

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, Leach, Anderson Cavanaugh, and Kunz.
2. **Comments by Visitors:** Cecilia Leapold asked if in light of the recently published newspaper articles did the Board have a strategic plan in place or if it was something they were working on and if you would put some of the information in one of the FAQs.
3. **Consent Calendar:**
 - 3.1 **Removal of items from the Consent Calendar:** None
 - 3.2 **Approval of consent calendar:** Leach made a motion seconded by Kunz to approve the consent calendar. VOTE: motion passed, unanimously. Approved were:
 - September 11, 2018- Discussion Summary Rollinsford/Somersworth School Board Policy
 - September 13, 2018-Minutes of the Rollinsford School Board
 - September 24, 2018- Discussion Summary Rollinsford/Somersworth School Board Policy
 - Enrollment
4. **Announcements:**
 - 4.1 **Superintendent's Update:** Gadomski stated that there is an update on the cupola and it will be addressed later in the agenda. He stated that he has two items for non-public that are staff related. He stated that as your Superintendent I want to make you aware that the Somersworth Joint Commission met a couple weeks ago and on their agenda was the withdrawal from SAU 56 as a discussion item. He stated that on October 9th it was an agenda item on the Somersworth School Board as a discussion item to withdraw from SAU 56. He stated that there was a lively discussion and it will go back on the next agenda of the Somersworth School Board on October 23rd as an Action Item.

Nelson stated that she has no comments or observations on what Gadomski had said. She stated that we all have read the articles in the paper. She stated that she did not think there was any reason for the Rollinsford School Board to have any action plan until they know what is going to happen. She stated that she did have several clarifications that she wanted to state. She stated that the Rollinsford School Board has never had insight into the Somersworth Schools, not when we had students there or not, and we have had nothing to do with how Somersworth runs their schools. She stated that on the SAU Board, Rollinsford holds 5 of 14 seats, so this is 36% of the vote and that the SAU Board only oversee SAU functions. She stated that it does not oversee any of the school or school district functions.
5. **Communications:** None
6. **Discussion Items:**
 - 6.1 **Marshwood Student Representatives Update-Nicholas Garrepy and Megan Moore:** Moore stated that she is a senior at Marshwood High. She stated that she is the captain of the JV Soccer Team. She stated that she is involved with sports and takes honors classes. She stated that she is a member of the National Honor Society and the Spanish National Honor

Society. She stated that she wanted to take more of a back seat this evening as it was her first meeting to see how Garrepy does the updates. She stated that there is a Senior Night for girls' Soccer and girls Volleyball the following night. She stated that on October 13th is the MHS Band show at 5:00 PM in the gym. Nelson asked what a senior night is. Moore stated that it is to honor the seniors on the teams and they hand out flowers to their parents, take pictures and have a fun night to celebrate the Seniors last year on the sports teams. Garrepy stated that he had made a list of things that had happened since the last meeting. He stated that Student Government began. He stated that this is a club at the school with nothing formal and no elections. He stated that they meet two Mondays a month and they are split into five smaller groups. He stated that there is Student Life Committee which focus on students throughout the school, the Green Committee which is involved with the environment, the Wellness Committee who coordinates our wellness with speakers, Peer Tutoring, and Civil Rights Committee that focuses on that everyone feels at home at Marshwood. Garrepy stated that he had joined the Student Life Committee because it will get me involved with the student body. He stated that the school has multiple Danish exchange students. Moore stated that they had been at Marshwood for the Spirit Week and Pep Rally. She stated that Marshwood sends student abroad. She stated that they also have a Greek Exchange student and several Spanish exchange students. She stated that the Seniors won Spirit Week again. She stated that several students got dress coded because they were too rowdy. Classes get points to go and see the sports. She stated that the Football Game was great winning 49-7 against Noble. Garrepy stated that there was an informational meeting for the National Honor Society. He stated applications are due on November 2nd. He stated that you need a 3.0 GPA or 85% average, need 90 community service hours, need to show leadership skills and good character. Moore stated that they do a lot of community service at the South Berwick Library. Nelson stated that they could also look into the Rollinsford Library and Leach could provide them with more information. Garrepy stated that PSATs were yesterday. This is a qualifying test for the National Merit Scholarship Program which is a \$2,500 scholarship program. He stated that it is good practice for the SATs. He stated that the SATs are given on SAT School Day which will be April 9th. He stated that some states require it but others don't. He stated that they give it to the schools for free so that you do not have to pay, you do not have to travel to take it. He stated that he had talked to the Marshwood School Student Representative and he has that source if there is anything additional the Board needs or wants to know.

