

**GILFORD SCHOOL BOARD MEETING  
MONDAY, JANUARY 4, 2021  
GILFORD HIGH SCHOOL AUDITORIUM  
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**The Gilford School Board held a meeting on January 4, 2021 in the Gilford High School Auditorium. Present were Board members Chris McDonough, Gretchen Gandini, Jeanin Onos, Kyle Sanborn, and Karen Thurston. Gilmanton representatives were Malcolm McLeod and Michelle Heyman. Administrators present were Kirk Beitler, Danielle Bolduc, Anthony Sperazzo and Amie Leigh. Peter Sawyer joined remotely.**

**Opening**

School Board Chair Chris McDonough called the meeting to order at 6:01 p.m. Superintendent Beitler confirmed posting of the meeting. Chair McDonough informed the public they could email comments to [comments@sau73.org](mailto:comments@sau73.org).

**Public Hearing**

Chair McDonough opened the Public Hearing to accept the Supplemental Public School Response Funds. Amie Leigh outlined the guidelines for the funding. These funds are the second portion of the Governor's Emergency Relief and Recovery Funds. These funds are an extension of the funds we already received. Discussion ensued regarding the grant money. Gretchen Gandini motioned to accept the Supplemental Public School Response Funds in the amount of \$40,182.94. The motion was seconded by Jeanin Onos and passed with a 5-0-2 vote. Michelle Heyman and Malcolm McLeod abstained from the vote.

There being no further discussion, Chair McDonough closed the Public Hearing.

**Public Comment**

Chair McDonough opened the public comment session. There being no comments, Chair McDonough closed the public comment session.

**Approval of Minutes**

On a motion by Karen Thurston and a second by Gretchen Gandini, the Board voted to approve the minutes of the November 23, 2020 meeting with a 6-0-1 vote with Malcolm McLeod abstaining from the vote.

On a motion by Karen Thurston and a second by Jeanin Onos, the Board voted to approve the minutes of the December 7, 2020 meeting with a 6-0-1 vote with Malcolm McLeod abstaining from the vote.

**Superintendent's Report**

Superintendent Beitler referred to his report and highlighted the following:

**Student Learning**

All three schools have distributed report cards using the new student information system, ALMA. Overall, we are very pleased with the new system. The school report cards are extremely informative.

**Families and Communities**

We have a request by a local sports team/club to house a storage container at the Meadows to store their equipment.

A zoom link will be offered for the public to participate in the Budget Committee's Public Hearing remotely.

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**Resource Management**

The Families First Coronavirus Response Act (FFCRA) provides up to 10 workdays of paid leave, known as Emergency Paid Sick Leave (EPSL). This is for individuals who face qualifying events such as being under quarantine, having to be out to be tested for COVID-19, having to care for an individual that was in quarantine or for caring for a child whose school or childcare was unavailable due to COVID-19. Additionally, up to 50 workdays of partially paid leave (two-thirds pay) was available to individuals who had to care for children whose school or childcare provider was unavailable due to COVID-19. Examples include schools in remote or hybrid learning models. This is Emergency Family Medical Leave (EFML). In some cases, we have used one-third sick time for EFML individuals to make the employee whole.

The new Coronavirus Stimulus bill signed on December 27 does not address public entities and the extension of FFCRA. Superintendent Beitler proposed that the Gilford School Board adopt the provisions of EPSL and EFML through the end of the 2020-2021 school year. The District would follow the FFCRA provisions excluding the use of either provision for non-essential travel. We would like to continue to discourage non-essential travel, similar to the federal and state guidance. For non-essential travel, we would want the individual to work remotely if their job lends itself to remote work. If staff could not work remotely, because their job does not offer remote work, after non-essential travel how do we handle their quarantine period? We could use accumulated sick time, personal time or vacation time. FMLA requires the employee to exhaust all accumulated paid time before going unpaid. We also may have employees that do not want to work remotely after non-essential travel. This example could qualify as unpaid time.

