

## HUDSON SCHOOL DISTRICT

Hudson School Board Meeting

January 25, 2010

Approved Minutes

- Present        Mr. Gary Rodgers, Chairman  
                  Mr. Lee Lavoie, Vice Chairman  
                  Mr. Richard Nolan  
                  Mrs. Laura Bisson  
                  Mrs. Patty Langlais  
                  Ms. Mary Ellen Ormond, Asst. Superintendent  
                  Dr. Irene Sousa, Director of Special Services  
                  Mr. Normand Sanborn, Business Administrator
- A.        **Call to Order:** Mr. Gary Rodgers, Board Chairman, called the meeting to order and led the audience in the Pledge of Allegiance at 6:30 pm.  
                  Ms. Ormond filled in for Mr. Bell.
- B.        **Public Input**  
                  Leo Benard, 3 Bungalow Ave.  
                  Requested the Board add dates for mid-terms and finals to the district calendar for the crossing guards.
- C.        **Requests of the Board**  
                  DECA fieldtrip – Ms. Ormond addressed the board. Overnight trip, students will miss two days of school. This is the state competition and will be held in Nashua. *Mr. Nolan moved to approve the overnight trip request to Nashua for the State competition second by Mrs. Bisson. Motion passes 5-0.*
- D.        **Presentations to the Board**  
                  Paul Inderbitzen – Moderator.  
                  Deliberative will be held on Saturday, at Hudson Community center. 5 warrant articles and one petition warrant article. Requested audio-visual presentations ahead of time to prepare. Honor guard will be present and the National Anthem will be sung.  
                  Warrant1 presented by Rich, Warrant 2 presented by Laura, Warrant 3 presented by Gary, Warrant 4 presented by Lee, Warrant 5 presented by Patty.

Cell Tower – Mr. Sanborn addressed the board. Request permission explore the possibility of building a cell tower in the wooded area across from Alvirne. Jack Barringer (aquisition manager for Clearwire) addressed the board. This tower will bring wireless network to the area – WI-MAX network. This tower will blend into its surroundings no visual impact. This tower will be built; others could potentially add antennas to this tower. Clearwire will pay the district rent of \$1500 per month and will have a lease for four to five years. The closest residential structure is roughly 300 yards away. Roadwork improvements will probably have to be done. Would like to start building tower in April. A public hearing on this matter will be held on February 15.

Career and Technical Education Center – Mr. Alukonis addressed the board. Overview on the financial study of the CTE center. There is no wrong doing going on. The district would like to enhance the center. Need policies and procedures.

The center has a two million dollar budget and has other sources of income as well – federal funds, trustees, child care, horticulture, Adult Ed. Checker, Bronco Barn, Vet program. Would like to increase financial integrity of the center.

Reviewed – Collecting information, Cash flow, Policies, Budget information, credit accounts, general workings of the center.

How the center currently uses MUNIS. Have interviewed staff members and researched other voc. centers.

Observations :

Need to create policies and procedures, professional development for the staff, Lack of data being distributed, everybody is using a different spreadsheet lots of numbers overlapping, nothing is uniform. The daycare teacher is responsible for collecting tuition as well as supervising children and teaching students. Should not be her job to collect funds.

CTE is a school within a school, with its own staff but does not have just one person working on financials. Currently Leslie Reven is doing this. Need to find a reasonable alternative.

Structural issues – State competencies, money handling as part of academics, quick access to funds (Petty cash), change structure of revolving funds.

Policies, discussions – Information is not given to people in charge of various areas Horticulture, building trades, store, checkers etc. Don't know how much money is being made in each area. Utilize a PO system, Format for distribution, format for deposits, district credit cards, acceptance of credit cards, how to use credit accounts, Point of Service registers, cash over, cash short.

As of yet no policies have been changed, practices need to be fine tuned more.

Action items – Mr. Nolan addressed the board

- Be sure someone isn't suffering from overload
- Child care teacher should not be responsible for collecting funds

These items should be taken care of immediately.

Will write up a proposal for the 2<sup>nd</sup> meeting in February.

**E. Reports to the Board**

Assistant Superintendent's Report

Ms. Ormond addressed the board. The district is currently putting together the annual report. Mr. Lavoie suggested dedicating the report to Charlie O'Donohue.

Superintendent is doing well. He is anxious to return but is being cautious about moving to quickly.

*Mr. Lavoie moved to dedicate the annual report to Charlie O'Donohue second by Mr. Nolan. Motion passes 5-0.*

Business Administrator's Report – Mr. Sanborn addressed the board.

Received the draft audit, was late getting to the district, but will be included in annual report.

Truck – Moving ahead with this, will be coming back to the board with a recommendation at next meeting.

**F. Committee Reports**

Budget Committee – Mr. Nolan addressed the board. Last meeting signed all documents (only lasted 7 minutes).

