

LITCHFIELD SCHOOL DISTRICT

Our mission is to provide rigorous and varied educational opportunities that challenge and engage all students to attain their highest level of intellectual, social, physical, and emotional growth. (2007)

LITCHFIELD SCHOOL BOARD
SCHOOL ADMINISTRATIVE UNIT NO. 27
Litchfield, New Hampshire 03052

Approved Minutes for November 30, 2016

In Attendance: Brian Bourque, Chair
Derek Barka, Vice Chair (*excused*)
Janine Lepore, Board Member (*excused*)
Christina Harrison, Board Member
Paula Izbicki, Board Member
James L. O'Neill, Superintendent
Frank Markiewicz, Business Administrator
Michele E. Flynn, Administrative Assistant

(Agenda items may not be in the order in which they were addressed.)

I. PUBLIC SESSION

6:00 p.m.

A. Call to Order

Mr. Bourque called the meeting to order at 6:00 p.m.

B. Pledge of Allegiance

C. Review & Revision of Agenda

There were no revisions to the agenda.

D. Summary of Non-Public Actions from: November 16, 2016:

Mrs. Lepore made a motion to approve the non-public minutes of November 2, 2016. Mrs. Izbicki seconded. The motion carried 4-0-0.

E. Presentations & Recognitions

There were no presentations or recognitions.

F. Correspondence

Mr. Bourque mentioned that correspondence was received in the form of requests for information from the Budget Committee.

G. Approval of Draft Minutes:

- Public Session November 16, 2016

Mrs. Izbicki made a motion to approve the public minutes of November 16, 2016 as written. Mrs. Harrison seconded. The motion carried 3-0-0.

H. Community Forum

There was no public input.

I. Superintendent's Comments

Mr. O'Neill commented the district and community are proud of the CHS band who have traveled to Hawaii to participate in a once in a lifetime presentation. He wished them the best.

II. REPORTS

A. School Board Comments

Mr. Bourque provided an update on the Litchfield Support Staff negotiations. He reported that after two months of negotiations they have come to impasse and will go to mediation. He indicated the mediator will look at both sides and decide where the two sides are and could be and present his/her recommendation. Mr. Bourque provided some highlights from the negotiations:

*Litchfield School Board Meeting 11-30-16
Approved 12-14-16*

LITCHFIELD SCHOOL DISTRICT

Our mission is to provide rigorous and varied educational opportunities that challenge and engage all students to attain their highest level of intellectual, social, physical, and emotional growth. (2007)

The LSS asked for:

- a Salaries and Benefits increase for 120 employees which totaled \$2M;
- all employees working 30 hours to receive health insurance;
- additional longevity payments;
- additional holiday pay;
- equalized pay;
- life insurance for part time and full time employees;
- the Board to agree not to outsource any type of custodial or grounds work;
- free lunch for monitors, food service staff and custodial staff.

Mr. Bourque commented that the LSS relented some of the \$2M in requests. He indicated we will know more when we have the fact-finding results.

Mrs. Harrison commented she regrets not being able to come to an agreement. She indicated we were close and the final proposal was reasonable. She noted we took into consideration what the taxpayers could afford and would approve on the ballot.

Mr. Bourque commented anyone who is employed and has insurance realizes the cost is increasing and presently the employee is paying more. He indicated the insurance for this bargaining group increased 9% last year and 9.5% this year and they are still paying the same contribution. He noted that he wanted to change that by asking them to pay a little more, but there was not much agreement.

B. Business & Finance Report:

- FY18 Default Budget

Mr. Markiewicz provided the first draft of the FY18 Default Budget to the Board. He indicated it is a snapshot of adjustments to the budget. He reported:

- two of the largest areas will come in salaries and benefits as we have to adjust for the 9.5% increase;
- the NH Retirement System has increased significantly. He commented we are obligated to pay for retirement;
- reductions in salaries reflects severance buyouts and grade changes;
- large contractual obligation for technology.

Mr. Markiewicz indicated that this time the draft default budget is \$565,723 less than the recommended budget. He noted this is the first draft and will bring the default budget back for the next meeting.

Mr. O'Neill reported that a special education students just came into the district and we will be asking to increase that line by \$106,000.