**Safety and Facilities**

The sewer pipe work at the elementary school (1956 part of the building) was completed over the holiday break. While on site, the company videoed the sewer pipe in the 1936 part of the building for us and we will need to put a sleeve in this pipe as well, sooner rather than later. We are getting an estimate on this work. We have done some work on the MS/HS walk-in refrigerator. We have to replace the condenser for \$4,828.00.

Request from Lakes Region Soccer – Discussion ensued regarding the request to house a storage unit at the Meadows. Amie Leigh stated that she spoke with Primex regarding liability. The attorney responded and said he is not in favor of the request. If the Board moves forward with this request, he would like some indemnification language in the contract. The Board discussed the option of using inside space for the storage. Amie stated that there are several bays in the back barn that could easily accommodate storage space and we have already been allowing other teams to use the space. We could easily section off the areas so they are secure. We have provided some space already and we are more than amical to provide additional space. Chris McDonough stated that mostly likely the group would be happy to accept that offer for a bigger space.

**FFCRA Leave**

The Board discussed Superintendent Beitler proposal and the following topics:

- Is the District reimbursed?
- There is no reimbursement at this time but the money is budgeted.
- Staff is currently paid if they have to quarantine for 10 days.
- The District is tracking all leave in case grant money comes available for reimbursement.
- Can we have staff use their sick time?

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- Teachers and full time support staff have 12 sick days and 3 personal days per year.
- Do we know how many days in total?
- Most are working remotely during quarantine.
- Is there any sense of what might be coming next in terms of a financial package?
- Food service and custodians would be the most affected as there is no sick bank available.
- The number of paid days for no work is very small.
- Can we have staff use sick time until it is exhausted?

Gretchen Gandini opined that we have come this far following this practice and it makes sense to continue the practice to treat all staff equally. She also appreciates that it is not a part of the package anymore. Karen Thurston agreed with Gretchen. She feels that staying with the same formula is the best way to continue.

Kyle Sanborn stated that this is a substantial benefit and asked if we have staff use their sick time first and then tap into this. No one in the private sector will be able to lean on this anymore. We want to do what is best for the staff but balance it with taxpayers. If we have them exhaust their sick time first, they would not go unpaid but we are not allowing employees to continue to bank sick time.

Amie Leigh informed the Board that we do not have short-term disability. If someone was to go out with cancer or other serious illness and they have now used up all this time because they have been in close contact at school and have had to quarantine because it's mandatory. They will have nothing to hold them over until long-term disability kicks in.

Gretchen Gandini stated that in the private sector, there is usually some sort of funds that employees can access. There are mechanisms in the private sector to cover co-workers.

Amie Leigh said that other Districts are discussing the same issue. She spoke with Shaker Regional School District and they are going to maintain the current practice.

Michelle Heyman said defining what is non-essential to one person might not be considered non-essential to another. If it's not work related travel, we should define it as just "travel." Discussion ensued regarding the definition of travel. The Board agreed that if someone chooses to travel for leisure, they have to use their sick time to quarantine if they cannot work remotely. Kyle asked how do we define non-essential travel. Discussion ensued. The Board agreed that non-essential travel is considered tourism or recreation in nature. Gretchen Gandini stated that she is comfortable with staying consistent with the current model and use the definition of non-essential travel.

Gretchen Gandini stated that she has a hard time if someone is coming to work because we've asked them to because we are opening schools full time and they get kicked to quarantine. Just because the stimulus bill ran out, all the sudden their coworkers quarantine, that was covered, is not covered for them. We are asking them to do the same thing and it is no fault of theirs, it's no fault of ours either, but she is hopeful we can bridge that period of time. It is the right thing to do as an employer. She appreciates that it does not replicate what is happening in the private sector but appreciates that our schools are open and she is glad we were able to keep the schools open but we should do what we can to reward that staff who are coming in and keeping the schools open. It makes sense for us to treat them equally.

Jeanin Onos agreed but would like to see a time frame. Maybe examine it after the first quarter and see where everyone is at that point in time.

