

**SCHOOL ADMINISTRATIVE UNIT NO. 12**  
**Office of the Superintendent of Schools**  
**Londonderry, New Hampshire 03053**

5 A concurrent meeting of the School Administrative Unit No. 12 School Board and the Londonderry School District School Board was held on **Tuesday, March 15, 2016** at 7:00PM at the Londonderry Town Office, Moose Hill Conference Room, 268B Mammoth Road, Londonderry, NH. In attendance were School Board members: Mrs. Hendricks, Mrs. Reilly, Mr. Lekas, Mr. Young, and Mrs. Ganem,. Also in attendance were Superintendent, Mr. Greenberg, Business Administrator, Mr. Curro and School Board Secretary, Lisa Muse

10 **1. Call To Order:** The meeting was called to order at 7:00PM by Mr. Greenberg.

**2. Pledge of Allegiance:** The Pledge of Allegiance was led by Caitlin Shapleigh, Claire Tighe, Mr. Parent and Mr. Zacchilli.

15 **3. Reorganization:** Mr. Greenberg ran the meeting until the election of the new Chairperson. Mr. Greenberg explained the nomination and the election process.

**3.1 Election**

20 **a. Chairperson:** *Mrs. Reilly nominated Mrs. Hendricks to be the new Chairperson, Mrs. Ganem seconded the motion. Motion passed 4-1-0.*

**b. Vice Chair:** *Mr. Young nominated Mrs. Reilly for the new Vice Chair. Mrs. Ganem seconded the motion. Motion passed 4-1-0.*

**3.2 Appointments**

25 **a. Attendance Officer – SRO Coordinator Brad Warriner:** *Mrs. Reilly made the motion to accept Brad Warriner as the Attendance Office – SRO Coordinator. Mr. Lekas seconded the motion. Motion passed 5-0-0.*

**b. School Board Secretary – Lisa Muse:** *Mr. Young made the motion to accept Lisa Muse as the School Board Secretary. Mrs. Reilly seconded the motion. Motion passed 5-0-0.*

30 **3.3 Re-adoption of Policies:** *Mrs. Reilly made the motion for the Re-adoption of Policies. Mr. Young seconded the motion and mentioned that the policies are available at [www.londonderry.org](http://www.londonderry.org) in PDF file. Motion passed 5-0-0.*

35 **3.4 Re-adoption of Policy CI:** This policy is for the temporary administrative arrangements policy. We adopt this policy so if Mr. Greenberg is out of the district the next person in command would be in charge. *Mrs. Reilly made the motion to accept the Re-adoption Policy C. Mrs. Ganem seconded the motion. Motion passed 5-0-0.*

**3.5 Re-adoption of Investment Policy DFA:** *Mrs. Reilly made the motion to accept the Re-adoption of Investment Policy DFA. Mr. Young seconded the motion. Motion passed 5-0-0.*

40 **4. Questions, Announcements and Presentations:** Mrs. Hendricks recognized Mr. Laferriere and thanked him for his service to the School Board. She mentioned that all the articles passed at the voting and thanked the public for their support. Mrs. Hendricks welcomed Mrs. Ganem to the School Board. Mr. Young announced that this is woman's history month and we have the first women majority in Londonderry history.

45 **4.1 Recognition of Caitlin Shapleigh named one of New Hampshire's Top Two Youth Volunteers of 2016:** Mr. Zacchilli introduced Caitlin Shapleigh. She was named this as part of the Prudential Spirit of Community Award, a nationwide program honoring young people for outstanding acts of volunteerism. She will receive \$1000 and an engraved silver medallion and an all-expense paid trip to Washington DC for four days. Many congratulatory letters have been received including from the President of United States, Senators, Congressmen and women. A gift is presented to Caitlin from the School Board.

50 **4.2 Recognition of Claire Tighe, a candidate in the 2016 U.S. Presidential Scholars Program:** Mr. Parent introduced Claire Tighe and mentioned she was one of the top 7,000 scores of the 1.5 million students who took the PSAT. 161 students are named for seniors. It is for excellence in education and greatness of high potential. A gift is presented to Caitlin from the School Board.

