the need  
106 for additional resources, including risers for the choir. The Department also requested the restoration of the

replacement cycle for athletic uniforms and safety netting for the Harris Field, which had been delayed due to budget constraints.

Ms. Mead acknowledged a downward trend in spending in some areas, particularly Miscellaneous expenses, and noted that the school had been tracking these reductions carefully.

Ms. Mead moved forward with providing further details about the school's budget presentation. Dr. McGee explained how to read the budget lines, using an example of the "Repairs and Maintenance" line item, which covered auditorium equipment replacements and microphone batteries.

Ms. Mead also acknowledged the hard work of her administrative team, faculty, and staff in preparing the FY2026 budget, highlighting the community's support for the school's mission. Enrollment was another key topic of discussion, as the school had seen an unexpected increase in new students despite projections showing a slight decrease in overall enrollment.

The conversation then shifted to reviewing individual budget items, such as requesting additional outdoor seating (six tables at **\$1,345** per table), choral risers, and digital cameras (five at **\$450** per camera) for the Arts Department. Ms. Mead clarified that the cameras would replace older, damaged ones and explained the need for monitor pens in Digital Arts courses.

Ms. Mead mentioned that they were able to purchase the first set of choral risers, and there were no safety issues,

Mr. Bressette asked about monitor pens used in the Digital Arts program. Ms. Mead provided additional insight, noting that the pens were essential for the students to interact with design software.

Dr. McGee mentioned that Dr. Marandos maintains an instructional material schedule across the District. This allows the District to keep its investment fairly steady. Mr. Bressette asked Dr. McGee to bring the replacement schedule and future-ready plan to the meeting on September 11.

The presentation continued with a discussion about the textbooks requested in the budget, emphasizing the importance of having instructional materials across schools. It was pointed out that the purchasing process fluctuates depending on the phase. Mr. Bressette requested that a replacement schedule and future planning documents be reviewed at the next meeting. This would help achieve consistency in strategic planning for various categories.

There was also mention of increased costs under Language Arts, particularly for consumable workbooks, which need to be purchased for FY2026. Ms. Mead mentioned that the need to reinstate furniture purchases (**\$10,110**), specifically for room 102, with updates on earlier purchases for room 109.

Textbook replacements under the Language Arts budget were highlighted as supporting District literacy goals, emphasizing encouraging students to engage with physical books. A "campout" at the PHS library exemplified the importance of fostering a reading culture. There was also a noted increase in information access fees, driven by inflation and platform cost changes, particularly for apps and systems that grants had previously funded. As these grants expire, the District is absorbing the additional costs. Mr. Wilkerson requested that future budget documents indicate where grant expiration has impacted line items.

The discussion moved on to World Languages, where the primary change was the development of a library of French and Spanish paperback readers. Aside from standard inflationary increases, the Physical and Health Education budget underwent minimal change. Under Family and Consumer Sciences (FACS), the rising costs of food and increased enrollment were cited as the reasons for budget increases. Ms. Young's influence was acknowledged as inspiring greater student interest in the FACS course.

Under Technology Education (Tech-Ed), inflation and some unordered items were the primary drivers of the budget increase. Special acknowledgment was given to Mr. Tobin, who has provided significant input on the Department's purchasing needs even as he nears retirement. The Board expressed appreciation for his dedication and contributions.

The Mathematics Department budget saw only minor increases due to inflation, with no textbook replacements planned. The administration reiterated that inflationary adjustments had been applied consistently across all departments. Music Education increased due to the growing Department, particularly in choral programs, and the need for additional musical rights and equipment. Ms. Mead noted that some equipment, such as choral risers, had been moved to a more appropriate budget line.

In the Science Department, there were notable increases related to equipment replacement. Microscopes, which had been repaired extensively, now needed to be fully replaced, and outdated Vernier LabQuest kits (16 for two classes) are no longer compatible with current technology. The addition of courses like Environmental Science also necessitated the purchase of new equipment.

The Social Sciences Department budget reflected textbook replacements, while the Special Education budget remained nearly level-funded. The need for testing protocols, which had yet to be purchased in recent years, was also discussed, and the Board highlighted the careful planning involved in maintaining a tight budget.

In the Co-Curricular Department, there was hope that a Robotics Advisor would be found, as the program continues to thrive with community involvement but lacks a dedicated staff member to oversee it. The Student Government was also praised for its effective use of funds, with several planned events already scheduled for the year.

