

1. **Call to Order-Roll Call- Pledge of Allegiance:** Nelson called the meeting to order at 6:30pm and upon call of the roll, the following board members were present: Nelson, Cavanaugh, Kunz, and Anderson. Absent: Leach
2. **Comments by Visitors:** Tracey Laurion thanked the board for last night and the flexibility with not having all the equipment set up, you did a great job.
3. **Consent Calendar**
 - 3.1 **Removal of items from the consent Calendar:** None
 - 3.2 **Approval of consent calendar:** A motion made by Kunz seconded by Cavanaugh to approve the consent calendar as presented. VOTE: motion passed, unanimously. Approved were:
 - November 9th 2017- Minutes of the Rollinsford School Board Meeting
 - November 9th 2017- Minutes of the Rollinsford School Board Budget Workshop
 - November 28th 2017- Minutes of the Rollinsford School Board Budget Workshop
 - Enrollment-December
4. **Announcements:**
 - 4.1 **Introduction of School District Moderator: Charlie Putnam:** Nelson stated that Charlie is not here tonight because he had to attend another meeting but I told him that we had one more meeting before the public hearing so he will be joining us on the 11th and they will also invite the school district clerk.
5. **Communications:** None
6. **Discussion Items:**
 - 6.1 **Principal Update:** Nelson stated thanked Kate for the write up, they really appreciate those updates.
 - 6.2 **Marshwood Student Representative Report- Noah Niedzolkowski:** Niedzolkowski stated that the Varsity Football team won the state championship. He stated that they had a holiday bazaar, which is a fundraiser for the senior class. He stated that the Marshwood community participated in the South Berwick Holiday Parade. He stated that yesterday they had the NHS induction, which is for students with academic excellence, and those that make impacts in their community. He stated that the choral concert is tonight grades 6-12 and they work together on the event. He stated that this weekend they have a movie night with holiday themed movies. He stated that their Christmas vacation starts on the 22nd.
 - 6.3 **Somersworth Student Representative Report-Bailey Haines:** Haines stated that student council will be having a clothes drive tomorrow from 5-7 in the high school café and the Rollinsford community also contributed which was greatly appreciated. She stated that the interact club is selling candy cane grams that will be handed out next Friday. She stated that NHS is planning a Washington DC trip at the end of January and they are finalizing the details. They are also doing gift-wrapping for Toys for Tots at the fire station. She stated that they will be having a teacher luncheon tomorrow. They will be having a Barnes and Noble fundraiser January 6th from 10-2. She stated that the freshman class is doing March

Madness, which is seniors versus staff. The sophomore class is getting ready for a valentine's dance, the junior class is getting ready for their prom fashion show and the senior class is looking at project graduation venues and selling senior shirts. She stated that basketball season has begun and gotten the ball rolling as well as winter track and unified basketball who has a new coach this year, Shane Chick who is very excited.

6.4 NHSBA 2018 Delegate Assembly: Nelson stated that this is scheduled for January 20th and she is not able to attend as it is the town budget public hearing but she will leave it up to Andrea if she decides to go. Anderson stated that it is probably better for her to go to town meeting but if the board prefers she will go to the delegate assembly. Nelson stated that it is an interesting day as other boards bring forward resolutions for us to vote on.

7. Action Items

8. Financial Update:

8.1 Budget: Nelson stated that the current budget was handed out if anyone has any questions. She asked if we have encumbered special education yet. D'Agostino stated that none of Marshwood Special Education has been encumbered. Nelson asked when. D'Agostino stated that invoices will be processed next week and it will be encumbered. She stated that at the last meeting the board was looking at doing the cupola and asked if they wanted to encumber that at this time. Nelson stated that we wanted to get it encumbered so as soon as the work can happen we can do it. Kunz stated that he thinks that it needs to get done. It is falling apart and we don't need to make a big circus out of it we just need to do it. He stated that he is concerned about it being a safety issue. If we can do it and we have the money to do it then we should just do it. Anderson stated that applying for a grant is substantially more than this. Nelson stated that we have a quote of \$5,000 and she would entertain a motion to encumber. Kunz stated that he would suggest we give ourselves a little buffer on top of that. He would recommend \$7,500 as a safety and we might not use it all. Anderson asked if they would go out for more than one bid. Lucas stated that they received one estimate. A motion made by Kunz seconded by Anderson to encumber \$7,500 for repairs to the cupola. VOTE: motion passed, unanimously. D'Agostino stated that you also talked about doing the doors and security and securing that money from the savings in the SAU line. Nelson stated that we did remove it out of next year's budget. D'Agostino stated that it was about \$13,000. Nelson stated that we have \$16,800 that we were not counting on and we already encumbered \$7,500. She stated that she has no problem with encumbering it because we can always unencumber it. Kunz stated that we could have left over from the cupola. A motion made by Kunz seconded by Cavanaugh to encumber \$13,000 for work on the doors. VOTE: motion passed, unanimously.

