

1. **Call to Order-Roll Call- Pledge of Allegiance:** Nelson called the meeting to order at 6:45pm and upon call of the roll, the following board members were present: Nelson, Cavanaugh, and Kunz. Excused: Leach, Arrived late: Anderson
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 Cavanaugh to approve the consent calendar as presented. VOTE: motion passed, unanimously. Approved were:
 - June 14, 2018- Minutes of the Rollinsford School Board Meeting
4. **Announcements:** Nelson stated that there was a new face at the table, Dr. Bob Gadomski. She stated he had started on July 1st. She stated that one of the things that the Rollinsford School Board was pleased with is that he is well versed in SB2 towns and working with Budget Committees. Gadomski stated that it has been 4-5 weeks and everyone has been wonderful in helping him get acclimated in both Somersworth and Rollinsford. He stated that everyone at the SAU have been fantastic. Nelson stated that we also had a new face in the front row, our new principal, Rich Hartford, who comes most recently from the classroom in Somersworth. She stated that prior to that he has been a principal in several other places. Hartford stated that he would echo what Dr. Gadomski had said and that it has been awesome.
 - 4.1 **Infrastructure Update:** Gadomski stated that there was a project for a safe and secure entrance as well as some communication and we have a figure of \$63,492 of which we would get back 80% which is \$50,794. He stated that this is moving forward at the State level and as soon as we hear of the final approval we will notify the Board.
 - 4.2 **Security Renovation Presentation:** Gadomski stated that Chris Solomon was here from Samyn-D'elia Architects. Solomon stated that he had a few different options for consideration. He stated that we are looking for feedback and direction on which to proceed and then to get some cost estimates. He stated that when they first came on this project they looked at the existing entrance. He stated that they could probably make a secure entrance but it would not be ADA accessible. He stated that they started to look at the back entrance. He stated that they have developed three options, all with pros and cons. He stated that part of the security is to have Administration have direct access to the entrance. He stated that the first option is to do upgrades to the ramp at what is now the back entrance. He stated that a vestibule would be added. He stated that a set of doors would be added but visitors would be allowed into the building, just the vestibule area. He stated that the inside doors would be locked at all times. He stated that at that point there would be a window to talk to whomever is in the Administration office. He stated that the nurse's office would also be moved to the entry. He stated that Option Two would be, rather than adding the vestibule on the inside of the building, we would push out at the back entrance and add a new structure. He stated that visitors who come in can check in and sit and wait. He stated that it functions the same way as the first option but provides for more space. He stated

there will not be a lot of renovation to the inside of the building. He stated they are trying to keep it as cost efficient as possible. He stated that the problem with both of those options, even though there will be a canopy to let people know where to enter, it is still around the back. He stated that in Option Three they put the entry off the main parking lot at the side of the building. He stated they would construct a new ramp, put in two new double doors. He stated you would still come into a vestibule with access to the receptionist. He stated that the positive thing about this is that parents who are coming in to meet with the principal do not need access to any other parts of the building. He stated that this option provides an extra office space. He stated that off of that area you have a print/copier area. He stated that the existing nurse's area would be turned into 2 ADA accessible bathrooms. He stated that in that area there would be space for custodial supplies. He stated that the existing Administration space would be a teacher's room, with a copier room and small kitchenette. Kunz asked what is being done for utility space. Fortier stated that right now there are three utility closets. Nelson stated that it would make sense to have a custodial area on the back side of the building and it is something to think about. Solomon stated that this had not been added in as of yet. Fortier asked if it was possible to add a shower to the nurse's area. Solomon stated that it had been discussed but was decided it was not needed. He stated that there is enough space to add a single shower stall. Nelson asked if it was code to have two ADA bathrooms or could we get away with one. Solomon stated that the school does not meet code and we are trying to just improve the situation. He stated that it would be nice to have two but not necessary. He stated that because it is an existing building the two ADA bathrooms will not bring it up to code, but it does not have to. Anderson asked if it affects our standing by changing things. Solomon stated that there is a 40% threshold so we are not. Nelson stated that other than the first option we are losing parking spaces. She stated that this is the first thing that she sees as a negative as we cannot fit all of our staff as it is. Kunz asked if there was additional space on the other side of the building that had been extended for spaces the prior year and perhaps we could add more. Nelson stated that the fire lane had to be kept clear. Fortier stated that we could add more parking on the other side of the building. Nelson stated that it looked like the first option would be least expensive and the third option the most. Solomon stated that the next step was to figure out the cost. Nelson stated that in Option Three she does not like the principal's office being out of sight. Kunz stated that he liked the principal being off the "beaten track". He stated that the principal could see what was going on with the windows but it gives him some privacy. Nelson stated that perhaps when the principal is in the office they need to concentrate on what is going on in the office. Hartford stated that one of his initial concerns to the set up now is confidentiality. He stated that the walls are paper-thin. He stated that to have an office out of the line of sight and more confidential would be great. Nelson stated that in Option Three it gives them some extra space. Gadomski stated that this option allows for a small conference space to meet with kids or parents. Nelson stated that they need to think about what comes next. Solomon stated that they wanted to make it the simplest entry and cost effective approach. Kunz stated that this all has to do with safety. He stated that all of the rooms that are being discussed are different rooms from instruction