Ms. Cummings suggested that the District contact UMASS-Lowell for a Robotics Advisor. Dr. McGee mentioned that he had never seen an Advisor who was not a faculty member or parent. The discussion concluded with a reflection on the Robotics program, which has been in place for several years but remains searching for a Faculty Advisor willing to take on the extensive time commitment required.

The conversation turned to Athletics, with Athletic Director Justin Hufft unable to attend due to a scheduling conflict. The main changes discussed were the reinstatement of uniforms and the addition of netting, both previously cut due to budget constraints. Aside from these, the budget remained tight with no significant surprises. There was also a discussion on the increased costs of Contracted Services, noting a substantial jump due to inflationary pressures or expanded offerings.

Mr. Bressette mentioned the **\$4,425** increase in Athletic Trainer Services and asked Ms. Mead why the increase was so significant. She stated that the position is a contracted position.

The Board discussed facilities, specifically the need to replace rusted goalposts. Despite Mr. Sands' efforts to maintain them, they were now beyond repair, and structural concerns were noted. The proposed cost for new goalposts is **\$8,068**.

Ms. Greenwood asked about the proposed budget for porta-potties and why it was listed under Professional Services. Ms. Mahoney emphasized the need for transparency in budgeting for such services. The District uses a company to service porta potties for sporting and other events.

In the Guidance Services Department, Ms. Mead mentioned the Professional Services budget line for tutoring services for students with medical issues, such as 504 plans.

Under Nurses' Services, there were no significant changes apart from a minor adjustment in the CPR and first aid recertification budget, reflecting more accurate estimates based on past spending.

Mr. Bressette asked a question regarding the increase in the Guidance Services Department budget, with clarification provided that the additional funds were intended to cover book and academic awards, which were previously misallocated.

Ms. Mead mentioned that Speech Services, PT Services, and OT Services were level-funded.

The discussion then shifted to Other Student Services, specifically the MyFlex system used for Advisory scheduling. Ms. Mead noted that while the software had been grant-funded in the past, the current budget would need to cover its ongoing cost. The importance of this software in managing student schedules and ensuring safety was highlighted.

Under Library Services, the budget was praised for its accuracy, with specific attention given to how inflation impacted database costs. Ms. Henderson was recognized for her meticulous budgeting, which allowed for the removal of unused subscriptions.

The proposed budget for the Computer Tech Department decreased by **\$81,840** because no labs are due for replacement.

In the final section on School Administration, no significant changes were noted besides a slight increase in the miscellaneous budget to support District climate and culture initiatives.

Ms. Mead noted that, based on research and past spending trends, the cost had decreased due to moving certain items under Counseling. She acknowledged Natasha for her efforts in providing realistic numbers on past expenditures, which some members deemed concerning.

Ms. Cummings raised a question regarding what 890 – Miscellaneous was. Ms. Mead said it was used to support cultural groups and miscellaneous expenses. It was clarified that various voices were involved, including parents, students, and faculty. The group also discussed the celebration of faculty and staff throughout the year, including events like the Final Friday Pancake Breakfast and a Hump Day recognition, where staff members receive pins for their contributions. The first Parent Voice meeting was scheduled for September 19.

Attention was brought to contracted 433—Repair and Maintenance costs, which had decreased. The Board discussed Emergency Management expenses and safety equipment installed in the buildings, which the Board authorized for all three schools.

Ms. Mead noted that the increase in transportation costs was not due to additional buses or bus routes but rather the overall cost of busing.

The conversation moved to page 20, focusing on PHS Co-Curricular Transportation. It was highlighted that teachers and faculty members have incorporated real-life experiences, such as a visit to Walden Pond, into the Curriculum. The budget lines were adjusted to communicate the allocation of funds better.

In conclusion, a member shared their bottom-line proposal, noting that, from a fiscal perspective, the team was moving in the right direction despite challenges, including a **10%** reduction of **\$111,970.06**.

The Board thanked the PHS Team for the presentation and their efforts.

b. **PES**

The meeting shifted to the PES proposed budget. Jessica Van Vranken, Principal of PES, addressed the Board by introducing her team, which included Kelly LaBonte, Assistant Principal, Beth Purcell, SPED Coordinator, and Kerry Struth, Assistant Principal. Ms. VanVranken thanked the School Board and the community for their ongoing support, particularly in school funding.