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Malcolm McLeod agreed with extended through the second trimester rather than the entire year.

Chris McDonough stated that after discussion, the Board is in support of Superintendent Beitler's proposal and revisit it in March.

Gretchen Gandini stated that she would like to revisit the competency-based report card at GMS. She thought the competency-based report card was also going to include a letter grade. Peter Sawyer replied that there was no intention of having both competency-based and a letter grade but we can certainly make it an agenda item for February.

Chris McDonough asked Anthony Sperazzo if there was any plans for this type of grading system at the high school. Anthony said no. They are working towards becoming more competency based but still have a letter grade. Chris McDonough stated that the concept of making sure the student are gaining competency is very important but when you get to the high school, the differentiation of students preparing for higher education at the high school level is completely different than the middle school.

### **Principal Reports**

Peter Sawyer presented his Annual Town Report for inclusion in the 2020 Town Report.

Danielle Bolduc presented her Annual Town Report for inclusion in the 2020 Town Report.

Anthony Sperazzo presented his Annual Town Report for inclusion in the 2020 Town Report. He also asked for approval from the Board for the acceptance of \$3,000 from NH Ball Bearing Inc. The money will be deposited into the student activity account named "Robotics" and will be used for materials and supplies. Gretchen Gandini motioned to accept the \$3,000 from NH Ball Bearing for the Robotics team. Kyle Sanborn seconded the motion, which passed unanimously with a 7-0 vote.

### **Business Administrators Report**

Amie Leigh reviewed and highlighted her report.

Budget update:

January 7<sup>th</sup> is the final Budget Committee meeting. The revenue estimate page is included for the Board's review and motion to approve. The largest area of decrease in revenue is due to the State of NH Education Grant. Gilford is estimated to loose over \$100,000 in state supported revenue. This is an estimate and could change before we set the final revenues during 21-22 school year.

Budget Journal Entries:

During the August Board meeting, budget adjustments were approved to cover COVID related expenses for an additional bottle filling station at the middle school and for additional instruction at the high and middle school. A motion to approve the final entries is required for our annual audit.

Entry #56 for the water bottle filling station from the field trip/studies budget for \$5,485.00. Discussion ensued. On a motion by Gretchen Gandini and a second by Karen Thurston, the Board voted to approve the journal entry on a 5-0-2 vote. Malcolm McLeod and Michelle Heyman abstained from the vote.

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Entry #57 for the additional instruction from the Title 1 salaries budget to the high and middle school teacher salaries line for \$93,337.80. Gretchen Gandini moved the request, which was seconded by Karen Thurston. Discussion ensued regarding the lines being replenished from the COVID grant. The journal entry had been approved and we need to re-credit the lines. This is a paper trail that we need to create and will reimburse the lines with the COVID funds. Amie offered an option to reverse the journal entry and have the lines be negative for the first trimester and credit back the lines from the COVID funds. This was an effort to cover it had the COVID funds not come in. Chair McDonough asked that Amie bring a worksheet next month showing that the money has been put back. A vote was taken on the motion. The motion passed with a 7-0 vote.

Chair McDonough asked if the salary worksheet numbers for the middle school were for the entire year. Amie replied yes but the high school salaries were only for trimester 1.

Gretchen Gandini asked Michelle if she was okay with moving forward if Amie brought back the worksheet showing the money was put back. Michelle Heyman requested that we make sure we keep money budgeted by building.

**Federal Projects**

The 20-21 continuous annual grants have been received. Past practice has been to motion to approve the increased budget amounts. Amie reviewed the grant amounts with the Board as follows:

<b>Project</b>	<b>Voted Budget</b>	<b>Received Amount</b>	<b>Variance</b>
Title I	\$153,782	\$210,883	\$57,101
Title II	\$61,383	\$57,392	\$-3,991
IDEA	\$212,072	\$242,509	\$30,437
IDEA/Pre-School	\$1,961	\$2,023	\$62
Title IV	\$33,070	\$30,825	\$-2,245
Total	<b><u>\$462,268</u></b>	<b><u>\$543,532</u></b>	<b><u>\$81,364</u></b>

Amie Leigh asked for a motion to approve the amount of Federal Projects money received in the amount of \$543,532.00. Chair McDonough made the motion, which was seconded by Jeanin Onos. The motion passed on a 5-0-2 vote. Michelle Heyman and Malcolm McLeod abstained from the vote.

