

**FREMONT SCHOOL DISTRICT  
School Board Meeting  
March 11, 2009  
6:30 P.M.**

**School Administrative Unit #83  
Blackrocks Village  
5 Hall Road, Unit 1  
Fremont, NH 03044**

**I. CALL TO ORDER**

Chairman Jeff Rowell called the March 11, 2009 meeting of the Fremont School Board to order at 6:35 pm at the School Administrative Unit #83, Blackrocks Village, 5 Hall Road, Unit 1, Fremont, NH 03044.

**II. ROLL CALL**

Present were Chairman Jeff Rowell, Vice Chairwoman Peg Pinkham, Deb Genthner, Marian Guidoboni, Superintendent Normand Tanguay, Financial Administrator Bonnie Sandstrom, Middle School Interim Principal Bill Marston and Elementary School Principal Dawn Lewis. Christine Kenneway was absent.

Members of the public included: Sharon Girardi, Kevin Herrmann, Shelley George, Jodie Antoine and Ida Keane.

**III. APPROVAL OF MINUTES: FEBRUARY 10, 2009**

*Deb Genthner made a motion to approve the public minutes of February 10, 2009 as amended. Peg Pinkham seconded the motion. Motion passed 4-0.*

**IV. PRESENTATION: LONG RANGE FACILITIES PLANNING COMMITTEE CHAIRMAN KEVIN HERRMANN**

Long Range Facilities Planning Committee Chairman Kevin Herrmann discussed the Committee's recommendations (converting Ellis to a PK-4 facility; constructing a new facility to house grades 5-8 on town-owned land.)

Mr. Herrmann thanked the Committee members and SAU staff for their work.

Mr. Herrmann said that the Committee started about 2 years ago with the charge of recommending a School District facility plan that addresses facility needs in the future. The Committee currently has 4 members: Dawn DiManna, Tracey Christilles, Lisa Fioravante, Kevin Herrmann (Chair) and Peg Pinkham (School Board Representative.) Mr. Herrmann also thanked Mr. Tanguay for inviting architects Chip Krause and Frank Marinace who were "generous with their time."

The Committee met with a variety of education professionals, community members, town and school officials and architects as well as state officials, real estate professionals, and commercial property owners. A community forum solicited public input and a report compiled by NESDEC helped.

The Committee considered the following in evaluating options: enrollment trends, extensive demographic information, District curriculum philosophy, 21<sup>st</sup> century education facility criteria, the condition/maintenance of current facilities, and evolving trends in education requirements placed on the district. The Committee also discussed how Fremont might “leverage opportunities with the Sanborn District.”

The Committee did not “try to incorporate definitive time tables, logistics, market conditions or precise overall tax impacts as these items are beyond the scope of the charge to the Committee.”

Conclusion (most efficient plan relative to cost projections, enrollment, projections, and providing a 21<sup>st</sup> century education facility):

1. Ellis should be converted to a PK-4 facility: the current facility is in good condition (as a viable facility) and can be updated to accommodate 21<sup>st</sup> Century education needs.
2. Construct a new facility to house grades 5-8 on town owned land: should be constructed to be expandable around a core that accommodates the potential needs of the District into the future.

Mr. Herrmann said that making Ellis a “21<sup>st</sup> Century” building would be difficult but less expensive than replacing all at once.

Mr. Herrmann said that if grades 5-8 were moved out of Ellis, it wouldn’t make as much room as one would think. Ms. Lewis explained that classes and grades were moved around the map in various locations but it was determined that a concern is the older part of the Ellis school building that has small rooms in the front part and oddly-sized rooms in another part.

Mr. Herrmann said that the NESDEC report was extensive and helpful. He said it stated that the quality of the building correlated with the quality of education. He said that the better the facilities are, the more likely the District would attract talented staff. He said also that Fremont would be a better co-operative partner if building issues were taken care of. Some feedback said that Kingston was concerned with bringing Fremont on as a co-op because it had facilities issues.

Mr. Herrmann said that demographics projected to flatten out and decrease in 2017. He said in this case, the space problem would start to “go away.”