- Draft Warrant Articles

Mr. Markiewicz provided a draft of the warrant articles for 2017-2018 to the Board. He indicated that a vote was not required at this time.

The Board reviewed the warrant articles, which will be revisited at the next meeting.

- Transportation: Bus Counts

Mr. Markiewicz provided Litchfield bus ridership counts to the Board. He indicated the results reflect that counts drop in some buses considerably, especially at the high school level. LMS Bus 1 counts are very high, but we may be able to modify the route. He commented we will continue to collect data throughout the year and see where to consolidate the routes.

Mrs. Harrison commented that she understood we asked them to lighten the load on the LMS bus.

LITCHFIELD SCHOOL DISTRICT

Our mission is to provide rigorous and varied educational opportunities that challenge and engage all students to attain their highest level of intellectual, social, physical, and emotional growth. (2007)

Mr. Markiewicz indicated we did ask and will put in a request. He noted that we will be mapping the routes. He cautioned as you modify the routes you have to be careful not to create a problem on another route. He commented these routes have not been changed much over the years.

Mrs. Harrison commented she would like to look at those sooner rather than later. She indicated 60 middle school students on one bus with backpacks and instruments is tight. Mr. Bourque commented that the students may also have sports equipment, which takes up a lot of room.

Mr. Markiewicz commented that is the type of feedback we need. He indicated we can ask the bus company to look at that and report back.

C. Committee Reports

- Budget Committee

Mrs. Izbicki reported the Budget Committee met and reviewed the Curriculum budget, HR budget and Salaries & Benefits budget. She indicated there were discussions about the questions that were answered. She noted this week the Budget Committee will be reviewing CHS, Buildings and Grounds, and Food Service. She commented they will be voting on Curriculum, HR, and Salaries and Benefits.

III. OLD OR UNFINISHED BUSINESS

A. Policies:

- 1st Reading:
 - IIAE Acceptable Use Policy

Mrs. Harrison made a motion to approve the Acceptable Use policy for a 1st Reading. Mrs. Izbicki seconded. The motion carried 3-0-0.

- 2nd Reading:
 - Concussions and Head Injuries, School Athletics JLCJ

Mrs. Harrison made a motion to approve the Concussions and Head Injuries policy. Mrs. Izbicki seconded. The motion carried 3-0-0.

- Concussions and Head Injuries JLCJA

Mrs. Harrison made a motion to approve the Concussions and Head Injuries for School Athletics policy. Mrs. Izbicki seconded. The motion carried 3-0-0.

IV. MANIFEST

The manifest was circulated and signed by the Board.

Mr. Bourque announced that the School Board changed the meeting from December 7 to this evening to accommodate negotiations scheduled on December 7.

V. PUBLIC INPUT

A. Community Forum

There was no public input.

VI. NON-PUBLIC SESSION: RSA 91-A:3II (a-c)

[Minutes of Non-Public Session are written under separate cover.]

Upon a motion by Mrs. Harrison, the Board entered into non-public session at 6:35 p.m. under RSA 91-A:3II (a) The dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted. (b) The hiring of any person as a public employee. (c) Matters, which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting. Mrs. Izbicki seconded. The motion carried by roll call vote: Mr. Bourque, yes; Mrs. Lepore, yes; Mrs. Harrison, yes; Mrs. Izbicki, yes.

LITCHFIELD SCHOOL DISTRICT

Our mission is to provide rigorous and varied educational opportunities that challenge and engage all students to attain their highest level of intellectual, social, physical, and emotional growth. (2007)

(Mrs. Lepore arrived at the beginning of non-public session)

VII. RETURN TO PUBLIC SESSION

Upon a motion by Mrs. Harrison, the Board returned to public session at 7:35 p.m. Mrs. Izbicki seconded. The motion carried by roll call vote: Mr. Bourque, yes; Mrs. Lepore, yes; Mrs. Harrison, yes; Mrs. Izbicki, yes.

VIII. ADJOURN

Mrs. Lepore made a motion to adjourn at 7:36 p.m. Mrs. Izbicki seconded. The motion carried

Respectfully submitted,

Michele E. Flynn
Administrative Assistant to the School Board