

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, Leach, Anderson and Kunz.  
Nelson stated that we had a guest at the table tonight, the incoming Superintendent who will be taking over July 1<sup>st</sup>. He is here to hopefully gain some knowledge and know the community a bit better before he starts. Gadomski stated that he is looking forward to the next 5 weeks getting to know the communities a bit better. He stated that he appreciates the opportunity to be a part of the meeting this evening.
2. **Comments by Visitors:** None
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 Leach to approve the consent calendar as presented. VOTE: motion passed, unanimously. Approved were:
    - April 12, 2018- Minutes of the Rollinsford School Board Meeting
    - Letter Regarding Extended Days-REA Co-Presidents Rollinsford
    - Enrollment-May
4. **Announcements:** Lane stated that Rollinsford is still on the wait list for the State Security Grants. She stated that there has been some talk about a new allocation at some point. She stated they are looking at another \$100,000 but it is unsure how it all works with the previous grant. She stated that there are a lot of questions at this point on how this will all go. She stated that at this point the projects for Rollinsford have not received support. She stated that we have they are waiting to see how districts are using the money. She stated that she is not sure how long Rollinsford wants to wait. She stated that the other thing that we have talked about for several months and still have no answer is about Title One Funding. She stated that Rollinsford is looking at a reduction in the number of students who receive free and reduced lunch. She stated that none of the allocations have come out yet. She stated that she did have happy news in that it is Teacher Appreciation Week. She stated that she knows the staff at Rollinsford Grade School has received a lot of support and it is a fun week to recognize their teachers. She stated that she had had the chance on Wednesday to go to Somersworth High School and recognize the top ten students and Rollinsford's Bailey Haines is this year's Class Valedictorian. She stated that Bob Gadomski is here tonight and he and I have worked a lot on the transition.
5. **Communications:** Nelson stated that this is the last meeting she would be at for the school year. She stated that she wanted to share a few words about Kate Lucas.  
Principal Lucas is above all else an educator – it's not just a job for Kate, it is a passion and a calling. In the 7 years she's been Principal of RGS, she's oversaw enormous changes. RGS is a recognized leader in Inquiry-based education today due in large part to Kate's energy and leadership. Every staff member, whether teacher, para, nurse, custodian, staff, or volunteer (and Principal Lucas herself) was challenged and supported to become what was needed to

challenge and support every student to understand what it means to THINK, to REASON, to LEARN. Kate has been a real partner with the Board when it came to making good decisions about the school building. She never complained to us about the very real constraints around providing a 21<sup>st</sup> century education in an early 20<sup>th</sup> century building. Her philosophy seemed to be (never actually stated that I can remember): as long as students and staff are safe and the building posed no threats (remember the asbestos?) they could work around the other physical constraints of classrooms that are too small, no lunchroom and no space for working with individual students. Every year, little spaces get carved out and rearranged and repurposed. And under her watch, RGS became a State and National Historic landmark. I could go on much longer, but we have business to conduct.

I'll end by quoting an Op-ed piece from the NY Times of March 13 of this year:

Principals set the culture by their very behavior – the message is the person . . .

Today's successful principals . . . are high-energy types constantly circulating through the building, offering feedback, setting standards, applying social glue. Principals raise expectations and alter norms. The character traits successful principals embody and spread are: energy, trustworthiness, honesty, optimism, and determination.

Thank you Kate, for your constant pursuit of LEARNING for your students, for your colleagues and (maybe most importantly) for yourself. One of the things I will always remember you for is your willingness to talk 'education', not just administration, each and every day.

#### 6. Discussion Items:

6.1 **Principal Update:** Lucas stated that she wanted to wait until later in the meeting to update the Board.