Chair McDonough made a point for future reference, that in his six years on the Board, we have always received the money and double budgeted every year and he suggested that future boards should consider not budgeting 100% of that money as we double budget \$500,000.

The Board voted on the motion. The motion passed with a 7-0 vote.

Amie Leigh reviewed the Revenue and Credit Estimate worksheet with the Board and answered questions. The total budget for 2021-2022 is \$26,723,313. Amie would like to present this to the Budget Committee on Thursday night.

Chair McDonough asked for clarification on the food service sales.

Discussion ensued over the \$15,000 for Belmont football. Belmont has to give us a one-year notice. Superintendent Beitler stated there is a new Board of Friends of Belmont Football and they are trying to get

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more students involved in football. Belmont had asked us to consider pay-per-player but they are trying to revitalize the program.

Gretchen Gandini motioned to approve the Revenue and Credit Estimate worksheet as presented. Karen Thurston seconded the motion, which passed with a 5-0-2 vote. Michelle Heyman and Malcolm McLeod abstained from the vote.

Amie Leigh presented the proposed warrant articles for approval.

Chair McDonough asked for a show of hands of all those in favor of Article II, General Budget Funds. The article was recommended with a 4-1 vote. Kyle Sanborn was the opposing vote.

Chair McDonough asked for a show of hands of all those in favor of Article III, School Buildings Maintenance Capital Reserve Fund. The article was recommended with a 5-0 vote

Chair McDonough asked for a show of hands of all those in favor of Article IV, School Buildings Roof Maintenance Capital Reserve Fund. The article was recommended with a 5-0 vote.

Chair McDonough asked for a show of hands of all those in favor of Article V, School Buildings Technology Infrastructure Capital Reserve Fund. The article was recommended with a 5-0 vote.

**First Reading Policies**

- ADC – Tobacco Products Ban Use and Possession in and on School Facilities and Grounds
- GBED – Tobacco Products Ban Use and Possession in and on School Facilities and Grounds
- JICG - Tobacco Products Ban Use and Possession in and on School Facilities and Grounds

**Second Reading Policies**

- EBCG – Communicable & Infectious Diseases - Policy was approved on a motion from Jeanin Onos and a second by Gretchen Gandini. It was a unanimous vote.
- GBGAA - HIV/AIDS– Policy was approved for withdrawal on a motion from Gretchen Gandini and a second by Karen Thurston. It was a unanimous vote.
- IHAM – Health Education and Exemption From Instruction– Policy was approved on a motion from Jeanin Onos and a second by Karen Thurston. It was a unanimous vote.
- GCG – Part-Time and Substitute Professional Staff Employment – Policy was approved on a motion by Jeanin Onos and a second by Karen Thurston. It was a unanimous vote
- GCGAA – Per Diem Rates for Substitute Teachers - Policy was approved for withdrawal and will be added to the Substitute Handbook on a motion by Karen Thurston and a second by Gretchen Gandini. It was a unanimous vote

Chair McDonough opened the second public comment section. There being no comments, Chair McDonough closed public comment.

At 7:42 p.m., on a motion by Gretchen Gandini and a second by Jeanin Onos, the Board voted unanimously to enter non-public session under RSA 91-A:3II (c). A roll call vote was conducted as follows: Chris McDonough, yes; Gretchen Gandini, yes; Karen Thurston, yes; Jeanin Onos, yes; Kyle Sanborn, yes; Michelle Heyman, yes; Malcolm McLeod, yes.

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Respectfully submitted,

Jeanin Onos  
School Board Secretary