Regarding cost, Mr. Herrmann said they looked at 3 scenarios for facilities: grades 5-8, grades 6-8 and PK-8 (lease/sell the facility). The third option’s cost is over double what it is to build a 6-8 or 5-8 facility. The first two options (including operational costs) would cost around \$13,500,000 for grades 5-8, over \$12,000,000 for grades 6-8, and the last option would cost over \$27,000,000 and the payback would be “long.” One good advantage of option 3 is that only one building would be operational, not two.

Mr. Rowell said that the Committee did a good job with its charge. He said that the Committee would disband now that the charge had been completed. It was agreed that the planning still needed to be done no matter what the economic climate is. Mr. Herrmann noted that the report stated that the current school (pre-k – 4) operating capacity is 276 students but the planned capacity was 214. This shows that there still needs to be consideration to move forward with planning.

Ms. Guidoboni said that one concern had been an aging community in Fremont. Mr. Herrmann said that the demographic information was very conservative (worst-case). He also said that as aging people leave homes, younger families could then occupy those homes with children. Also, if better facilities are built, it might bring more families.

Ms. Pinkham said that Kingston was seeing a declining enrollment at the middle school level. She said unless something was different in surrounding towns and were seeing growth, Fremont would need to look at building it's own middle school vs. joining another District.

## **V. INFORMATIONAL ITEMS**

### **A. PROTOCOL SCHOOL DISTRICT MEETING**

Budget Committee Chairman Charlie Kimball, Vice Chairman Andy Kohlhofer, and Moderator Mike Rydeen joined the Board to discuss protocol for the March 14, 2009 School District meeting.

Ms. Pinkham noted that if Christine Kenneway were not feeling better by Saturday, someone would need to replace her in addressing the information she was set to discuss.

Mr. Rydeen said that speakers would have the ability to present information (slides, etc.) using his computer at the podium.

Mr. Kohlhofer said that they would present a spreadsheet of the Budget Committee's recommendations for the school budget. He said that usually annual meeting reports/books are available to people who attend so they can follow along. Mr. Rydeen's concern was when people need to follow the math when numbers might be changed during the meeting. He said seeing the numbers on a screen will be helpful.

Ms. Pinkham was concerned that the meeting will start at 5 PM and there will be several ballot voting items. She thought that it would be best to continue on to the next articles during the meeting.

Ms. Pinkham noted that citizens who will want to know the tax impact on putting back some teaching positions have approached the Board. She said that this information is already set to be provided. She had already emailed tax impact information. She mentioned that the proposed teachers contract failed at the ballots in Sanborn yesterday and Fremont figured how that would affect tuition. She said this information

had already been emailed to Heidi to disburse. Ms. Pinkham spoke with Sanborn's business manager today and they have correct numbers that Ms. Pinkham will make available as well.

Ms. Lewis asked if Kingston voted to have a special meeting. Mr. Tanguay said that he could find out.

Mr. Kohlhofer said Kingston was SB2 for schools.

Ms. Genthner suggested that Mr. Rydeen get help to type since she thought it would ease things. Mr. Rowell agreed that it could get confusing to do two roles at once (type and Moderate.) Mr. Rydeen said he was looking for someone to help and Ms. Pinkham suggested asking Annmarie Scribner to help.

Mr. Kohlhofer said having two tables up front made sense.

Ms. Pinkham said the Budget Committee number will be presented first and that can get confusing to people. She said that people have approached the School Board with "a concern that the Budget Committee number will be presented and then someone will call for a vote and there will be no opportunity to amend that figure." She asked if there could be a "gentleman's agreement" that numbers wouldn't go to a vote without opportunity to discuss the differences between the Budget Committee numbers and School Board recommended numbers. Mr. Kohlhofer said that was up to the people at the meeting but there would be a right to discuss. He said people could challenge the decision of the moderator too.

Ms. Guidoboni asked how long a presenter gets to talk and Mr. Rydeen said the 4-minute rule was just for those in the audience who want to talk and that presenters can speak longer than that.

Mr. Rowell asked about the length of time allowed to speak about the citizen's petition on grading. Ms. Keane said that 4 minutes was plenty of time for her to speak about that.