classrooms. He stated that this presents a whole new main entrance. He stated that he likes that the nurse's office is close to the entrance so if parents come in to pick up a sick child, it is easily accessible. He stated that the front entrance now as it is, with the steps, is dangerous. Solomon stated that the steps would stay out front as another form of egress but would not be used unless an emergency. Cavanaugh stated that she is not zeroing in on Option Three. She stated that security is the first concern so she thinks that if the plan checks off the boxes for security and is cost effective, that is the option to go for. She stated that they have seen all three options but pushing out the building may be very expensive. Anderson stated that she wants to make sure what they are losing in parking they can pick up in another area. Nelson stated that the Board needs to get an idea of cost. She stated that they do not know if there will be money available from the State or from the Historical Society. Gadomski stated that he hopes they would know something from the infrastructure fund within the next couple months. He stated that it comes down to cost and it would be nice to get a cost on at least two of these three options. Solomon stated that he would be able to get some cost estimates to the Board in 4-6 weeks. Gadomski asked if there was an option that the Board did not want costed out. Nelson stated if they did Option One and Option Three, the other one falls in the middle.

5. Communications:

5.1 Rollinsford Appropriation Payment Schedule: Nelson stated that this reflects what the budget was with the warrant articles that were passed in March. She stated that once the tax rate is set in November it will be revised.

6 Discussion:

6.1 Principal Report: Nelson stated this was in the packet. Hartford stated that the sections of it will change as the year goes on. Nelson stated that it looks like work has started on the roof. She asked when work would start on the cupola. Hartford stated it would start soon. He stated that the weather has been a big factor in this delay.

6.2 Marshwood Student Representative Report- TBD: Gadomski stated that he had met with Dr. Nash the prior week and this was one of the things that they had discussed.

7 Action Items:

7.1 Heating Oil Renewal: Krauss stated that the rate would be the same as last year which was \$.18 over the cost per gallon and the Town will be receiving the same cost per gallon. Kunz made a motion seconded by Cavanaugh to accept the heating oil renewal contract. VOTE: motion passed, unanimously.

8. Financial Update:

8.1 Budget: Krauss stated that she would include the budget information in the packet for the September meeting as she is still closing out last year. She stated that she will also be able to update this year's budget so far.

9. New Business:

9.1 Goals Review 2017-2018; Finalize 2018-2019: Nelson stated that due to the heat she thought we could put this discussion off until next meeting. All members of the Board agreed.

9.2 Residency Requirements: Kate Nesman, Rollinsford Town Clerk, stated that she wanted to know what other communities do as far as residency requirements. Nelson stated that every year there are questions regarding residency requirements. She stated that to be an official

resident of Rollinsford is all that matters to the Board. She stated that if the child is an official resident of Rollinsford they are entitled to attend the schools. Nesbitt stated that she has people coming in with different requests for Marshwood. She stated that they want a voter registration card. She stated that they can move out the next day after getting this card. She stated that anyone can print out a lease. She stated that as Town Clerk it is her job to make sure that these people are legitimately residents of Rollinsford. She stated that perhaps the school district would require an affidavit. Nelson asked how the Town Clerk determines if someone is a resident of Rollinsford. Nesbitt stated that they require a utility bill or a pay stub. Nelson stated that now there was another layer when a relative is coming to live at a residence. She asked how we determine that the child is a resident of Rollinsford. Gadomski stated that this is not an exact science because there are so many different variables that enter into it. He stated that there are guardianship, custody and divorce papers that we get. He stated that as far as residency they look for a mortgage payment, car registrations, paystubs, and electric bills. Nesbitt stated that as far as a mortgage payment, we have people who own here but do not live here. Gadomski stated that over the last few years the requirements have changed and become much more lenient as far as custody and the homeless laws have muddied the waters. He stated that it is not an exact science and the SAU tries to do the best they can. Nesbitt stated that they keep getting different requests and just need to know what to do. Kunz stated that if you are dealing with custody issues there are court papers that we can request. Gadomski stated that if there is something in writing they always follow that. He stated that he cannot even explain the different scenarios that the SAU gets. He stated that we have relatives living with someone in town with no way of proving residency in town. He stated that sometimes we ask that they do a signed affidavit that they are living there. He stated that we also ask for the home owner to sign an affidavit. Nelson stated that the problem is not with adults. She stated that children may be in the situation where they are not in a stable home environment and we care about these children receiving their education. She stated that if they are living in our town we need to be responsible. Nesbitt stated that they want to be sure they are accepting the same paperwork. Gadomski stated that the State says that you figure this out with the adults but you register the child today. He stated that if it takes a few days, a month, a year, you register that child today. Krauss stated that the calls that they have had this week are because Marshwood will not accept utility bills as a requirement per the School Board. She stated that she found emails from the past Superintendent stating this. She stated that this is the problem and why they are coming to the town. She stated that they could only have a mortgage statement, lease or a letter from the town or their residence tax. Nelson stated that it seems like when people are going to Marshwood to register their child they are being told to go see the Town Clerk. Gadomski stated that if the Town Clerk is having any calls putting them in tough situations just direct them to us at the SAU. He stated that there are times when we will have to register the child and then get the paperwork afterwards. Anderson stated that every year in September at Rollinsford Grade School she has had to fill out paperwork and submit a utility bill and another form of residency. Gadomski stated that you get a lot of different situations and we research and if you need to go out and do a visit to the house or send the resource officer, whatever we need to do. Krauss stated that Marshwood was told they were not allowed to accept a utility bill as proof of