6.2 **Marshwood Student Representative Report- Noah Niedzolkowski:** None

6.3 **Somersworth Student Representative Report-Bailey Haines:** Haines stated that the Student Council is celebrating Teacher Appreciation Week and we have given small gifts to the teachers and we have voted on superlatives for staff. She stated that they also did a teacher breakfast and Friday they are doing a Celebration Journal which will be a one liner on someone who has made an impact on them. She stated that next week was the Spring Spirit Week and they are planning our annual State House Trek. She stated that the National Honor Society has filled all their officers and for the first time there was a tie for president. We are planning a Team Night as an end goal to the year. She stated that they are also volunteering at UNHs game on May 9<sup>th</sup>. She stated that the Freshman are hoping to have a car wash on May 12<sup>th</sup> from 11-4 at VIP in Somersworth. She stated that the Junior Class is getting ready for their prom on May 19<sup>th</sup>. She stated that the Senior Class is working on Senior Banquet and tickets would be \$45. She stated that they are also finalizing plans for Project Graduation. She stated that they are planning Bacculaureate with Rev. Rideout and we are finalizing senior gifts.

Nelson stated that at the SAU Meeting the prior Monday they were to appoint and vote on a Chair for the SAU Board. She stated that she was hesitant on appointing someone who was not there but she understood that Tom Kunz would take the position of Chair. Kunz stated that he would. Nelson stated that it would be officially done in September which is our next SAU Board Meeting.

**7. Action Items:** None

**8. Financial Update:**

**8.1 Budget:** Krauss stated that at the last meeting she had mentioned that they had not received a lot of the bills for Special Education Transportation. She stated that she went through the records and figured out what bills they had paid and we are looking at an additional \$62,000 that have not been paid. She stated that she has given this to Pam MacDonald, the Special Education Director to look at and make sure that she is factoring everything correctly. She stated that this would put those lines over by \$36,000. She stated that looking at the most recent Marshwood Special Education bill for services she was able to release about \$11,000 for services for students who are no longer there. She stated that at the last meeting they had talked about the after school bus transportation and she contacted them and they said we would not get a bill until the end of the year. Nelson stated that we do not know if we are on budget or not. Leach asked if we know the amount they will charge us. Nelson stated that she believes they are charging a daily rate. Krauss agreed. Nelson stated that they would find out. She stated that last year they were very close to the budgeted amount. She stated that the grants they applied for from the State were for the work we wanted to have done at RGS. She stated if they go ahead with the projects and then grant money becomes available will we still qualify for the grant money if we have already gone ahead and paid for the work. Lane stated that you have to pay for it upfront anyways as it will come as a reimbursement. Nelson asked what if they do not distribute it until the next school year and we have expended the encumbered money of \$32,000 and we will also have to encumber another 35,000 for the full amount of the projects. She stated that they need to take action to make sure the work goes forward. Kunz stated he needed clarification on the grants. He stated that we already put in for the grants. He stated that it is a matter of timing as to when those grants were sent in. Lane stated that what happened is that the DOE extended the date to get the grants in. Kate Lucas got the grant in well within the deadline. She stated that she thinks they got inundated with grants and the DOE then called an arbitrary date to stop funding which had never been made public. She stated that applications that came in by February 28 were funded or partially considered. She stated that this was frustrating. She stated that now we are on a wait list. She stated that there was also one in Somersworth that wasn't approved. She stated that she thinks they will approve it if they have the funds. Krauss stated that she did not know how that would work if you completed the work in one school year and got approved for the grant in the next school year. She stated that she knows that the first checkbox on the form is that you have to have completed the project. She stated that she would want to clarify before we went ahead and completed it. Nelson stated that as she looks at the budget they can afford to do the projects which are \$63,000 in total. She stated that they were on our A list and we were able to get grants but we can still afford to do it this year. Krauss stated that they had already encumbered \$30,000 for these projects so you only need to encumber \$32,000 additional. Kunz asked if there was a concern that there would be no funds available. He stated that we had to get the request in ASAP and now we are just playing a waiting game. Lane stated that the State encouraged districts to put in for this money and some requests were for pretty substantial projects. She stated that they had submitted a request in Somersworth for \$900,000, and we were encouraged to do this by the DOE, and we ended up getting \$100,000. She stated that they wanted to try to meet as many needs as possible. She stated it is frustrating because you have this end date with your budget. Krauss stated that if the monies came in in July you could apply it back to the project but if it doesn't come in until September the year is closed out and you could not apply it back to last year. Leach asked if we could find out those dates and that might help us make decisions. She stated that maybe they needed to do the projects later, as in