Ms. Guidoboni asked if Mr. Rydeen would have copies of Robert's Rules and he said he would.

Ms. Pinkham noted that the Board will meet with Legal Counsel around 4 pm before the meeting on Saturday and Mr. Rydeen said he would be there by 4:00 PM to set up and if anyone wanted to load presentations in his computer to view at the meeting, they could do that then.

Mr. Rydeen clarified for Mr. Kohlhofer that amendments get voted on and then get voted again once it's on the table.

Allie Burke was concerned that there wouldn't be discussion after a Motion. Mr. Rydeen said one could say "point of order" and ask about the proceeding. Ms. Guidoboni read

from a reference book “No one may speak when someone else is already speaking without permission of the moderator.”

Another option Mr. Kohlhofer said that the public has is to challenge the decision of the moderator (e.g. to accept the motion to close a debate.)

Sharon Girardi asked: if there is a motion made to go with the School Board budget rather than the Budget Committee’s recommended budget, and a vote was taken after discussion and it didn’t pass, why would a vote be on the Budget Committee’s budget? She thought it would be done at that point. Mr. Rowell replied that it would go to the original Warrant Article. Ms. Pinkham said it would be voting on an amendment at that point. Ms. Girardi asked if the amendment passed and they went on the School Board’s number, and then voted and it didn’t pass and how could there be a motion to go back and vote on the Budget Committee’s number. Ms. Pinkham said there could be a lot of amendments this year. Mr. Rydeen clarified that money would need to be voted back in too.

Mr. Kohlhofer said he would object to someone adding spending for a specific item/program that’s not currently in the budget. He said the DRA is specific that if the program is not in the budget already, it cannot be added if it’s not already a line item in the budget. He said that just because money was added for a specific item at the Annual Meeting, the School Board could spend the money for anything they choose in priority.

Ms. Keane asked if there were certain articles that were already ballots and Mr. Rydeen said there were not any but that people could request a secret ballot at the beginning of the meeting if they wanted.

Mr. Rydeen asked who should be asked for number changes and Ms. Sandstrom would be the one to do that.

## B. UPDATE: MIDDLE SCHOOL PRINCIPAL

Mr. Tanguay gave an update on the Middle School Principal search:

March 16, 2009: Screening of candidates

March 26, 2009, 5:30 PM: Interview candidates: technical and community committees

April 2, 2009, 5:30 PM: School Board interviews candidates

Composition of Technical Committee:

- Principals
- Elementary teacher
- Middle School teacher
- Financial Administrator
- Guidance
- Gifted and Talented

Facilities Manager  
Secretary

Composition of Community Committee:

Volunteers: Kim Davis, Linda Zukas, Erin Harvey, Cathy Herrmann, Ali Burke,  
Ellen Canty

PTA

Police representative

Teacher's union representative

Support Staff union representative

It would be determined whether Ms. Guidoboni and Ms. Kenneway would be part of the Committee. Ms. Pinkham saw the benefit of having someone with expertise like that be on the Committee. Ms. Guidoboni said she would need to consider her family obligation too.

Mr. Tanguay clarified for Ms. Guidoboni that the final interviews would be done by the School Board.

Mr. Baker would do a reference check as well.

Ms. Pinkham asked about the benefit of doing meeting on two nights or on a Saturday and Mr. Tanguay said it was best to interview all on one night. Ms. Guidoboni clarified that community members could develop questions for the screening and for the interviews.

Ms. Pinkham suggested having arrangements to host interviewees coming in from out of state. Mr. Tanguay said this would apply to finalists.

Ms. Guidoboni clarified that the community members on the Committee will be able to submit questions and Mr. Tanguay said they could submit questions.

Mr. Marston said that the School Board elects the principal.

## C. FINANCIAL REPORT

Ms. Sandstrom presented the March 2009 financial report as included in the agenda plus new pages for the budget books.

Highlights include:

- Regular education shows a \$227,029 positive balance (benefits: teacher's retirement lower because of teacher's salaries lower than budgeted; tuition: public school tuition showing a projected surplus of \$124,698 due to the final tuition cost from Sanborn.)
- Special Education has anticipated deficit of \$286,818 (\$137,175 in contract services; \$75,725 in tuition; \$73,917 in transportation.)