Ms. Van Vranken explained the process her team followed in preparing the budget for the upcoming fiscal year, noting that they began in May by meeting with staff to discuss needs and requests. She highlighted that even in a challenging financial year, they managed to secure items for their Grade 4 curriculum and replace classroom furniture, all of which contributed to creating a more inclusive learning environment.

The PES Team considered both current and projected enrollment figures for FY2026, with 721 students in grades K-5 and a total school population, including preschool students, of 793. These figures influenced the budgeting process, and Ms. Van Vranken acknowledged that some budget items may fluctuate, particularly in Unified Arts, Curriculum, and whole-school materials. She explained that preschool-related expenses were mainly captured under Special Education lines.

Ms. Van Vranken drew attention to two specific requests. First, the school requested Board support for an additional Special Education Teacher due to an increase in the Special Education population, which currently stands at 127 identified students. She mentioned discussing this further during the Salaries and Benefits presentation in two weeks. Secondly, Ms. Van Vranken highlighted the need to accelerate the building's installation of air conditioning (AC). While the second floor and certain offices were already equipped, the first floor still required AC, and the team was tracking classroom temperatures to support this request.

Next, Ms. Van Vranken reviewed key budget items, starting with a request for a site license for IXL software. Currently used for Mathematics, the school wanted to expand its use to support Literacy. She also mentioned a need for sound panels in the student dining area, which was used as a makeshift classroom for the Band due to space constraints. Currently, Grades 4 and 5 are broken up into seven Unified Arts.

The furniture replacement plan was another major focus of the budget. Ms. Van Vranken noted that this was the third year of the plan, with the school prioritizing the replacement of Grades 4 and 5 desks and chairs. Additionally, the staff room and reception area furniture, which is over 20 years old, needed updating. Other requests included funding a STEAM lab curriculum and updating Promethean Boards, which were between five and seven years old and needed replacement. Mr. Lord will discuss the Promethean Boards in two weeks.

Ms. Van Vranken began to walk the Board through specific budget lines, highlighting significant increases, such as the **\$11,575** rise in the rental lease software line for IXL. She clarified that this figure included Mathematics and English Language Arts (ELA) licenses. However, the final amount will be adjusted once the exact price for the ELA license is confirmed.

Ms. Van Vranken continued the discussion regarding the budgeted curriculum items, including **\$7,500** allocated for Curriculum, which will be reviewed next week, alongside **\$5,900** for PMS. It was noted that the Mathematics curriculum is assigned to the District, while the ELA request is for PES. A revised presentation will be provided later, and there was clarification around an anticipated saving of **\$3,300**.

The conversation moved to the supplies line on Page 1, where inflation was noted as a contributing factor to the increase. On Page 2, Grade 3 requested flexible seating options, including sling-back chairs and mats for the floor, and Grade 5 requested wireless whiteboards. Clarification was provided on the seating line items, and it was confirmed that costs were **\$708** for the chairs and **\$439** for the mats.

On Page 3, sound panels and furniture replacement were mentioned, with 150 desks aligned with the District's furniture replacement plan. Additionally, classroom clipboards and the implementation of new whiteboards in the SEL program, where students worked on dry-erase tables, were mentioned.

The Physical Education budget increased by **\$3,984** for golf equipment, including golf packs and a portable golf cart. Mathematics education also saw an increase of **\$2,500**, attributed to floor markers with numbers 1-100 intended to assist students in mathematics activities. Potential savings are being explored through in-district printing capabilities.

The textbook replacement line on Page 5 showed an increase of **\$714** for new music materials needed by the Choir program. The Choir Teacher, who now oversees 100 students, requested copyrighted music for educational purposes. The Social Science budget saw an increase of **\$2,021**, which included the restoration to **\$500** after a previous reduction to **\$300**.

The STEAM budget on Page 6 showed a decrease of **\$2,154** due to a reduction in per-student costs. The Curriculum also included a new request for Typing Club Online, which a grant had previously covered. The program had high participation rates and was supported by instructional coaches.

Further discussion was held regarding the cost of SAM Labs (**\$3,758**), which will be an annual expense. The potential for collaboration between PES and PMS STEAM Teachers was raised.

In terms of equipment replacement, an 18-piece classroom kit was requested to replace worn-out existing kits.