July rather than incurring it for this year. Nelson stated we couldn't because the match would have to come out of next year's budget and I think that we would not be able to do that. Kunz stated that it is not like these things aren't important. He stated that he thinks we should just do them. Nelson stated that it is work we wanted to do. Cavanaugh stated that she feels the Board should move forward with the projects either way, safety and security wise. Nelson stated that she'd be happy if the Board wanted to make a motion to do so. Kunz made a motion seconded by Leach to move forward with the projects totaling \$63,000, \$30,000 having already been encumbered. Gadomski stated that he thinks they need to get clarification from the DOE on if you do the projects now, and then you are off the wait list in August or September, can you get the reimbursement. He stated that they are saying there is a 16 to 18-month window to do the projects but I am not sure what they will support if you do the projects and then come off the waitlist later. Lucas stated that they want to do the projects anyway as a Board so it would be nice to get that answer but it will not make a difference in doing them. Nelson stated that they knew they were going to do part of the project even before the grant and that money has already been encumbered. She stated that looking at the bottom line it looks like we can relatively easily do them all. Gadomski stated that they continue to say that they think there will be monies from approved projects that are underspent, projects that did not pass in the SB2 towns and that money will become available. He stated that they are looking at additional funds to be put in there. He stated that no one had the answer now on whether or not the waitlist projects will get the money, but they are saying there is a good chance that they will be funded. Kunz stated that these are projects that we want to do and we need to do regardless. He stated if we get money back it will be a gift. VOTE: motion passed, unanimously. Leach stated that encumbering the funds does not mean we are hiring someone to do the job. Nelson stated that now that the funds are encumbered the projects will be put on the list to happen this summer. Lucas stated that some of the bigger parts of the projects we will ask people to come in and give us estimates and try to get two or three. Nelson stated that the warrant had passed to be able to put up to \$75,000 in the building reserve fund. She asked if that had been encumbered yet. Krauss stated no. Nelson stated that it then would have to come out of what was left. She also stated that the warrant article also passed to create a tuition fund. She stated that the Board are the keepers of that tuition fund. She asked if there was money available at the next meeting, can we put some money into that fund. Krauss stated that it has to be put on the warrant to put money in to it. Nelson stated that she did not think so as they are the keepers of it. Krauss stated that they can expend out of it but you will have to look at the wording of the warrant as the Board is the keeper to expend from it. She stated that she is pretty sure that if you want to put money into it you have to put it on the warrant. Nelson stated that not everything has been encumbered in this year's budget. She stated that right now it looks like a high amount left, but it's not. Krauss stated that there would still be the utility bills and regular monthly bills. Nelson stated that last year we did not keep the full 2.5% that we are allowed to keep. She stated that they took a lesser amount in order to give more back to the town for school tax reduction. She stated that she thinks they will be in pretty good shape to do that again this year. Lucas stated that at last month's meeting they had discussed Title One resources. She stated that the Board wanted to wait until the May meeting to see if there was anything new from the State and unfortunately there isn't. She stated in talking to Caroline Butler she does not feel positively about receiving any Title One funding. She stated that we will be losing our Title One Tutor next year and we discussed hiring a Literacy Tutor to provide Tier 2 support in Literacy. She stated that they had also talked about purchasing some of the Title One materials if there was money left to do this. She stated that they would have to purchase those materials sooner rather than later and to post for the position. She stated even if they get any Title One dollars it will be very

