

**GILFORD SCHOOL BOARD MEETING  
MONDAY JULY 10, 2017  
GILFORD SAU OFFICE  
PAGE 1**

**The Gilford School Board held a regular meeting on Monday July 10, 2017 at the Gilford SAU Office. Present were board members Gretchen Gandini, Rae Mello-Andrews, and Karen Thurston. Sue Allen arrived at 7:00 p.m. Administrators present were Kirk Beitler and Scott Isabelle. Gilmanton was not asked to participate in this meeting.**

**OPENING**

School Board Chairperson Rae Mello-Andrews called the meeting to order at 6:00 p.m., led the Pledge of Allegiance, and confirmed posting of the meeting.

At 6:05 p.m., Karen Thurston made the motion to enter non-public session pursuant to the provisions of RSA 91-A:3 II(b). Gretchen Gandini seconded the motion which passed by unanimous roll call vote. Karen Thurston, yes; Gretchen Gandini, yes; Rae Mello-Andrews, yes.

At 6:15 p.m. on a motion by Karen Thurston and a second by Gretchen Gandini, the board voted unanimously to enter public session.

A roll call vote was conducted as follows: Karen Thurston, yes; Rae Mello-Andrews, yes; Gretchen Gandini, yes.

Gretchen Gandini made the motion that the board approve the minutes of the June 5, 2017 meeting. Rae Mello-Andrews seconded the motion and after discussion of corrections it was voted in the affirmative with Karen Thurston abstaining.

**PUBLIC COMMENT**

No public comment was offered.

**ACCEPTANCE OF GIFT**

Acceptance of Gift: Kirk Beitler explained the gift acceptance request from the Gilford PTA for the high school math department. The PTA is donating \$3615 to the high school math department to purchase IXL, an adaptive learning tool for students to work on math concepts. After discussion, Gretchen Gandini made the motion to accept the gift of \$3615 from the PTA for the purchase of IXL Math. The motion was seconded by Karen Thurston which passed with an unanimous vote.

**REPLACEMENT OF  
CIRCULAR PUMP**

Kirk Beitler referred to a letter from Scott Isabelle to the board. During a routine maintenance inspection of the boilers at Gilford Elementary School, it was discovered that the circulator pump on boiler #2 was not working. After further inspection by our maintenance staff, it was determined that the pump could not be repaired and needs to be replaced. Tim Bartlett received two quotes from contractors to replace the broken pump. We are asking for approval to replace the circulator pump in the amount of \$3,962 which reflects the cost of the lowest quote received. This is not part of the building project. This would come out of special projects, repairs and maintenance. Two quotes were submitted for the pump replacement. After discussion, a motion was made by Karen Thurston to approve the \$3962 to replace the pump at Gilford Elementary School. The motion by seconded by Gretchen Gandini and approved by a unanimous vote.

**UPDATE ON  
CONSTRUCTION  
PROJECT**

Scott Isabelle gave the board a brief update on the Gilford Elementary construction project stating that a significant amount of work has already been done in the project and demolition has gone smoothly. The crew doing electrical work discovered that the original ceiling was starting to collapse when they removed the drop down ceiling. They found a section of the ceiling that spanned the length of the room and had sunk a foot. Mr. Isabelle said the ceiling was braced by two by fours and a meeting was scheduled for the next day to determine

how to secure and repair the ceiling. Mr. Isabelle stated that this was unanticipated and will be a cost to us. He said this is the first unknown issue that we have encountered so far. Also uncovered was that the heating system in the older parts of the building consisted of heating loops that spanned an entire wing. If there was a problem with any of these loops, the shutoff valve would shut off heat for the entire wing. Isolation valves were placed in each room so the system can be shut off in individual rooms if there is a problem. So far the project has already seen significant savings. Issues like these will cut down on that savings but will not affect the overall cost of the project.

**POLICY REVIEW AND REVISION**

Second Reading

Kirk Beitler brought forward three policies for review.

