

Lisbon Board Of Education  
Lisbon Regional School  
Lisbon, New Hampshire

August 11, 2021  
5:30 PM

## **MINUTES**

**PRESENT:** Chairman Owen Clark, Vice Chairman Bob Adams, Principal Jackie Daniels, Vice Principal Paula Frank, Superintendent Tari Thomas, Business Administrator Toni Butterfield, Board Members Arthur Boutin, Steve Sherry, Lori Williams, Nina Brown, Scott Peterson, and Mo Chandler.

Public attendees: Mariah Charest, Barbara Martinez

Chairman Owen Clark called the meeting to order at 5:34 pm.

**MOTION MADE BY CHAIRMAN OWEN CLARK TO GO INTO NON-PUBLIC SESSION PER RSA 91A:3,1,11 AT 5:36 PM UNDER THE RIGHT TO KNOW LAW TAKING PRINCIPAL DANIELS AND SUPERINTENDENT THOMAS. ALL IN FAVOR, FOLLOWING A ROLL CALL VOTE. MOTION CARRIED.**

**MOTION MADE BY CHAIRMAN OWEN CLARK TO RETURN TO PUBLIC SESSION AT 5:44 PM, SECONDED BY. ALL IN FAVOR. APPROVED.**

**MOTION MADE BY BOARD MEMBER LORI WILLIAMS TO APPROVE THE JULY 14TH BOARD MINUTES, SECONDED BY BOARD MEMBER TUCKER CLARK. ALL IN FAVOR. APPROVED.**

### **FINANCIAL:**

Business Administrator Toni Butterfield discussed the financial report, working with auditors to work on '19/'20 year. This was pushed back due to covid and the auditor being able to come in to work with the SAU. '20/'21 will hopefully be worked on in September. Extra money the school did not spend down will be going back to the townspeople.

### **BUILDING AND GROUNDS:**

Board member Steve Sherry gave the report from the building and grounds committee. The Rac 6 stage rooftop unit fan motor, contactor, and compressor were \$4,600 and paid. Capital Alarm

fixed the freezer temperature probe costing \$500 and is now paid. The Rac library unity motor mount bearings were fixed and the bill is to come. Working on a price for the Rac office unity capacitor and contacts. Cintas found in their annual inspection that there needs to be an upgrade over tilt skillet and pull station lowered costing \$770. All extinguishers have been inspected or replaced and the bill is to come. Emergency/Exit lighting has been upgraded to LED except for one section as more parts are needed. Chris was able to get \$1,000 off the negotiated price as well as getting an \$800 discount on the floor scrubber trade in. The propane boiler circular pump seal is leaking; we are waiting on a price for this to be fixed. The propane boiler cleaning occurred 8/2-8/6. Tube slide on the playground has been fixed and 60 yards of mulch has been delivered. A new countertop in the special education room has been installed. The asbestos abatement for the windows project was completed between 6/28 and 7/1. Waste management papers have arrived and we are waiting on workers logs then they'll be sent to NHDES. 34 window operators will be replaced 8/16 costing \$4,975 and has already been paid. 10 blinds have been replaced costing a discounted price of \$800. Drains on the roof were cleaned; waiting on contractor for roofing materials. On 6/17 two people got stuck in the elevator. An elevator inspection occurred on 6/29 showing no issues. The elementary window installation started 8/2-8/6. Hoping to get new shades in soon with COVID money. The hot water heating loop leak near room 114 was fixed and the bill is to come. The main entrance grating was replaced by Wilco due to a tripping hazard costin \$800. The ENE PM contract price was "unchanged" and an oil boiler cleaning is to be scheduled. The Home Economics washer drain pipe was undersized so the wall is demoed and we are replacing the pipe with a 2" minimum and the isolation valves didn't work. Bill Taxter will brick the wall. 2 exhaust fans need motors costing \$1,500. 5 elementary vanities are coming.

#### **BUDGET:**

No Report

#### **POLICY HANDBOOK:**

The following policies were read for a second hearing

AC –Non-Discrimination, Equal Opportunity Employment & District Anti-Discrimination Plan, AC-E – Annual Notice of Contact Information for Human Rights Officer, Title IX Coordinator, And 504 Coordinator & Civil Rights Agencies, AC-R – Non-Discrimination Title IX Grievances.

**MOTION MADE BY BOARD MEMBER ARTHUR BOUTIN TO APPROVE ALL POLICY SECOND READINGS, SECONDED BY BOARD MEMBER STEVE SHERRY. ALL IN FAVOR. APPROVED.**

The policy handbook committee is still working on putting all policies together for the handbook.

**EXECUTIVE BOARD:**

No Report

**NEGOTIATIONS (PROFESSIONAL STAFF):**

No report

**NEGOTIATIONS (SUPPORT STAFF):**

No Report

**TRANSPORTATION:**

No Report

**TECHNOLOGY:**

No Report

**BROWN FUND:**

No Report

**LISBON EDUCATION FOUNDATION:**

No Report

**PRINCIPAL'S REPORT:**

In discussion about Drivers Education participation Principal Jackie Daniels shared Mr. McVetty would like to update the wording on participation in Drivers Ed so that students who fail out of the class do not automatically go to the top of the list (because of age) due to the fact of already having the opportunity to pass the class. Discussion about the cap on the number of the students allowed to participate in class (the cap is 12). Some board members would like Mr. McVetty to consider increasing the cap on the class to increase possibly to 15 in order to increase the opportunity of students participating in the program. Principal Jackie Daniels agreed to bring the discussion of increasing the cap to Mr. McVetty.