**4.3 Recognition of Valerie Nelson named New Hampshire Choreographer of the Year: Mr.**

Parent introduced Mrs. Nelson and mentioned it is her fourth win – most of any person. She is presently working on Shrek that will be performed in April. An Edible Arrangement was presented from the School Board.

**4.4 Facilities Report – Dr. Mark Joyce and Facilities Study Committee Members: Also in**

5 **attendance were Dr. Carl Ladd, Dr. Richard Ayers and Mr. Keith Burke.** The group performed a demographic analysis and a detailed look at each school facility. They looked at future trends and enrollment. They thanked the school staff, principals and students. They felt this is the best organized, from the school side, that they have experienced. Every building is clean and maintained by employees and students. They complement the student, staff and community. There has been updated information provided since the enrollment projections were done in October. Dr. Joyce detailed the steps of the process: looked at demographics of community and there is a decline in student population and town population. They looked at the number of births which shows a slight decline over time. This community is not declining sharply. They looked at building permits vs enrollment. The biggest development is 500 units, but these are not built or occupied yet. Growth is beginning to return to the 2007 size in all the surrounding three towns. Recent numbers show an increase in numbers in enrollment since October. October 1<sup>st</sup> is the uniform reporting date for all schools in New Hampshire. In regard to the facilities, they met with leaders and then toured multiple times. Looked at areas of weakness and didn't find that in any school. They looked at educational capacity at each school. Table 4 and Table 5 compared using Londonderry Class Sizes and using NH Class Guidelines. They asked employees to fill out anonymous surveys. At the end of the report it detailed observations and recommendations and Dr. Joyce went over these. They recommended upgrading WIFI access in all schools. They recommended considering building an auditorium at the High School campus. They felt Londonderry's size could support this facility. They recommended looking for available land to build another elementary school or convert Moose Hill and enlarge. They looked at possible redistricting of schools. Report detailed map showing where the regions are located and it depicts areas of overlap. These maps show the impact of new developments. They looked at moving toward full day kindergarten and this would help reduce daycare issues that half day programs make. They would probably have to put the kindergarten in all the elementary schools because Moose Hill can't take all the students for full day. Mrs. Hendricks thanked them for the report. Mr. Young inquired about the extra space and making it a full day kindergarten when he felt if there is extra space the schools should be mothballed. The State required that we offer kindergarten, but the student doesn't need to attend til first grade. Mrs. Reilly mentioned that in the past they have looked at the costs of mothballing a school and then opening the school back up. The recommendations provided by the study are in priority order. Mr. Greenberg felt that the report gave a lot of details to look at and to work off of. Mr. Young talked about Woodmont and about the area of Route 93. He mentioned it would be great to have a school in that area of the community. Mr. Young asked about the states funding plan for an auditorium. Dr. Joyce mentioned that they are currently on the sixth year of a moratorium on school construction aide. To have an auditorium would open tremendous opportunities. Mr. Curro doesn't believe the current formula for building aide for an auditorium would be acceptable. Dr. Joyce said if it's inside the total square footage cost for the type of school it would be funded. You can't get a high school project through for a school, but if it exceeds 180 square feet per student and if it's inside that 180 square feet per student and you have sufficient classroom, gym and auditorium space it would be funded. However, going forward by itself it would not rate a priority. Mrs. Hendricks talked about the declining enrollment and the reduction in force and the overcrowding. Mrs. Hendricks asked about the limited meeting space at the middle school. Mrs. Ganem thanked the voters for supporting the WIFI addition. Mr. Greenberg thanked the team for all the work and the information provided.