residency. Gadomski stated that if you have an issue just give the SAU a call. Nelson stated that whatever the Town Clerk accepts for residency needs to stand. She stated that if it has to do with the schools, refer them to the SAU Office

9.3 New Item: Nelson apologized but she added a new item to the agenda. She stated that right now there are two dates in February for the Town Deliberative Session and the School Deliberative Session. She stated that the Town has requested that they go first because they have never been SB2 before, they do not have the same administrative support that we have and they will need that extra week to get everything ready for the ballot. She stated that right now the school is scheduled for February 2nd and the Town for February 9th. The Town has requested to flip those dates. She stated that either Krauss or Gadomski should let Leach know if this was alright so she could let the Budget Committee know.

10. Old Business:

10.1 Community Connections: FAQ : None

10.2 Marshwood Contract Items: None

10.3 Late Start Time-Marshwood: None

11. Future Meeting Dates/Suggested Agenda Items:

- **September 13, 2018- Rollinsford School Board Meeting-6:30 PM-Rollinsford Grade School**
Nelson asked when the SAU Board Meeting was. Krauss stated it was September 17, 2018.

12. School Events: Nelson stated that these were included in the Principal's Report. She stated that the Open House will be September 11th.

13. Closing Comments:

13.1 Visitors: Sharon Pinard stated that in the Salmon Falls Quarterly News it is written that the upper floor of the school will not house students K-2. She stated that kids in grades K-2 will be on a floor where they do not need to use stairs. She stated that there was a second grade classroom on the upper floor of the school. She stated that it is disallowed by law. She asked why it would be allowed for one 2nd grade class and not another. Gadomski stated he did not know what she was quoting from and asked for a copy He stated that he would look into it. Pinard asked if there would be an open discussion about the Rollinsford 6th graders going to the Marshwood Middle School. When the Rollinsford students go to a new school where it starts at sixth grade, they are coming in mid-stream and the other students have all formed friends and there is a lot they are missing out on. She stated that you do not want to be a new seventh grader in a 6-8 Middle School and cannot understand why the Rollinsford sixth graders do not go to Marshwood. Nelson stated that they occasionally have discussions about this. She stated that the Board is open to many things but agree to not rush into anything. She stated that when they have the discussion it will be with parents who support K-6 and parents who support 6-8 with the educators involved on both sides. Pinard stated that she has heard all about the joint 3-4 class going to the Brown Center in the fall for learning and enrichment this year but she questions the third graders that are in the 2-3 classroom and why this small group of third graders is being left out of everything. She stated that it is tough when it is your child left out again. She stated that this is something that needs to be considered with the class setup. Gadomski asked if he could have her phone number so that he could get back to her.

13.2 Board Members: None

14. Non Public: A motion made by Cavanaugh seconded by Anderson to exit into nonpublic session in accordance with Chapter 91-A:3 II (b) Personnel. Vote: motion passed, unanimously. Exited into nonpublic session at 8:00 pm. A motion made by Anderson seconded by Cavanaugh to exit out of nonpublic session. VOTE: motion passed unanimously. Exited out of nonpublic at 8:20 pm.

A motion made by Anderson seconded by Kunz to accept the resignation of Caroline Chartier, Secretary and accept the nominations of Kaitlin Riendeau, K-1 Teacher and Heather Nesbitt, Special Education Teacher. VOTE: motion passed, unanimously.

A motion made by Kunz seconded by Anderson to accept a parent request. VOTE: motion passed, unanimously.

15. Adjournment: A motion made by Cavanaugh seconded by Anderson to adjourn. VOTE: motion passed, unanimously. Meeting adjourned at 8:22 pm.

Melinda Sullivan
Board Secretary

Pending Board Approval