Dropout Committee – Mrs. Bisson addressed the board. Met with Mary Ellen last Thursday – introduction meeting talked about causes and solutions. Will move ahead, work as a team. Next meeting February 4 from 12 to 3:30. AHS school resource officer asked to join committee up to 21 participants.

**G. Correspondence**

Staff request – Defer, need to discuss in non-public.

Life Safety Fire prevention Inspection reports – Mr. Sanborn addressed the board. Some issues can be handled by the principal's request – small items non mechanical.

Enrollment – Student count is up at the high school but down at the middle school eventually will even out. Bubble is moving through right now.

School Reports – For information only.

December Financial report – Fund balance \$327,000. Doing OK will continue to watch our expenditures.

Student Representative Report to the board – resignation.

*Mr. Nolan moved to accept the resignation of Matt Haeffner second by Mrs. Bisson. Motion passes 5-0.*

Thank you note – for your information. From Eileen Beals

Staff resignation – Lisa Swanner, January 22, 2010.

Was a full time nurse at NHW and was sent to Health Occupations which was only part time. Has now found a full time position. Will use the nurse from the adult daycare in health Occupations for the remainder of the year.

*Mr. Nolan moved to accept the resignation of Lisa Swanner second by Mrs. Bisson. Motion passes 5-0.*

## **H. Recommended Action**

### 1. Business Affairs - Minutes - Recommended Action:

Draft Minutes –  
November 30, 2009

*Mr. Nolan moved to accept the draft minutes of November 30 as presented second by Mrs. Bisson. Motion passes 5-0.*

December 14, 2009

*Mrs. Bisson moved to accept the draft minutes of December 14 as presented second by Mr. Nolan. Motion passes 5-0.*

January 4, 2010

*Mrs. Langlais moved to accept the draft minutes of January 4 as presented second by Mrs. Bisson. Motion passes 5-0.*

### 2. Manifests - Recommended Action:

Manifests are available to be signed.

## **I. Old Business**

Budget Transfer SB #29-31 (first reading) Health insurance. No action needed.

Budget Transfer SB #34 (first reading) health insurance increases. No action needed.

Budget Transfer SB #35 (first reading) small stipend for extra duty - **Defer**

Budget Transfer SB #36 (first reading) **Defer**

## **J. New Business**

Assign Warrant Articles for presentation – as presented

2010-2011 school calendar

*Mrs. Bisson moved to approve the 2010-2011 school calendar as presented with the additions of mid terms and finals dates second by Mrs. Langlais. Motion passes 5-0*

Contract for Adult Daycare Services

*Mrs. Bisson moved to approve the adult daycare services contract as presented second by Mr. Nolan. Motion passes 5-0.*

Contract with PAETEC

Mr. Sanborn addressed the board. Better data services with a substantial savings – 3 yr agreement. The board requested a plan to see when they will be rid of T1 lines.

*Mr. Lavoie moved that the Hudson School District will enter into a 3 year contract with PAETEC (internet services) second by Mr. Nolan. Motion passes 5-0.*

*Mrs. Bisson moved that the Hudson School District enter into a 3 year contract with Comcast for telephone and internet second by Mrs. Langlais. Motion passes 5-0.*

Will not be getting rid of land lines, will be supported by Comcast lines. All services will go up dramatically.

Nomination – Nancy Burnett

*Mr. Nolan moved to accept the nomination of Nancy Burnett and elect Nancy long term sub at a salary of \$25,524 second by Mrs. Langlais. Motion passes 5-0.*

K. Board Member Comments:

Mr. Lavoie – Snowball Dance Friday night 6:30 – 9 at HO Smith and 7-9 at HMS. Each dance will be free to students if parents attend an informational meeting.

Mrs. Bisson – Mary Ellen has risen to this challenge

Good Luck Matt.

School Flyers – can not be sent home due to a lawsuit – set the record straight.

Mrs. Langlais – Deliberative Saturday

Mr. Nolan – No comments

Mr. Rodgers – Deliberative Saturday, Request to Lee (Cable Comm.) When does contract end – July 2011, will renegotiate. Live feed at access center.

**L. Non-Public Session:**

*moved to enter Non-Public session at pm under RSA91-A: 3I (C) second by Chairman called for a roll call vote. Mrs. Langlais – Yes, Mrs. Bisson- Yes, Mr. Lavoie-Yes, Mr. Nolan – Yes, Mr. Rodgers – Yes. Motion passes 5-0. Enter Non-Public at 8:40 pm. The Board discussed two student matters and one staff matter but did not take any formal action. Motion to exit non-public by Mr. Nolan, second by Mr. Lavoie. Roll call vote; Mrs. Bisson – yes, Mrs. Langlais – yes, Mr. Lavoie – yes, Mr. Nolan- yes, Mr. Rodgers – yes. Board exited non-public at 9:25.*

**M. Adjourn:**

Motion to adjourn meeting by Mrs. Langlais and second by Mr. Nolan. Motion passes 5-0 Board meeting ends at 9:26.

Respectfully submitted,

Dotty Murray