5. **Consent Agenda: Mrs. Reilly made a motion to accept the Consent Agenda. Mr. Young seconded the motion. Motion passed 5-0-0.**

**5.1 Retirement(s):**

<b>Laurie Donnelly</b>	<b>Teacher</b>	<b>High School</b>
<b>Judy Duval</b>	<b>Teacher</b>	<b>South School</b>
<b>Lynne Jackson</b>	<b>Library Media</b>	<b>High School</b>
<b>Susan Trammell</b>	<b>Teacher</b>	<b>High School</b>

**5.2 Resignation(s):**

<b>Gail Butterfield</b>	<b>Office Assistant</b>	<b>High School</b>
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	<b>Bridget Cappannari</b>	<b>Teacher</b>	<b>Matthew Thornton</b>
	<b>James Parolisi</b>	<b>SPED Assistant</b>	<b>High School</b>
5.3	<b>Minutes:</b>	<b>February 16 and March 3, 2016</b>	
5.4	<b>Meetings:</b>		
5	<b>April 5, 2016 7:00PM</b>	<b>Regular Meeting</b>	<b>Town Offices</b>
	<b>April 19, 2016 7:00PM</b>	<b>Regular Meeting</b>	<b>Town Offices</b>

**\*Based on approval of Board Meeting Schedule below (7.1)**

**6. Committee Reports**

**6.1 Student Council – Olivia Caruso: NONE**

**6.2 Teacher Liaison – Stella Skoropowski: South School:** The South School Drama Club is pleased and proud to announce their upcoming performances of Annie Jr. at the end of the month. Fifty students and more than a dozen staff members have been working hard since October creating the sets and costumes, learning the songs, perfecting the choreography and memorizing lines. The performances will be at South School in the MPR. Dress rehearsals will be held during the school day on Wednesday, March 30 at 1:30PM for grades 1 and 2, and Thursday, March 31 at 1:30PM for grades 3, 4 and 5. Evening performances are at 7PM on Thursday, March 31 and Friday, April 1. The students have done an outstanding job in preparing for their roles. All are welcome to come and see South School 4th and 5th graders shine! **Matthew Thornton:** March is Youth Art Month. In celebration, Londonderry's Elementary Art Educators at MT, North and South Schools have chosen students art work to exhibit at the Department of Education in Concord, NH. The work will be up for the month of April. Matthew Thornton, North and South are also participating in the NH Art Educations Association's (NHAEA) state wide Youth Art Month exhibition at Plymouth State University. Each school has selected three of their students to be honored. These students and their families are invited to a reception on Sunday March 13th to view their work. The festivities include a tour of the university practical arts auditorium building, gallery, and theatre where their work is exhibited. Matthew Thornton School honorees are: 4th graders Tim Desmarais and Kelsey Demboski and 2nd grader Jaime Nease. The district wide artwork is also being selected and compiled by art educators for this year's Art Annual publication which will be out in May. **Middle School:** This weekend Friday at 7:00 and Saturday at 1:00 and 7:00 is the Middle School Drama Club production of Guys and Dolls Jr. All are invited to attend. **High School:** LHS Drama Club is performing Shrek the Musical April 14, 15, and 16. Tickets are on sale by calling Mrs. Nelson at the high school

**6.3 School Board Liaison Reports:** Mrs. Hendricks attended the C3 meeting on March 9th on technology in the classroom that provided to special need students. There were presentations and Karen Tavilla presented some of the software that helps students in the District. Next meeting is May 11th at 4:00 at the LHS library.

**7. Deliberations**

**7.1 To see what action(s) the Board will take regarding the proposed School Board Meeting Schedule April 2016 through July 2016:** Mr. Greenberg went through the recommended Board meeting dates of 4/5, 4/19, 5/3, 5/17, 6/7, 6/21 and 7/12. **Mrs. Reilly made a motion to accept the proposed School Board Meeting Schedule April 2016 through July 2016. Mr. Young seconded the motion. Motion passed 5-0-0.**