Principal Jackie Daniels explains the Kindergarten Teacher approved last month, before signing the final signature, backed out to take a position closer to her home.

**MOTION MADE BY BOARD MEMBER LORI WILLIAMS TO ACCEPT THE RESIGNATION OF PATRICIA PACKARD, NEWLY HIRED KINDERGARTEN TEACHER, SECONDED BY BOARD MEMBER MO CHANDLER. ALL IN FAVOR. APPROVED.**

The current class size for Kindergarten is up to 24 students. Principal Jackie Daniels asks the board to move from hiring one kindergarten classroom teacher to hiring two kindergarten classroom teachers due to class size numbers approaching classroom capacity. Problem solving financially of utilizing a portion of COVID money to cover.

**MOTION MADE BY BOARD MEMBER LORI WILLIAMS TO APPROVE THE ADDITION OF A SECOND KINDERGARTEN TEACHER, SECONDED BY BOARD MEMBER MO CHANDLER. ALL IN FAVOR. APPROVED.**

There is still an open position for a long term substitute for elementary PE and Health, Kindergarten, and a part-time instrumental music teacher.

Due to there being no remote option for the 2021/2022 school year six students have opted to be homeschooled. Administration has 14 families they have not heard from regarding homeschooling.

**IMPORTANT DATES:**

**August 23 and 27** - Fountus and Pinnell training for elementary reading staff

**August 25** - Staff Development

**August 26** - Staff Development

**August 30** - First day of school

**September 3 and 6** - No School

**September 8** - Year of the Book kick off event

**September 10** - Picture Day

**September 18** - Homecoming Games vs Lin-Wood

**SUPERINTENDENT:**

Superintendent Tari Thomas gave the first reading of the job description for Multi-Tiered System of Support Interventionist.

**MOTION MADE BY BOARD MEMBER LORI WILLIAMS TO APPROVE THE FIRST READING OF THE JOB DESCRIPTION FOR MULTI-TIERED SYSTEM OF SUPPORT INTERVENTIONIST, SECONDED BY BOARD MEMBER MO CHANDLER. ALL IN FAVOR. APPROVED.**

Superintendent Tari Thomas gave a COVID update including that a new decision matrix was made by the state to help school districts to make decisions on mask mandates ect. For their students, this matrix attended mostly to urban/ suburban area schools. Students opting to ride a school bus will have to be masked no matter what as it is a public transportation mandate from the federal government. Remote learning no longer required by the DOE, families may access homeschool if they so choose. In chorus classes students will be required to wear masks if singing indoors; if singing outdoors for chorus masks will be optional. For physical education classes masks will be optional if class takes place outdoors; if class takes place indoors students must be masked when in close proximity exerting energy. Principal Jackie Daniels gave a report on the responses from teachers through a survey taken by teachers/staff. Staff vaccination percentage is high. Grafton county risk level is back to high, this was separated by counties and not by town. Teachers will continue to sanitize their students while switching classrooms. Specials (art, music, technology, physical education, library) teachers will allow specials classes in the specials rooms. Staff and students with COVID symptoms will need a negative COVID test result before returning to school, unless the symptoms are due to a doctor documented chronic issue. Grades 5, 6, 7, and 8 are still discussing safe locker usage. High school will return to allowing students to utilize lockers. The traffic flow for pick up and drop off times will remain the same as the 2020/2021 school year. Board members discussed the possibilities and scenarios regarding students wearing/ not wearing masks in the classes, and places not mandated by the state or government.

**MOTION MADE BY BOARD MEMBER TO APPROVE THE 2021/2022 SCHOOL YEAR TO BE MASK-OPTIONAL EXCEPT FOR IN AREAS/SITUATIONS OTHERWISE MANDATED BY THE STATE/FEDERAL GOVERNMENT, SECONDED BY BOARD MEMBER LORI WILLIAMS. ALL IN FAVOR. APPROVED.**

**MOTION MADE BY , SECONDED BY CHAIRMAN OWEN CLARK TO GO INTO NON-PUBLIC SESSION PER RSA 91A:3,1,11 AT 6:49 PM UNDER THE RIGHT TO**

**KNOW LAW TAKING PRINCIPAL DANIELS AND SUPERINTENDENT THOMAS.  
ALL IN FAVOR, FOLLOWING A ROLL CALL VOTE. MOTION CARRIED.**

A discussion during the non-public session occurred regarding a parents request to tuition a student to another school. The board made a vote on this request.

**MOTION MADE CHAIRMAN OWEN CLARK BY TO RETURN TO PUBLIC SESSION  
AT 6:49 PM, SECONDED BY. ALL IN FAVOR. APPROVED.**

There being no additional business to come before the Board, MOTION MADE BY LORI WILLIAMS, SECONDED BY ARTHUR BOUTIN TO ADJOURN THE MEETING AT 6:55 PM. ALL IN FAVOR, MOTION CARRIED.

Respectfully submitted,

Alexis Blowey  
Board Clerk