The Reading Department has a proposed increase of **\$1,597**. Ms. Van Vranken discussed software line items, including an online subscription for Foundations, which had previously been part of a different budget line, and a new request for the Haggerty Online subscription, supporting phonics programs in Grades K-1. A question was raised about the criteria for moving items from Information Access to Software, with clarification provided that the state is still reviewing how to categorize these expenses.

The discussion continued onto Special Education on Page 9, where there was a proposal for **\$244** to cover shredding bins for old IEPs. Previously funded through the District, this cost was now included in the Special Education budget. The shredding service visits six times a year, with an additional pickup in June to manage the increased volume of IEPs collected at the end of the school year.

Ms. Van Vranken ensured that all Special Education documents were disposed of securely, with confidence in the container capacity and service schedule.

Ms. Van Vranken stated that the Travel and Mileage line was set to the pre-default level, adjusted for inflation, resulting in a minor change of **\$63**. Mr. Bressette asked why the previous year's amount was so low. It was clarified that this budget relates to the SPED Coordinator, and the adjustment reflects a **4.4%** inflationary increase from **\$1,888** to **\$1,971**. A brief discussion followed regarding spending in fiscal year 2024, during which **\$7,150** was noted, likely due to a transition in personnel.

The supply line increased by **\$1,365**, including costs for general and Special Education supplies and new materials needed for visually impaired students. Some classroom adjustments, such as the installation of a yellow line to assist visually impaired students, were also highlighted.

The furniture replacement line showed a request for **\$1,000** to complete a classroom setup. The team is assessing current needs, but the students enjoy the new seating options, including chairs, blocks, and round soft seats.

A decrease in the Self-Funded programs line was noted, attributed to reduced expenses for field trips in fiscal year 2024. The school covered the costs, but this excludes contributions from the PTA, which often assists with field trips.

Under Guidance Services, a new request for a career fair for students across different grade levels was made. This initiative aims to introduce students to various career paths and has sparked enthusiasm among the Guidance Counselors.

Two file cabinets in the Nurse's Office are due for replacement, as the current ones are becoming unfit for use.

The Psych Services Department has increased school site testing protocols, with five new protocols being implemented. Contracted services previously handled these but are now managed in-house, necessitating the procurement of additional tools to support student learning better.

No significant items were noted on pages 14 and 15, and the discussion moved to School Assemblies, where a budget of approximately **\$2,000** was allocated. Last year, the school hosted the “Amazing Art Hero” assembly, and plans for this year’s events are still being discussed.

Mr. Wilkerson noted that a statue of Christa McAuliffe was unveiled on the grounds of New Hampshire’s Statehouse.

The Computer Technology Department showed a decrease of **\$2,044** due to the reallocation of certain items, while an increase of **\$1,043** was noted for the Panther Tech student leaders' program. The program, which engages students in creating Friday announcements and managing technology, has been well-received.

The Equipment Replacement line saw a significant cost of **\$18,269** for replacing virtual reality headsets for virtual field trips. The current sets are outdated, with some no longer functioning, and the plan is to purchase new kits. A yearly fee for maintaining these headsets was also mentioned, though the exact upgrade process for future iterations is yet to be clarified.

Ms. Van Vranken mentioned the (28 at \$3,400) promethium boards for half the building. The total proposed cost is **\$95,200**.

Under Contracted Repair and Maintenance, an increase of **\$5,864** was noted, largely related to reviewing copier and printer services across multiple buildings.

A new line item for Data Communication was introduced to support the school’s dismissal program, "Pickup Patrol." This program allows parents to update dismissal plans electronically, reducing the need for phone calls or notes.

Mr. Wilkerson asked if the system requires a separate Wi-Fi service, and it was noted that further discussion with the Technology Team was needed.

The Travel and Mileage budget for the Special Education Coordinator was reiterated. In the furniture replacement section, the Assistant Principal requested to replace the current office furniture, which is over 23 years old and showing signs of wear.

The conversation then shifted to the Supply line on page 19, specifically concerning replacing emergency backpacks in the building. Every classroom has a backpack containing emergency supplies needed during an evacuation or emergency. Ms. Van Vranken noted that sometimes teachers can be seen walking around with these backpacks.

Mr. Bressette asked how often the backpacks are replenished or replaced. The nurse oversees the replenishment process, but some backpacks become worn or ripped, often due to their placement by the door, where students can catch or tug them on. The backpacks are used frequently, particularly when students go out for recess or leave the classroom for any reason, which causes wear and tear over time.