6.2 Principal Update: Hartford stated that they are fully staffed except for one Mainstream Coach that they continue to advertise for. He stated that this releases our substitutes to fill in for absent personnel. He stated that they had their third professional development day last Friday and the October date is a day to differentiate development based on the NEA. He stated that a few of their staff attended the NEA Conference in Concord. He stated that they had technology workshops for the paraprofessionals. He stated that Tracy Zager has been a math consultant for a few years and she began her visitations on September 25th. He stated that she goes into the classrooms and works with the teachers around their math implications. He stated that they do split kids by grade level for math instruction. He stated

that it is easier for teachers to cover one math curriculum and it is the area where you see the greatest discrepancies. He stated that they have been doing a CGI Assessment. Nelson asked what CGI stands for. Leach stated it is Cognatively Guided Instruction. Hartford stated that in March they would be performing the play Suzzical. He stated that Lori Hess, Jeanne Powers and Brittany Powers would be working with the students. He stated that auditions finished up this week. He stated that he did pass the interview questions back to Cavanaugh for the FAQs. He stated that it was suggested at the last meeting that new Administrative staff be interviewed by sixth grade students. He stated that he had chosen three sixth graders to interview himself, Alyson Rachkoskie, the new RGS Secretary and Superintendent Gadowski. Cavanaugh and Leach stated that the students need to be thanked.

- 7. Security Renovation Presentation:** Chris Solomon from Samyn-D'Elia Architects stated that what is being looked at are the three proposed options. He stated that Option One is to move the main entry of the school to the back. He stated that this would be the most cost effective option. He stated that you would maintain the existing entry off the back and put in a vestibule. He stated that people would then be able to come into the vestibule and make contact with the receptionist. He stated that the principal would have an office there also. He stated that this would be your control point. He stated that in Option Two you still come in off the back but we would build out to add a vestibule and people would come in and this is the control point. He stated that once the school day starts the doors will be locked. He stated that you have the receptionist and the principal's office behind the vestibule. He stated that this option was not priced out. He stated they only priced out Option One and Option Three, with Option Two falling in between the two. He stated that Option Three made the entrance at the side of the building facing the street. He stated that a drawback of the first two options was that the entry to the school was around the back and out of sight. He stated that Option Three had the entrance right off of the side street. He stated that you would enter into a vestibule which would be built out, where you would have contact with the secretary. He stated that the principal would have an office there, there would be a print/copy room and a conference room at the end. He stated that the nurse space lays out the same way in all three options. He stated that this is the most expensive option because they are adding the most square footage. He stated that they had also looked at reconfiguring the current main office space. He stated that they would turn this area into a conference room, print/copy room and a kitchenette so that this space could be multifunctional. He stated that across the hall they would have two additional ADA accessible bathrooms for staff. He stated that the construction cost for option one would be \$219,830.00. He stated that the renovations for the teacher room area would be \$128,980.00 for a total of \$348,810.00. He stated that the soft costs for this would be \$113,285.80 for a total of \$462,095.80. He stated that they did not have a full set of construction documents when they sent this to the estimator. He stated that the estimator built in some contingencies into the price. He stated that you will see that the construction costs include everything from the job trailer to the porta-potties, storage unit, and fencing. He stated that at this point, these contingencies built in is how we keep it as accurate as possible. He stated that these figures are usually spot on. He stated that these numbers should be within five to ten percent of the construction price. He stated that the Third Option, the more developed option, moves the

entrance to the side and adds additional square footage. He stated that there will be a canopy at the entrance. He stated that there is money in this option to reconfigure the parking and would be adding three parking spaces. Nelson asked if that was because we would be losing three parking spaces. Solomon stated it was. He stated for this option the cost would be \$538,020.00 and then the teacher's room addition would be \$128,980.00 making the total \$667,000.00. He stated that you then add in your soft costs, which are \$170,560.00 bringing the total to \$837,560.00. He stated that further into the packet is the breakdown by line item of all the costs associated with this project. He stated that the next steps for them would be if the Board has an idea which option they want we could then go out and get a construction manager and form a team and they could do a more refined cost estimate. Anderson asked how big the reception area, and principal's office would be in Option One. She stated that there are no dimensions on the plans. She stated that she is trying to compare it to the current principal's office. Solomon stated that it would be smaller than the office right now. Nelson stated she thought that it would be hard to get any smaller than that. Solomon stated that it is 114 square feet which is the average size for an office. He stated that they would not have space for a conference table. He stated that you would have enough space for a desk and a couple people to meet in there. Hartford stated that the design of this space was more square than what he has now. Solomon stated that you would have more usable space since it was square. He stated that he could send the Board the architectural plan rather than presentation plan and those would have the measurements on them. Cavanaugh asked if they did the secure entrance but did not do the upstairs renovations would it change the cost at all. Solomon stated that a lot of the fixtures, etc. were focused on the main entry but yes, the figures would go down. Nelson stated that up to this point all the costs are covered with your firm with the original agreement. She asked if the next step required an additional amount of money. Solomon stated that it should not take a lot of hours so he would check to see what it would be. He stated that if they were to move forward with the construction documents we would need considerably more of a payment. He stated that you could go to bond vote with these plans and estimates and then worry about getting a construction manager. In these times people are busy and may not have time to give you their time to provide an estimate. He stated that anyone coming out to give free estimates services are not going to put in much time. He stated that you could go to appropriate the funds and then put out an RFP for a Construction Manager and then develop the drawings at that point. Nelson stated that the Board has the materials to have their discussions. Solomon stated to remember that these are lines on a page and we can change things if needed. He stated that if you wanted to get an idea of how big a room would be we can put masking tape on the floor to show the area.