- Salaries line over budget due to contracting of middle school principal, one-month overlap of Financial Administrators and Accounting Clerk's salary not being budgeted for. Benefits line is under budget because of contracting middle school principal position this year (benefits not provided.)
- Fremont predicts \$0 balance or possibly a deficit by year end
- Monthly ADS budget report attached: 2152 Speech open position needing contracted services; 2210 Staff Dev. Funded by REAP grant; 2222 increase due to lateral move; 2320 increase in admin. Salaries due to account clerk position; 2400 increase due to principal position contracted; 2600 increase in custodial salaries due to long-term sub for medical leave this summer; 2900 benefit nos. have been moved to the appropriate functions with exception of retirement.
- Addition to the budget: need to have lined called: Prior Year Encumbrance \$77,300 was encumbered last year to be spent this year. It was in the books incorrectly – it had to be a budget number
- Audit adjustments have been made
- 403Bs will be done by ACH; a separate sheet is necessary for that (re. payroll)

Answering Ms. Guidoboni, Ms. Sandstrom said people could come in to the SAU to view the budget book (or copy parts for 10¢ a copy). Mr. Rowell said that this is in the Right to Know Act.

#### D. UPDATE: SCHOOL CANCELLATIONS

Fremont has had 7 school cancellations which means school would end on June 29, 2009.

The Union and School District agreed that it would not be preferred to add instructional minutes to help make up days. He said better options included having school on March 30 (a staff development day) and tapping into April vacation as a contingency plan.

Ms. Pinkham said that the School District had an obligation to students and the taxpaying community to make sure the correct amount of instructional days is covered. Mr. Tanguay said that these measures would cover the required instructional time for teachers as well.

*Deb Genthner made a motion to announce the last day of school to be June 26, 2009, if there are no more cancellations, and to alert parents to plan vacations accordingly; and use the March 30, 2009 Teacher's Day as backup. Peg Pinkham seconded the motion. Motion passed 4:0.*

Ms. Guidoboni clarified that students would not be penalized if they were absent during April vacation if vacations have already been arranged.

Ms. Pinkham wondered if the School Board could meet April 7 and 21 because of the amount of events going on. Mr. Tanguay suggested waiting until the new Board forms to arrange those meeting dates.

## **VI. PUBLIC IMPUT**

Ms. Keane asked a question for Cathy Herrmann who was absent: with the closing of Sargent Camp, would there be a replacement option for the sixth graders to go to next year and would bookings be done as soon as possible?

Mr. Marston said that they were looking into replacement suggestions now. Ms. Keane said that Ms. Herrmann offered to help Mr. Marston with that.

There was a question about the date for 8<sup>th</sup> grade graduation. Mr. Tanguay said that graduation would be on June 26, which is the last school day for them if there are no more cancellations.

## **VII. SUPERINTENDENT COMMUNICATIONS**

Mr. Tanguay had an auditor's letter and balance sheet in the annual report. Kathy Peahl said this is consistent with what Fremont did in the past.

Mr. Tanguay passed out information that Keith Stanton asked for, as well as the Board's response that Mr. Tanguay would mail out tomorrow. The response letter gives information about the tuition payments from 2005-2009. Mr. Stanton asked for the projected cost for the next 20 years or so, but Mr. Tanguay said that because it is an annual cost based on enrollment, the District couldn't give him this information. Mr. Stanton asked for information that the Town has, a question about the Town Clerk (Lori Holmes is now the School District Clerk) and about notifying the Secretary of State but Mr. Tanguay said no notification is required (there is no public posting). Mr. Tanguay said that Mr. Stanton also asked about a sum of money (\$31,457.97) that was spent in 2007 by the Town of Fremont for interest on loans that were taken out by the Town of Fremont to pay Fremont School District bills. He asked why these costs were charged to the Town of Fremont instead of the Fremont School District. He said that his request did not identify specific records but that any specific records could be made available for him to inspect according to RSA 91-A. Ms. Pinkham said that Heidi Carlson would need to answer this.