The PES Team was thanked for their effort and presentation.

c. **PMS**

Mr. Medlock thanked the Board for taking the time to be present. He acknowledged his team members, including Cheryl Northrop, SPED Coordinator, and Todd Kress, Assistant Principal. He also thanked the Teachers, Athletic Director, and other contributors to the budget process. Special recognition was given to Dr. Marandos and Ms. Mahoney for their ongoing support.

Mr. Medlock noted that this was his first time overseeing the entire school budget, having previously worked within the Athletic Department. He reviewed the budget to ensure alignment with the needs of the newly renovated school building and its resources. He emphasized the importance of fostering a robust middle school culture and improving teaching and learning environments.



The school's construction project has provided new furniture, with additional storage on-site containing more furniture. Mr. Medlock explained that the budget would not require further furniture purchases for the next two years, as reflected in the replacement cycle planned until 2027. He compared this schedule to other schools like Burlington, where similar systematic replacements have been implemented. He also mentioned a slight decrease in student enrollment for the upcoming year, leading to reductions in individual student fees across the budget.

Mr. Medlock directed the Board's attention to a memo, highlighting notable increases and decreases in the budget. He explained that smaller budgetary changes that did not reflect significant increases would not be discussed unless requested. He then opened the floor for questions, mentioning the furniture replacement lines that have been zeroed out since the school is fully furnished. A notable decrease was mentioned in the budget for author visits, a **\$3,000** reduction, as the program is no longer part of the middle school curriculum.

Further reductions included **\$13,748** for Social Studies textbooks acquired last year. However, a notable increase was found in the Mathematics curriculum, with **\$82,000** earmarked for a District-wide instructional materials replacement plan set on a six-year cycle.

Mr. Medlock also discussed increases in the Music program's budget, aimed at returning to pre-COVID levels. An expansion in both chorus and Band led to more funds for instrument maintenance and new supplies. Additionally, Athletics saw a **\$6,200** increase, partly due to a new mascot costume and the repairs of the second year of gym damage. Another increase involved athletic league dues, fees, and officials' fees for games.

As Mr. Medlock continued through the budget, he pointed out a shift in funding for supplies in Art Education, with the decision to move away from the Illustrator program in favor of more hands-on materials. In English Language Arts (ELA), there was an increase in supply funds for newer teachers, while established staff, such as Mr. Perez, saw a decrease in supply needs. There was also a movement of budget items in the Health program, with adjustments for teacher materials access fees.

Mr. Medlock also touched on the inflationary costs impacting Family and Consumer Science (FACS) education, particularly food prices. Despite limited class sizes due to space constraints, participation remains high. He noted that this inflationary pressure is reflected in the increase of **\$2,812** in the program's budget.

He assured the Board that the budget balanced necessary upgrades and the natural cycle of equipment replacements, using examples from Science Education, where supplies such as beakers and other lab materials need periodic replenishment.

Overall, Mr. Medlock underscored the school's careful management of resources, ensuring the appropriate replacement of equipment and furniture while considering the inflationary costs affecting various programs. The budget reflects a thoughtful approach to maintaining the quality of education while managing the costs of running a newly renovated building.

Mr. Medlock ensured that any concerns were addressed as the presentation continued, especially regarding aligning budget adjustments with the actual needs of staff and students. The focus shifted to page 7, where no significant updates were noted, and no questions arose.

On page 8, it was highlighted that the Special Education budget has been streamlined under the new Department Head. The materials were reviewed, and reductions were made where necessary to optimize the overall budget.

Page 9 introduced updates on Athletics and Co-Curricular activities, including a notable addition: E-Sports. Funded through a technology grant, E-Sports will be introduced at PMS as a competitive gaming program. This initiative aims to engage students who may not participate in traditional sports, offering them a new avenue for involvement and competition.

E-sports is recognized as a rapidly growing activity with significant popularity at the high school level. The program will start as a club led by Patty Lamontagne and, if successful, could expand into the high school level. Initial reactions from students have been overwhelmingly positive, with strong interest expressed during early announcements.

The discussion then addressed the equipment needed for E-Sports, including Nintendo Switches and controllers. The goal is to make the program accessible and engaging for all interested students, including those who may not otherwise participate in competitive sports. The equipment and ongoing expenses are relatively minimal compared to traditional sports, making it a cost-effective addition to the school's offerings.