minimal. Nelson asked if we knew the cost of the materials. Lucas stated that it would be \$12,773.00 to purchase the bare minimum to still be able to provide the support for the students. She stated that it is the benchmarking, the intervention systems and some of the stuff to be sent home with families to support their children. She stated that the materials they have now will need to be boxed up for a year, and if you qualify the next year as a Title One school, you can use the materials again. She stated that it is not educationally acceptable to do without the materials next year. She stated that their numbers changed so dramatically this year and she does not feel it will get any better. Leach stated if we get just a little bit of Title One money we can access the materials. Lucas stated this was true but Caroline Butler is pretty clear that we are not going to get any. She stated that they could approve it tonight and wait until June 29<sup>th</sup> to order them to wait and see if they did get any Title One money. Krauss stated she would be very leery of doing that. She stated that the auditors would certainly question that. Anderson stated that we could order them and not open them and if we don't need them we can send them back. Lucas stated she would find out if they could do that. Nelson stated that we are often cautioned by the Business Administrator to not make any major purchases after May. Leach asked if we purchase these materials and we then get Title One funds and can use the Title One materials we have, aren't the ones we ordered still useful to us. Lucas stated they would be. Nelson asked if the Literacy Tutor that Lucas is requesting is a full time position. Lucas stated that Shawna Coppola has resigned so we are advertising for her 60% Literacy Specialist position and then you voted to hire a 50% Literacy Interventionist to work with Tier 3 students who have a dyslexic brain. She stated that the Literacy Tutor would be full time and a paraprofessional position. Anderson stated that she would like to find out if they could return the materials if they purchased them. Nelson stated that they have the money in the budget to purchase the materials. Lane stated that it just seems so counterintuitive to box stuff up and put in a closet. She stated that there are I pads and other materials also. She stated that the indication that they have been getting is that Rollinsford will not receive Title One funds. She stated it just seems bizarre to put materials that kids need into a closet. Gadomski stated that it is unfortunate that there are not more definite answers on funding. He stated that there are a lot of gray areas and everyone is just taking their best guess from the information we are receiving from Concord. Leach made a motion seconded by Anderson to appropriate the \$13,000 to purchase Title One materials. VOTE: motion passed, unanimously. Lucas stated that at the June meeting the Board will have to decide if they are going to fund a Literacy Tutor for next year because we have to post and hire for that position. She stated that her assumption is that the Board will approve hiring the Literacy Tutor as they just voted to purchase the materials. Nelson stated that next year's budget includes that position. She stated that they had not cut a position from next year's budget. Krauss stated that they would have to make her whole as the position was not funded 100%. Lucas stated that she believed the position was 1/3 out of the operating budget and 2/3 funded from Title One. She stated that it would be about \$15,000 additional plus benefits. Krauss stated that the benefits are only retirement and FICA. Lane stated that they thought it would be around \$24,000 needed additional. Leach stated that was money we would need that is not currently in next year's budget. Leach made a motion seconded by Cavanaugh to fund the Literacy Tutor position for next year. Leach stated that she is confused how the Title One funding works. She asked if they just give you a random amount. Lucas stated that they would give you an amount but would tell you what it could be spent on. Krauss stated that you will not get the kind of funding to fund the tutor position. She stated that she assumes that Caroline Butler would use any amount, if received, for materials. VOTE: motion passed, unanimously. Nelson stated that to recap, we are looking to hire a 60% Literacy Specialist, a 50% Literacy Interventionist, a full time Literacy Tutor, a Building Aide, a part time custodian and

paraprofessionals as needed. She stated that there is an Anticipated Opening for a Special Education Teacher. She stated that there is a line in the budget entitled legal services. She asked that it be changed to professional services. Krauss stated that you would have to add another line as they are broken out by function code required by the State of NH.

**9. New Business:**

**9.1 Principal Search Update:** Nelson stated that they had an offer out and it is still pending.

**9.2 2018-19 Lunch Prices:** Nelson stated that this is something that they do every year. She stated that the Federal Government reimburses us for free and reduced lunch at a particular rate. She stated that they ask the districts to show good faith by trying to get our price close to their reimbursement amount. She stated that we go up \$.10 a year. She stated that for free lunch we get reimbursed \$2.92 and we are charging \$2.60 for lunch if a person buys it. Leach asked how our rates are initially calculated. Krauss stated that right now your budget supplements your food service program because you do not make enough money here to fund it. She stated that you have to make food service whole. She stated that the prices do not fund what it costs to run the lunch program and you do not have the participation. Leach made a motion seconded by Anderson to raise the lunch price for next school year from \$2.60 to \$2.70. VOTE: motion passed, unanimously.