8. Action Item:

7.1 Cupola Discussion: Nelson stated that Fortier had gone out to get estimates and he had received one. She stated that times have changed and people are very, very busy. Gadomski stated that late last school year there was an estimate for \$7,500. He stated that you are going to see some wildly different estimates on the work on the cupola. He stated that the Board had talked about bringing it back to historical relevance would be somewhere in the 75,000.00 to \$100,000.00 range which would be replacing every nail and every board. He stated that the

\$7,500.00 estimate was to pin the boards back on and paint it to get it looking better visually. He stated that this estimate is for \$21,000.00 which is obviously somewhere in the middle. He stated it would address some of the structural issues, put on some new boarding and revamping and painting it. He stated that is the difference in the two estimates. He stated that at this point in time \$21,000.00 is a big chunk to take out of your budget. He stated that he does not feel comfortable recommending it. He stated we should revisit this as we get into the spring and we can get some new quotes at that point and in the April-May timeframe we will know of where the budget stands and if there will be an unexpended funds. He stated you could also put it into the budget for next year. He stated that the other option would be a warrant article for x number of dollars and if it passed you would have that amount to fix the cupola. He stated to remember, that if it is put in a warrant article and it fails, you can't fix it and no means no. Anderson asked if it was still hanging on OK. Nelson stated it is wrapped in chicken wire. Kunz asked if they should get more quotes. He stated we could find one that falls somewhere in-between. Gadomski stated that it has been very difficult to even get quotes. He stated that everyone has work now and that was part of the issue this summer. He stated that at this time of year we are running out of decent weather. Nelson stated that the difference between the two quotes is the second one is much more detailed on what they were going to do. She stated that they put in the quote "as close to original condition as possible". She stated that she feels that this is what they want to aim for. Cavanaugh stated that as long as it is safe and looks good I think we can wait. Nelson stated that it is safe. She stated that she agrees with Gadomski that \$21,000.00 is a lot to encumber right now. Leach stated that they need to wait. Nelson stated that they could re-discuss it when it was time to decide if they want to put this into a warrant article in December or January. Anderson stated that they had decided to go with the quote for \$7,500.00. Nelson stated that if it was still \$7,500.00 it still might be viable but it is not. Cavanaugh asked what the \$7,000.00 estimate she was looking at on the new quote. Nelson stated that it is the payment schedule for the full \$21,000.00 price. She stated that they need to keep in mind that there is plenty of work out there. She stated that Town Water and Sewer have had to raise salaries to bring in qualified people to do the work. She stated that this is one of the down sides of a good economy and the unemployment rate at what it is. Gadomski stated that in all of the trades it is difficult to get people in because they all have too much work.

8. Financial Update:

8.1 2018-2019 Budget Update: Krauss stated that she had added a memo in the Board packet because at the last meeting Leach had stated that she would like an explanation as to things that have happened to take to the Budget Committee. She stated that we did encumber items such as transportation, audit, after school transportation, trash removal and the SAU assessment. She stated that these are things that we know we are going to spend. She stated that she did receive the Marshwood Tuition Bill this week and MacDonald is working on it to look at the kids that we were billed for and costing it out. She stated that in the next report it would be included. Nelson asked if this was the Special Education billing. Krauss stated it was both tuition billings. Nelson asked if these were received monthly. Krauss stated they were. She stated that she will encumber the whole year based on the kids on this bill and then adjust it each month as kids change. She stated that she has not done Special Education transportation yet as she is awaiting figures from Special Education and MacDonald on that. She stated that