On page 10, the conversation covered increases in fees from the Tri-County area. Page 11 had no notable updates, and on page 12, a decrease in Professional Services was noted due to the removal of a contract with a nursing agency. The District will now support student needs internally, using administrative staff to cover any required nursing services.

Page 13 revealed no significant changes except for reallocating funds for instructional improvement, which has been moved from PMS to the District budget. This adjustment better aligns the expenditure with District-wide practices.

On page 14, a significant increase was noted for replacing PMS computers. This expense is part of the District's planned technology upgrade.

Page 15 showed no major changes, reflecting typical fluctuations due to inflation and other minor adjustments. Page 16 discussed contractors and emergency management services, while page 17 addressed a change in the transportation budget to include transportation for Grade 8 students attending a program at Tuscan Village.

The Board thanked Mr. Medlock for the thorough work done in preparing the budget.

#### **A. Goals:**

Dr. McGee reviewed the feedback from the retreat and revised the goals. Notably, the goals were reordered according to the Board's suggested priority. The first goal, still in development, now prominently addresses student connections, reflecting the Board's feedback, with an emphasis on integrating it into the school level.

For Goal 2, changes were made to include a range of measures rather than focusing on a single measure. These now cover Grade 11 to be in the top five and improve college and career readiness percentages. Additionally, internal measures are included for Grades K through 2 and Grades 9 through 10. While Grade 12 was not included due to existing goal setting, Literacy from preschool was added. The goal will also report annually on Mathematics performance through a dashboard.

Goal 3, centered on improving workplace culture and belonging, has been adjusted to include three measures:

- a. Employee retention.
- b. Baseline data from a survey conducted by Franklin Covey on September 26.
- c. Specific actions are taken to enhance the work experience. The action items for human resources include ongoing recruitment and retention efforts.

Dr. McGee requested the Board's support for these changes so that the professional community could be informed. The goal is for at least 80% of the staff to take the survey.

Mr. Wilkerson moved to approve the revised Goals 2 and 3. Ms. Cummings seconded the motion, which passed (4-0-0).

#### **V. Policy Review:**

The Board reviewed the policy listed below.

##### **a. First Reading:**

- i. None

**b. Second Reading:**

- i. AC - Nondiscrimination, Equal Opportunity Employment, and Anti-Discrimination Plan.
- ii. ACA - Discrimination and Harassment Grievance Procedure (New Policy).
- iii. ACAC - Title IX Prohibition of Sex Discrimination and Sex-Based Harassment: Policy and Grievance Procedure.
  - a. ACAC (current policy for reference).
- iv. ACE - Procedural Safeguards: Nondiscrimination based on Disability.
- v. ACN - Accommodation of Lactation Needs.
- vi. GBAM - Accommodation of Pregnancy and Related Medical Conditions: Personnel (New Policy).
- vii. IHBCA - Accommodation of Pregnancy and Related Medical Conditions: Students.
  - b. JIE - Pregnant Students (To be Rescinded).
- viii. JLDDB - Suicide Prevention and Response Plan.
- ix. KED - Facilities or Services - Grievance Procedure (Section 504) (To be Rescinded).

The Board tabled voting to approve the policies. The Board will vote on them at another meeting.

**VIII. Other:**

- A. None

**IX. Board Member Reports:**

- A. Ms. Greenwood shared updates about the Grand Reopening Committee, detailing plans for a half-hour ceremony, building tours, and a slideshow. Students will also participate in a scavenger hunt. There was a discussion regarding providing a virtual tour for those unable to attend in person.

**X. Consent Agenda:**

**A. Adoption of Minutes**

- a. August 14, 2024 – Draft Public Minutes
- b. August 14, 2024 – Draft Non-Public Minutes

The Board tabled voting to approve the minutes. The Board will vote on them at another meeting.

Mr. Wilkerson moved to suspend the question of minutes. Ms. Cummings seconded the motion. The motion passed (4-0-0).

**A. Vendor and Payroll Manifests**

- a. PAY555 \$ 615,298.86
- b. PAY555P \$ 248,171.39
- c. AP090424 \$1,032,947.64
- d. BFPMS71 \$68,692.56
- e. DU090424 \$1,019.00

**C. Correspondence & Information**

- a. None

**D. Enrollment Report**

- a. None

**E. Staffing Updates**

**a. Leaves:**

- i. None

**b. Resignations:**

- i. None

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