**9.3 2018-19 Café Services Contract Renewal:** Nelson stated that we contract out for the food service program. She stated that each year they renew the contract. Krauss stated that each year the State requires us to renew and approve the contract. She stated that the contract for next year is \$44,000. She stated that the projection is that Rollinsford would have to fund \$13,000. She stated that they budget \$12,000 each year for this. Kunz made a motion seconded by Anderson to renew the Café Services contract for the 18-19 school year. VOTE: motion passed, unanimously.

**10. Old Business:**

**10.1 Community Connections: FAQ :** Nelson stated that on behalf of the Board she wanted to thank the folks that showed up Monday who put balloons out and delivered cupcakes for Teacher Appreciation Week.

**10.2 Marshwood Contract Items:** Nelson stated that Lane had a running list of Marshwood contract items and that Gadomski would inherit it. She stated that next year they would be in their fourth year with Marshwood and it will be time to start thinking about renewal.

**10.3 Late Start Time-Marshwood:** Anderson stated that the committee had put out a letter along with another survey with three options. She stated that there be no change at all, a 20 minute later start time and flipping the schedule when elementary and MS and HS would start. Nelson stated that they are not rushing into anything. Anderson stated that they did a good job listing all the pros and cons. She stated that they provided links to the research. Nelson stated that there had been an article in Fosters and SAD 35 is cutting positions at the Middle School and Dr. Nash made note of the fact that there will be eleven more Rollinsford students there next year. She stated that this will be the first year that they have a full complement of Rollinsford students and she is earmarking that money towards some type of afterschool events. She stated they will be getting an extra \$100,000. She stated that they would have a big senior

class at Marshwood next year. She stated that she does not think they have ever had a 32 student class.

**11. Future Meeting Dates/Suggested Agenda Items:**

- **May 16, 2018-MSAD 35 School Board Meeting-7 PM- MHS**
- **June 6, 2018-MSAD 35 School Board Meeting-7 PM-MHS**
- **June 12, 2018-MSAD 35 School Board Meeting-7 PM-MHS**
- **June 14, 2018-Rollinsford School Board Meeting-6:30 PM-Rollinsford Grade School**
- **June 20, 2018-MSAD 35 School Board Meeting-7 PM- MHS**

12. **School Events:** Nelson stated that 6<sup>th</sup> Grade Recognition would be the evening of June 13<sup>th</sup>. She stated that she hoped some of the Board members would be able to go. Cavanaugh stated she had a 6<sup>th</sup> grader so she'd be there. She stated that Somersworth graduation is June 15 at the Whittemore Center and Rollinsford Board members are welcome to participate as we have students there. Cavanaugh stated that she would participate. Nelson stated that this would be the end of a 5 decades partnership with Somersworth on the education level. She stated that they are continuing the association on the SAU level.

**13. Closing Comments:**

**13.1 Visitors:** Celia Leopold stated that she wondered if the late start committee would be willing to talk to the elementary school parents. She stated that she realizes it is something happening at the MS and HS level but it will impact parents with kids in both schools. Nelson stated that she should take that question to Marshwood as they are the ones working on it. Anderson stated that the survey went out to elementary parents also. Leopold stated that she is hoping that the Board and staff insure that there is enough school time built into the schedule next year to alleviate the need to make up snow days at the end of the year.

**13.2 Board Members:** Krauss asked to add that the prior day they had the walk through for the roof replacement project. She stated that they had four vendors come and bids are due next week. Nelson stated it was the annex and kindergarten roof.

**14. Non Public:** A motion made by Kunz seconded by Leach to exit into nonpublic session in accordance with Chapter 91-A:3 II (a) Student Issue and II (b) Personnel (e) Negotiations. Vote: motion passed, unanimously. Exited into nonpublic session at 7:45 pm. A motion made by Kunz seconded by Anderson to exit out of nonpublic session. VOTE: motion passed unanimously. Exited out of nonpublic at 8:37 pm.

**15. Adjournment:** A motion made by Cavanaugh seconded by Anderson to adjourn. VOTE: motion passed, unanimously. Meeting adjourned at 8:37 pm.

Melinda Sullivan  
Board Secretary

Pending Board Approval