hopefully by next meeting she'll have these as this is one area she is concerned about as last year we were over by quite a bit. She stated that as far as revenue goes we did receive the \$25,000.00 reimbursement from the Preservation Alliance. She stated that since the expense occurred in the prior year we have to recognize this as other revenue. She stated that they did receive the revised estimates from the State. She stated that there was a drop in Adequacy Aid of \$16,000.00. She stated that Kindergarten Aid came in after the budget was prepared last year and we are getting \$25,600.00. She stated that these offset each other so you are actually getting \$10,000.00 more than you thought. Nelson asked if we know why the Adequacy Aid dropped. She stated that she knows there are about 15 things that impact this. Krauss stated that she has all the factors that it is based on and her repost did not make it into the packet but she will get it to the Board. Nelson asked if this may change again by the end of the year since it is just an estimate. Gadomski stated that the estimate comes out pretty close. Anderson asked if the minus \$1,600.00 was not in there yet. Krauss stated that it was not because the tax rate has not been set yet. She stated that what will happen is that the DRA will call her and say that these are your revised revenues and then we will adjust those revenues and then they will be in the budget. Nelson stated that this usually happens in November. Krauss stated that they did receive notice on October 4th that we were approved to receive the Public Infrastructure Funding which is not to exceed \$50,794.00. She stated that again, because Rollinsford paid for these items last year, this will come in as other revenue. She stated that part of this process is that the Board needs to sign an affidavit stating that we spent the money and that the project is complete. She stated she had prepared this and it is all set for the Board to sign. She stated that she has all the invoices for the Board to look over. She stated that this covered 80% of the cost of the projects. She stated that Rollinsford's portion was \$12, 698.44.

8.2 Budget Timeline Draft: Gadomski stated that the Budget Timeline had been finalized. He stated that they had adjusted it according to the discussion held at the last meeting. Nelson stated that we, as a Board, decided when we would hold the deliberative session. She stated that she thinks the School District Moderator gets to weigh in on this. She stated that we did not find out if he's available nor did we check with the Town Clerk and also the Budget Committee should be made aware. Leach stated that the next Budget Committee Meeting was October 24th. Krauss asked if she could reach out to the Moderator and the Clerk to make sure they are available. Nelson stated that she would do it and copy Krauss in an email. She asked Leach to reach out to the Budget Committee on the 24th also. Krauss stated that perhaps they should approve the Budget Timeline pending that the others are available since they will not meet again until November 8th. Anderson made a motion seconded by Kunz to accept the Budget Timeline pending approval of the Town Moderator and Town Clerk. VOTE: motion passed, unanimously. Krauss stated that they need to get legal counsel for the meeting and they fill up fast. Nelson stated that she did have a question about the School Board services expenditure of \$ 3,259.30. Krauss stated that was the NH School Boards Association dues.

9. New Business: None

10. Old Business:

10.1 Community Connections: FAQ: Cavanaugh stated that this had been covered earlier. She stated they had the interview questions and responses and we will proceed on writing up some profiles on our Administrative Staff to share with parents.

11. Future Meeting Dates/Suggested Agenda Items:

- **October 17, 2018- Rollinsford/Somersworth Policy Committee Meeting-5:30 PM**
- **November 8, 2018- Rollinsford School Board Meeting-6:30 PM-Rollinsford Grade School**

- **November 12, 2018-SAU 56 Joint Board Meeting-6:30 PM- Mulligan’s Grill CTC**
- **December 13, 2018-Rollinsford School Board Meeting-6:30 PM-Rollinsford Grade School**

12. School Events: None

13. Closing Comments:

13.1 Visitors: None

13.2 Board Members: None

14. Non Public: A motion made by Kunz seconded by Leach to exit into nonpublic session in accordance with Chapter 91-A:3 II (b) personnel and (e) Negotiations. Vote: motion passed, unanimously. Exited into nonpublic session at 7:35 pm. A motion made by Cavanaugh seconded by Leach to exit out of nonpublic session. VOTE: motion passed unanimously. Exited out of nonpublic at 8:17 pm.

A motion made by Nelson seconded by Cavanaugh to declare that a critical shortage exists with the school district in the area of Physical Education. VOTE: motion passed, unanimously

A motion made by Leach seconded by Anderson to accept the letter of intent to retire of Deborah Nichols and to accept the letter of intent to retire from Rebecca Wright, both effective at the end of the 2018-19 school year, and to pay both of them their retirement payouts in July, 2019. VOTE: motion passed, unanimously.

15. Adjournment: A motion made by Leach seconded by Anderson to adjourn. VOTE: motion passed, unanimously. Meeting adjourned at 8:19 pm.

Melinda Sullivan
Board Secretary

Pending Board Approval