**7.2 To see what action(s) the Board will take regarding the approval for a Lease Purchase of 2 Mini Buses: Peter Curro:** The District has three activity buses and he would like to replace the original two that were purchased used. They are all 2006 Chevy vans. The money is in current budget that was approved. The maintenance costs are creeping up and they are breaking down more frequently. The maintenance costs were \$14,000 and this year presently they are just under \$4,000. At the end of the school year, we turn the vans over to Tires Too and they go through and all issues are fixed. We use these buses for a variety of events and provide us flexibility. Events include: transporting athletic events for small teams, transporting students to/from Alvirne High School, student clubs to conferences and community events. STA has provided their trainer and we train about 20 faculty/staff to be certified. Because they are not student buses the training is much lower. Coaches and special ed teachers are trained and they use the buses for a variety of events. The third bus is a 2006 Chevy bus and most likely in the 2018 budget we will be looking to change. The first two buses are more dedicated to the athletic department and get more usage. The budget when built was built on purchasing two slightly used activity

buses. Mr. Sobolov and Mr. Curro have been looking for about eight months and cannot find a single van because the universities grab them quickly. Mr. Curro reached out to STA Greg Stinson and asked if he could find one and he couldn't, but through his buying power they have two new ones for \$49,701. Mr. Curro would like to do a five year lease purchase through MLC. He is looking for the Board to accept the five year lease arrangement for the two buses and most likely to replace the third one next year. Mr. Young asked at the end of the five years what would be the mileage and life. Mr. Curro said he hoped we have these no less than 10 years. The five year lease proposal provides an annual payment of \$21,475 for the two buses at a price of just under \$50,000 each. Financing would add \$7,500 approximately. The rate would be locked in tomorrow. ***Mr. Young made the motion and asked for the Business Administrator to negotiate the best price possible for the purchase of two activity buses as described in the lease/purchase mini bus document dated 3/11/2016 not to exceed an annual payment of \$21, 475 which would be \$50,000 for each bus and the cost of the monies at \$7,500. Mrs. Reilly seconded the motion. The motion passed 5-0-0.***

**8. Superintendent's Report**

**8.1 February Enrollment Report – Nate Greenberg:** As of February 29<sup>th</sup>, 2016 enrollment was 4412 compared to 4408 last year. Enrollment is down 23 from January. Bulk was at the High School where 23 students shifted to adult ed.

Mrs. Hendricks mentioned that in the packet are the school board liaisons and if interested, please email her and this will be reviewed at the next meeting.

Mr. Reed Clark was very happy that an auditorium could someday be part of the school.

**9. Non-Public Session**

**Non-Public Session requested under RSA 91-A:3, Section II (b) and (c). Please see attached Confidential Memorandum. Mr. Young made a motion to move into non-public session requested under RSA 91-A:3, Section II (b) and (c). Mrs. Reilly seconded the motion. Motion passed by roll call vote.**

**10. Adjournment**

Public meeting was adjourned at 8:36PM.

Respectfully submitted,

Lisa Muse  
School Board Secretary

Londonderry School Board  
Non-Public Minutes  
Tuesday, March 15, 2016

5 PRESENT: Board Members: Mrs. Hendricks, Mrs. Reilly, Mr. Young, Mr. Lekas and  
Mrs. Ganem  
Superintendent of Schools: Mr. Greenberg  
Assistant Superintendent: Mr. Laliberte  
Director of Business Administration: Mr. Curro  
10 Director of Human Resources: Mrs. Swenson  
Director of Pupil Services: Mrs. Carpinone

15 Mr. Young moved, seconded by Mrs. Reilly and passed unanimously (5-0) to enter non-public  
session under RSA 91-A:3, Section II (b) and (c) at 8:37PM..

Discussed a student specific issue

Mrs. Carpinone exited the meeting at 9:09PM

20 Mr. Young moved, seconded by Mrs. Reilly and passed unanimously (5-0) to approve  
administration's recommendation for a computer support specialist nomination

25 Mrs. Reilly moved, seconded by Mrs. Ganem and passed unanimously (5-0) to approve  
administration's recommendation for a custodial nomination

Mr. Young moved, seconded by Mrs. Ganem and passed unanimously (5-0) to approve  
administration's recommendation for a leave of absence request

30 Mrs. Reilly moved, seconded by Mrs. Ganem and passed unanimously (5-0) to exit non-public  
session at 9:13PM.

Mr. Young moved, seconded by Mrs. Ganem and passed unanimously (5-0) to adjourn public  
session at 9:14PM.

35 Respectfully submitted,

40 Nathan S. Greenberg  
Superintendent of Schools