8.2 Review of Budget Presentation: Nelson stated that one thing that came out of last night is that we need to finalize the warrants. She stated that they talked about two possible ones, one for the annex/kindergarten roof. She stated that the IBEA study stated that the annex roof was due to be replaced in 2012 and the kindergarten in 2018. She stated that they had one estimate of \$93,000. Lucas stated that was from Melanson and Dick called several others and it is difficult to find people to work on a flat roof and we are waiting for calls back and some people are two years out. Nelson stated that the estimate we got is very close to the IBEA study and that is 4-5 years old. Kunz stated that the kindergarten roof is due in 2018 according to the study and

asked if it needed to be done now. Lucas stated that Dick felt in order for it to be seamless you would need to do it all at once. Kunz stated that he just thought if it is not a big cost savings to do them both he would say why not do the main portion now but either way they should put a warrant forward. Nelson stated that the seam is a big concern. Kunz stated that any water damage that we would get would be a lot worse. Anderson stated that she would assume there would be a cost savings to do them both. Lucas stated that any time you set up and break down costs more if you have to do it twice. Nelson stated that we will put the warrant for \$93,000. Kunz stated that it is not a frill it is a roof and it has to be done. A motion made by Kunz seconded by Anderson to move forward with the warrant for the annex/kindergarten roof not to exceed \$93,000. VOTE: motion passed, unanimously. Nelson stated that we also talked about adding money to the building reserve fund. She stated that it has about \$103,000 in it right now. She stated that we do have some big-ticket items coming up. She stated that she is not recommending putting anything into the special education fund. She stated that whatever we decide is only if we have funds left over with no tax impact. She stated that she thinks that \$25,000 is too low with what is coming up. Kunz stated that he didn't get the impression last night that they had a good grasp on what we need to do here. The boiler and other things not to mention things that we can't predict. He stated that we are trying to get ahead to make sure that there is money in there. He stated that he agrees with Judy that \$25,000 is not enough. Nelson stated that she would go \$75,000 if we had it left over. Kunz stated that the explanation needs to be clear that we have a lot of things that need repairs. Nelson stated that things that are coming up are the boiler, safe and secure entrance and the main building roof. Lucas stated that we need to get real plans drawn up by an architectural firm for the entrance. Nelson stated that it is worth looking at homeland security. Lucas stated that they have some money available but we just don't know what size the pool is. Dr. Brown stated that it is worth exploring. A motion made by Kunz seconded by Cavanaugh to approve a warrant to put up to \$75,000 into the building fund from left over funds. D'Agostino stated that it is a firm number, the language is not up to. She stated that if we had \$60,000 left that is all that would go in. Anderson asked if they had any idea how soon the boiler and the roof need to be done. Nelson stated that the boiler is soon within the next year or two, the safe and secure entrance will take some time and the roof we have time to save for, it is 2025. She stated that it is prudent that we start putting money aside. VOTE: motion passed, unanimously. Nelson stated that we are still in negotiations but we hope to come to an agreement. She stated that it needs to be finalized by January 9th. She stated that we will have to have a special meeting once we have a tentative agreement in order to accept it and they will also have to ratify it and then it becomes a warrant article. D'Agostino stated that she thought she remembered the board talking about starting a new trust fund. Nelson stated that yes, we can start trust funds as warrant articles and other districts have tuition trust funds. She stated that we could do that instead of having contingency students in our operating budgets. Anderson asked if they can do it the same way we add into other funds. D'Agostino stated that in order to start one you need to appropriate money into it so you could appropriate a dollar the first year in order to establish it and then after that you can start funding it. Nelson stated that once we get it set up we can start adding to it. She stated that we will be paying tuition forever so it is prudent that we put money aside. She

stated that she likes the idea of establishing it this year. Kunz asked if there is a cost to setting it up. D'Agostino stated no. Kunz asked if there is anything else that they would want to establish a trust fund for. Nelson stated that it is her understanding that we can establish a trust fund for anything. It would work the same way that the building fund and special education fund work and we have always used money that is not expended but we can also have a warrant to raise by taxation in order to put money in. D'Agostino stated that you have to be careful on the wording of trust funds because that is the only way you can draw money on it. Kunz stated that we should put a warrant this year to start the fund. Nelson stated that if we take money out there needs to be a warrant article as well but if you have a specific purpose you can set up trust funds. D'Agostino asked what the purpose is. Nelson stated that it is for regular tuition. D'Agostino stated that she will contact legal to get the right language. A motion made by Kunz seconded by Anderson to have a warrant article to set up a trust fund for tuition in the amount of \$1.00. VOTE: motion passed, unanimously. Nelson stated just to recap the warrant articles will be:

Operating Budget

Possible teacher contract

Annex/Kindergarten Roof

Adding money into the building fund

Set up new tuition trust fund

9. New Business:

10. Old Business:

10.1 Community Connections: Cavanaugh stated that there is a new FAQ available about how Marshwood tuition is calculated on the SAU website. Nelson stated that while she was researching that she came across dates in the contract that we need to get straightened out and we will also be meeting next year to get items addressed.

10.2 Marshwood Contract Items-SPED tiered system: None

10.3 Late Start Marshwood: Anderson stated that she is waiting for an update on the meeting. She stated that they are working toward getting a consensus from the group on start times and present it to their board of directors in February. Kunz asked what they are talking about in terms of times. Anderson stated that she got the sense that due to the location of Marshwood it would be difficult to do with after school activities and traveling times that it would make late start difficult. She stated that some of the schools are more centrally located so the activities were more local to them.

11. Future Meeting Dates/Suggested Agenda Items:

- **January 11 2018- Rollinsford School Board Meeting**
- **January 13 2018- Public Budget and Bond Meeting**

12. School Events:

- **January 15 2018- Musical**

13. Closing Comments:

13.1 Visitors: Nancy Dionne asked for a point of clarification on the warrant for \$75,000 and asked if it gets voted down does that mean that they can't take it out of the year you're in

because it is always confusing. Nelson stated that they will make sure that it is clear when the warrant is discussed. Charlie Dionne asked if they need a special meeting if it will be posted in 24 hours. Nelson stated that it will be posted as nonpublic and then they will take a vote.

13.2 Board Members: Anderson wished everyone a happy holiday. Nelson stated that they will miss Marie and they welcome Katie.

14. Non Public: None

15. Adjournment: A motion made by Kunz seconded by Anderson to adjourn. Meeting adjourned at 7:24pm.

Katie Krauss
Board Secretary

Pending Board Approval