Mr. Tanguay said that Mr. Stanton did post a petition warrant article under SB2. The Secretary of State's office informed the District Chair that Mr. Stanton did not follow the RSAs properly in filing with the commission .

CHANGED TAPE AT: 8:33 PM

Mr. Rowell read the following emails to/from the School Board per NH SBA requirements:

- Feb. 11: email from parent to Board re. Principal ad
- Feb. 13: S. Perry emailed draft minutes to Board
- Feb. 18: D. Genthner emailed newsletter draft for review
- Feb. 18: J. Rowell responded to D. Genthner

- Feb. 18: thank you from parent to Board re. forum
- Feb. 19: response to parent
- Feb. 19: M. Guidoboni emailed re. role of Board w/DOE info.
- Feb. 19: Board thanked teachers who attended forum
- Feb. 19: D. Genthner emailed another draft of newsletter
- Feb. 19: P. Pinkham emailed Board about supt. search intent
- Feb. 19: P. Pinkham emailed Rowell and Genthner about info. on tax rate for the newsletter
- Feb. 19: C. Kenneway emailed feedback on newsletter
- Feb. 20: P. Pinkham emailed Board re. Sanborn tuition
- Feb. 21: C. Kenneway emailed old files re. capital management
- Feb. 25: P. Pinkham emailed Budcom mtg. minutes
- Feb. 25: parent emailed principals and cc'd Board re. NECAP scores
- Feb. 28: parent thanked Board for response (P. Pinkham replied someone would get back)
- March 2: parent inquiry re. vision and Board responded
- March 3: P. Pinkham and M. Rydeen copied Board re. District Mtg. Planning
- March 3: J. Rowell emailed Board PowerPoint presentation for District Meeting
- March 3: parent emailed Board re. conference; Board responded
- March 3: C. Kenneway emailed feedback on presentation
- March 3: M. Guidoboni emailed feedback on presentation
- March 4: J. Rowell responded to M. Guidoboni, cc'd Board
- March 5: M. Guidoboni emailed Board w/ budget questions; Board responded
- March 8: parent emailed D. Lewis re. budget and copied Board
- March 8: parent emailed SAU and cc'd the Board w. budget questions
- March 8: S. Perry emailed minutes of March 4 meeting to Board
- March 8: P. Pinkham emailed a parent who had asked budget question
- March 8: P. Pinkham emailed D. Lewis, cc'd Board and parent re. budget question
- March 8: parent emailed SAU w. request for budget info. (cc'd principal, Board)
- March 9: D. Lewis responded to parent; parent thanked Dawn
- March 9: parent emailed Board about principal/superintendent role
- March 9: S. Perry emailed updated minutes
- March 9: M. Guidoboni sent NEA ranking info.
- March 10: P. Pinkham emailed Board updated budget sheets
- March 10: C. Kenneway emailed audit question to Board
- March 10: P. Pinkham emailed Board re. preparation of March 14 mtg.
- March 11: P. Pinkham emailed SAU, cc'd Board, re. prep. For March 14 mtg.
- March 11: J. Rowell emailed slides to SAU
- March 11: M. Guidoboni sent class size info.
- March 11: M. Guidoboni sent "laugh of the day"
- March 11: parent emailed thank you to Board for service
- March 11: C. Kenneway emailed Board that she was sick

Artwork done by Ellis students was showcased during the meeting. Ms. Pinkham asked if art could be displayed near the gym on Saturday for people to view during meeting breaks. Mr. Marston said he could see what he could do.

Ms. Pinkham mentioned that when she gave her home email address out during the forum, she was speaking specifically about answering questions relative to the budget. She clarified that only the School Board Chair speaks for the Board.

## VIII. ACTION ITEMS

### A. MANIFEST

*Deb Genthner made a motion to approve Manifest #19 dated February 24, 2009 (\$171,391.69) and Manifest #21 dated March 11, 2009 (\$152,151.01) totaling \$323,542.70.*

Highlights include: computer tech contracted services, Epping Well and Pump, First Student, NESDEC, Safeway, Teacher's workshops, and café services.

