

**GILFORD SCHOOL BOARD MEETING
MONDAY AUGUST 21, 2017
GILFORD SAU OFFICE
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The Gilford School Board held a regular meeting on Monday August 21, 2017 at the Gilford SAU Office. Present were board members Sue Allen, Gretchen Gandini, Chris McDonough, Rae Mello-Andrews, and Karen Thurston. Administrators present were Kirk Beitler & 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.

**BOARD WORK
SESSION**

The board held a work session and developed goals for the 2017-2018 school year.

**BUDGET OBJECTIVES
2018-2019**

Superintendent Beitler stated that he was looking for direction as we look to develop the 2018-2019 budget. Mr. Beitler asked the board how they would like to see us proceed and potentially change our process from last year and what the target is going to be. We know of a couple of items already:

- \$268,000 for the CBA next year.
- \$300,000 for the middle school roof needs to be replaced as it's been leaking.
- \$200,000 deferred maintenance projects

The roof is being patched and the warranty runs out on June 30, 2017. We've been able to do some maintenance projects but we don't want to get behind on facility upkeep. With these items we are looking at \$700,000 which is coming in at 2-3% increase right off the top. Chris McDonough commented that he found the difference scenarios in percentage increases that were presented last year were helpful and is a good starting point.

Karen Thurston inquired if we had an idea of enrollment numbers yet. Kirk Beitler replied that the elementary school is up, middle school is down and the high school is about the same. Scott Isabelle stated that last year we had 3 meetings rather than trying to do it all in one meeting. The board agreed that they would like to split up the meetings again and then have the public hearing. Rae Mello-Andrews suggested having the public hearing at the high school as the acoustics are better.

BUDGET TRANSFERS

Scott Isabelle referred to the handout in the packet regarding budget transfers stating that if you recall, we had discussion right after the vote on which budget gets transferred into our operating budget. This is the budget that was presented to the voters at the Deliberative Session with a couple of minor adjustments. We decided we would take the budget that was presented to the voters and roll that over. Scott stated that he mirrored the proposed budget for the 2017-2018 school year. If the board approves the transfers, we'll start with the school board's proposed budget and in September do one more transfer, basically showing the staff turnovers. Chris McDonough asked if the bottom line stays the same. Scott replied yes. Sue Allen made a motion to approve the budget transfers as presented. The motion was seconded by Karen Thurston. The motion passed on a unanimous vote.

**BULDING PROJECT
UPDATE**

Kirk Beitler updated the board on the elementary building project:

- Scheduled to open building to staff on Wednesday
- Cleaning crew in over the weekend
- Furniture is back in place
- Floors waxed
- Plumbers are still in the building
- Roof is being completed
- Controllers balancing systems
- The last storage containers will be out Tuesday
- One dumpster is left

- Phones are being connected
- Sean and Danielle set up their offices today

**BULDING PROJECT
UPDATE**

Scott Isabelle gave an overview of the project cost summary as follows:

Revenue:

Bond Proceeds \$2,242,646.00

Prior Year Payable \$32,086.65 - underground drainage

Total Project Revenue \$2,274,732.65

BPS Contract 2,189,732.20

Owner Contingency \$85,000.45

Total Project Estimated Cost \$2,274,732.65

BPS Contract \$2,189,732.20

Payment to Date \$1,512,615.09

Balance to Finish \$677,117.11

Owner Contingency \$85,000.45

Payment to Date \$33,758.00

Blackbox Cost to Date \$3,006.73

Owner Contingency to Date \$48,235.72

Scott stated that BPS said after the bidding is done, we are looking at a potential savings of 400,000. To date, of that \$400,000, we have used \$359,000. We have \$48,235.00 in the contingency available plus \$40,373.00 if we don't do anything else. The total we have left is \$88,608.00. There are two things we have on the table and are asking if this is something we want to continue looking into. One is adding the secured entrance for approximately \$60,000 that has been put on hold. The other item is to replace all of the existing emergency lighting units, exit signs, indoor remote heads and outdoor weather tight remote heads.

Gretchen Gandini stated that because we have introduced the Conflict of Interest policy and her husband works for Daniels Electric, she felt it appropriate to step out of the meeting during this discussion. The estimate of the replacement of EBUs is \$25,099. The cost of the two items, the secured entrance and EBU, is \$85,099.00. We would have a balance of \$3,599.00. Scott inquired if this is something the board still wants to talk about.

Sue Allen expressed concern if we run into an unanticipated expense in the secured entry. Scott Isabelle said if the board wants to keep talking it about, BPS would put together a guaranteed cost for the board to consider. Chris McDonough stated that he feels the secured entry is a priority for him. Rae Mello-Andrews asked why we didn't know about the lights until now. Chris McDonough replied that there was not a recommendation from the engineer until now. It's something that can be phased in and replaced when they go. The board will continue talking about the secured entrance. Rae asked if the secured entry would be put out to bid. Scott replied yes, BPS would put it out for bid.

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**PURCHASE OF
STORAGE UNITS**

Scott brought up storage units for the elementary school for the boards consideration. He informed the board that storage was lost in the building project. Maintenance had a storage area which they do not have any longer as there is a water tank. They also lost the storage closet in the middle of the building. We did pick up long term storage on the upper floor in the building. We had two custodial closets that we were using for classroom storage that can longer be used to store classroom supplies. Scott Isabelle requested board approval for 9 storage cabinets to be placed in classrooms for school supplies to replace the storage that was lost. The cost is approximately \$450. In the budget right now is \$7400.00 in contracted services for heating and plumbing which will not be used this year. Scott asked for consideration to buy the cabinets to be put into the teacher rooms for everyday materials. Following discussion, Sue Allen motioned to approve the purchase of nine storage units. The motion was seconded by Karen Thurston and passed unanimously.

**COACHING & CO-
CURRICULAR**

Kirk Beitler stated we had 3 coaching and 1 co-curricular positions to review. Scott Isabelle said that during the negotiation process, we brought forward the various teams and co-curricular activities that we know about but there were a couple that came up after the fact. Varsity Bass Fishing has been going for a number of years. It was brought to our attention that there could be some liability as he is not recognized as a coach. If we approve him as a coach, he and his boat will be covered. Scott stated that we have a couple of middle school B teams that won't be running this year and we could use that money. Chris asked where Bass fishing falls under our new policy and if it meets the criteria, we should fund it. Sue Allen recommended researching and bring it back to the next board meeting. The other two that got missed were a high school Unified Club and Sign Language club.

**CUSTODIAL
APPRECIATION**

Kirk Beitler requested board approval to bring lunch in for the custodians as they have put in a ton of time, worked weekends and have gone above and beyond. The board agreed to have lunch brought in for them as a show of appreciation.

**FINGERPRINT
SCANNER**

Kirk Beitler requested board consideration for an electronic fingerprint scanner. Kirk informed the board that we had about a 30% rate of return last year and would like to purchase the scanner. The scanner would give us immediate results and we wouldn't have to worry about prints coming back and having to be redone. Sue Allen inquired where the money was coming from. Scott stated there was a savings of \$4,000 in the Z Turn lawn mower. We were also able to renegotiate a contract with our dental carrier and we are now a preferred vender. We are getting a 6% decrease in our dental cost. Sue Allen asked what the cost to get the fingerprints done. Scott answered \$25.00 each. The cost of the equipment is \$6,000. Chris McDonough recommended we go through a full year so we have a true number of volunteers as well as an accurate number on the return rate.

PUBLIC COMMENT

No public comment was received.

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

At 8:40 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**