- IJOC - Volunteers—Mr. Beitler noted that Mr. Donovan from GEA had provided feedback on the policies. Mr. Beitler referred to the technical advisory from the Department of Education. He also met with police Chief Anthony Bean Burpee about the proposed policy and the different methods of performing background checks. The Gilford Police use a system called IMC that records interactions police officers have had with people. The system is only available for police departments in New Hampshire that use IMC and does not cover checks in other states. Mr. Beitler stated that the more extensive method of background checks was through fingerprinting as it covers federally based checks which cover information from other states as well. Karen Thurston asked who will incur the cost. Kirk Beitler stated that the district would incur the cost. Mr. Beitler said that Chief Bean Burpee told him he likes this policy overall and that it is a very proactive approach. Volunteers would have to sign an affidavit on a yearly basis for three years and the fourth year would need to go through the background check process again. Gretchen inquired if the volunteer steering committee had reviewed the policy. Kirk Beitler confirmed that it had gone to the committee for review.
- KHF – Distribution of Materials in School Facilities
- BA-R1 – Evaluation of School Board—Mr. Beitler outlined the most recent revisions made by the policy committee.

Karen Thurston moved that the board approved policies IJOC, KHF and BA-R1. Gretchen Gandini seconded the motion which passed unanimously.

**FUND BALANCE**

Scott Isabelle referred to a letter submitted to the board on Fund Balance. The voters have authorized us to keep up to 2.5% of the current fiscal year's net assessment on an ongoing basis.

At the conclusion of the current school year, the Gilford School District is able to retain a balance of \$487,869 for the 2017-2018 school year. This amount represents 2.5% of the prior year's net assessment.

Sue Allen joined the meeting.

The recommendation from the auditors is that the board approve this on an annual basis. Mr. Isabelle also noted a correction on the letter. The amount to retain is \$467,672 which is 2.5% of \$18,704,675. Gretchen inquired what the fund balance can be used for. Mr. Isabelle replied that this is strictly regulated and

may be used for only two purposes – as a revenue source for emergency expenditures or to reduce taxes. Gretchen Gandini asked what is in the special education reserve account. Scott Isabelle stated there is \$184,000 in the special education reserve. After discussion on the fund balance, Karen Thurston made a motion to retain the fund balance of \$467,672. The motion was seconded by Sue Allen and passed unanimously.

**BUDGET TRANSFERS**

Scott Isabelle referred to a letter to the board regarding budget transfer requests. The transfers reflect the contractual teacher salary track changes that were budgeted for the school year. On a motion by Karen Thurston and a second by Sue Allen, the board voted unanimously to approve the budget transfer requests.

**CAPITOL  
IMPROVEMENT PLAN**

Scott Isabelle reviewed the updated Capital Improve Plan with the board. Gretchen Gandini questioned why the cost of the track went up \$45,000. Scott Isabelle explained that the price of \$75,000 will be two years old and the price has gone up that much. Gretchen Gandini asked if the auditorium & stage LED lighting was not more of a priority then 2020-2021 and questioned why we wouldn't swap the track repairs with the LED lighting. Scott Isabelle said the concern Tim Bartlett originally brought forward was when we originally spoke to the contractor, he indicated that he couldn't get the lightbulbs anymore. He then came back and said regulations have changed and they are still making the lightbulbs. Rae Mello-Andrews stated that because the auditorium is used for so many events, should we switch the track with the lights. Rae Mello-Andrews asked for a written report on the track from the company who came in and said what needs to be done supporting the needs of the track. Sue Allen made a motion to approve the proposed 2017-2018 C.I.P with shifting the GHS and GMS exterior lighting upgrades with the GHS auditorium and stage lighting project. The motion was seconded by Gretchen Gandini and passed unanimously.

**BUDGET DIRECTION**

Kirk Beitler stated that he is looking for some direction as we start the 2018-2019 budget process. This topic will be discussed at the August 21, 2017 board meeting.

**NON-PUBLIC SESSION  
RSA 91-A:3 II**

At 8:05 p.m., Karen Thurston made the motion to enter non-public session pursuant to the provisions of RSA 91-A:3 II(c). Sue Allen seconded the motion, which passed by unanimous roll call vote.

**ADJOURNMENT**

**Respectfully Submitted,**

**Gretchen Gandini  
School Board Secretary**