## IX. FOLLOW UP AND FUTURE AGENDA ITEMS

Board Policies	Ongoing
Fremont Cooperative Planning Committee	Ongoing
Public Relations: newsletter	Ongoing
New Board Member Orientation	TBD
Adult Education Program	TBD
Policy: Project Management Plan	TBD
Long Range Facilities Planning Committee	TBD

Mr. Tanguay distributed a sheet listing 2009-2010 Obligations. He said that if Ellis was part of SB-2 the budget number increase would be \$811,448 but the tuition amount has changed since the teacher's contract in Sanborn did not pass. The new number for the increase is now \$694,301. Mr. Tanguay explained that these are contractual obligations. Staff benefits need to be carried forward. It is necessary to take the existing budget and add to it what the District legally needs to pay. The District does not know what the health insurance increase will be (currently told it will be 10.9%). The audit number of \$15,200 needs to be kept. The fuel oil cost is at \$20,000. There are leases of \$13,778 and a reduction of debt service (\$11,250). Teacher step increases (Evergreen Clause) amount to \$47,102 and must be kept. This leaves the Ellis School portion with \$166,483 in obligations. The high school portion is \$363,194 (regular education tuition) plus \$115,427 (Special Education); \$36,000 for psychological services contracted or Special Education; \$11,080 for Special Education transportation and \$2,117 for regular education transportation. High school total obligation is \$527,818.

Ms. Lewis spoke with Sanborn today and got a best guess of Fremont enrollment of 216 at Sanborn High School, not including 2 current twelfth graders who will be completing a 5<sup>th</sup> year, 2 current twelfth graders who would probably be completing a 5<sup>th</sup> year, and 6 or 7 other students (who were taken off the list) who might need a 5<sup>th</sup> year. Ms. Pinkham said that that correlated with the numbers she had as well. Ms. Pinkham said that numbers could be brought down with this new current information.

Ms. Pinkham said that she got \$115,220. Ms. Sandstrom said that what threw it off was a discrepancy in the budget book of \$8 more per student at Sanborn. \$8 x 223 students yields the difference between the \$117,147 figure and the correct figure of \$115,220 that Ms. Pinkham got for the high school tuition reduction.

Ms. Pinkham asked what the per-student reduction was for regular education so she can provide correct information to the Budget Committee. Mr. Tanguay would get that.

**X. NON-PUBLIC SESSION**

*Peg Pinkham made a motion to enter into non-public session at 9:05 PM to act upon a matter or matters referenced in RSA 91-A: 3 II (a) and 91-A: 3 II (c). Deb Genthner seconded the motion. Motion passed 4:0.*

**IX. RETURN TO GENERAL SESSION**

*Deb Genthner made a motion to return to general session at 10:15 PM. Marian Guidoboni seconded the motion. Motion passed 4:0.*

*Peg Pinkham made a motion to approve the non-public minutes of January 15, 2009 as amended. Deb Genthner seconded the motion. Motion passed 4:0.*

*Peg Pinkham made a motion to approve the non-public minutes of January 27, 2009 as written. Marian Guidoboni seconded the motion. Motion passed 4:0.*

*Marian Guidoboni made a motion to approve the non-public minutes of February 10, 2009 as amended. Deb Genthner seconded the motion. Motion passed 4:0.*

*Deb Genthner made a motion to seal the non-public minutes of January 15, January 27, February 10, and March 11, 2009 for a year. Marian Guidoboni seconded the motion. Motion passed 4:0.*

**X. NEXT MEETING: MARCH 24, 2009 AT 6:30 PM**

**XI. ADJOURNMENT**

*At 10:20 PM, Deb Genthner motioned to adjourn. Marian Guidoboni seconded the motion. Motion passed unanimously; 4:0.*

Respectfully submitted,

Susan Perry,  
School Board Secretary

03.11.09

QUESTIONS:

1. Ms. Lewis asked if Kingston voted to have a special meeting. Mr. Tanguay said that he could find out.
2. Artwork done by Ellis students was showcased during the meeting. Ms. Pinkham asked if art could be displayed near the gym on Saturday for people to view during meeting breaks. Mr. Marston said he could see what he could do.
3. Ms. Pinkham asked what the per-student reduction was for regular education so she can provide correct information to the Budget Committee. Mr. Tanguay would get that.