

ASHLAND SCHOOL BOARD REGULAR MEETING
Ashland Elementary School – Heffernan Media Center
Tuesday, June 6, 2023 @ 5:30 PM
**Policy Review Committee Meeting – 5:00 p.m.*

MINUTES

CALL TO ORDER

Mr. Heath called the meeting to order at 5:42 p.m.

RECORD ROLL

Members Present:

Mr. Stephen Heath, Chair (late w/ notice)
Mrs. Sandra Coleman, Vice-Chair
Mr. Stephen Felton
Mrs. Jennifer Foote
Mr. Jesse Farris (late; arrived 5:52 p.m.)

Administrators Present:

Mrs. Mary Moriarty, Superintendent
Mrs. Kelly Avery, Principal

Members Absent:

None

Others Present:

Mr. David Ruell
Mrs. Heather Bullimore, Recording Secretary

NONPUBLIC SESSION

R.S.A. 91-A:3 II(c): This includes matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this Board, unless such a person requests an open meeting.

RSA 91-A:3, II(i) This includes matters related to the preparation for the carrying out of emergency functions.

Mrs. Foote moved, seconded by Mrs. Coleman, to enter Nonpublic Session.

YES: Mr. Heath, Mrs. Coleman, Mr. Felton, Mrs. Foote, Mr. Farris

NO: --

The motion passed unanimously. The Board entered Nonpublic Session at 5:43 p.m.

Mr. Felton moved, seconded by Mrs. Coleman, to return to Public Session.

YES: Mr. Heath, Mrs. Coleman, Mr. Felton, Mrs. Foote, Mr. Farris

NO: --

The Board re-entered public session at 6:09 p.m.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT – *Opened at 6:10 p.m.*

NEW BUSINESS

A. Data Privacy Plan

The Data Privacy Plan must be approved by June 30. Cole Mock, Technology Director, reviewed information about the Data Privacy Plan with the Board. Ensuring student data privacy is of the utmost importance. Schools store personal information about students, and protecting that data has an impact on student's lives, safety, and academic future. Failure to protect this data can result in loss of trust, reputation damage, and damage to internal systems. Mr. Mock provided an overview of the current Data Privacy Plan.

Discussion ensued. Mr. Felton asked if it is typical for schools not to hire third-party companies to provide data protection. Mrs. Moriarty shared that in her experience, that is not common practice for schools. It becomes costly to outsource this work. Mr. Mock said he is comfortable with his position and feels that the data at Ashland Elementary School is well-protected by the hardware and software that he manages. If there were ever a breach outside of the school's scope of work, Primex would step in.

Mrs. Moriarty will get detailed information for the Board about what Primex would cover in the case of a ransomware attack.

Mrs. Foote moved, seconded by Mr. Farris, to approve the Data Privacy Plan as presented. The motion carried 5-0.

MINUTES

A. Regular Meeting of May 2, 2023

The Board reviewed the minutes. Mrs. Foote and Mr. Heath noted two minor errors.

Mrs. Foote moved, seconded by Mr. Felton, to approve the minutes of the Regular Meeting of May 2, 2023, with edits. The motion carried 4-0-1, Mr. Heath abstaining.

COMMUNICATIONS

ADMINISTRATIVE REPORTS

A. Enrollment / Principal's Report

Mrs. Avery shared that enrollment as of June 1 is 159 students. Donuts with Your Grown Ups was a successful event with many families attending. The literary committee held a family book club night on May 24 where families enjoyed reviewing the book and literacy activities. Spring Concert was May 25 and went off successfully. Softball and baseball season have come to an end. The SEA science center hosted virtual workshops for K-5 – thank you to Mrs. McGettigan for organizing this. The science fair is on June 8 at 5-6:30 p.m. Field day will be June 13, and the theme is backyard games. Eighth grade graduation is Wednesday, June 14 at 6:30 in the auditorium. This Friday, Middle Tier is heading to Boston Museum of Science for the final field trip of the year.

BUSINESS OF THE SUPERINTENDENT

A. General Operating Expenses

Mrs. Coleman noted that she found some discrepancies in vendor payments from one month to the next. In Line 21156, this month was \$736, but last month was over \$3,000. Mrs. Moriarty explained that this vendor tends to bill sporadically, and sometimes the District receives several weeks or months of billing at a time. In Line 20743, there was also a discrepancy. Mrs. Moriarty explained that this is for a consultant who comes in as a behavioral specialist to help understand certain behaviors, and that they likely are billing multiple months at a time. Mrs. Moriarty will look into this particular vendor.

Mr. Felton moved, seconded by Mrs. Foote, to approve the payment of bills, manifest #2022. The motion carried 5-0.

Mrs. Moriarty noted that in regard to questions about last month's addendum, there was some late and sporadic billing, and for sports there were two referees required rather than one.

Mrs. Foote asked for clarity regarding Check #31036 and when those payments started. Mrs. Moriarty stated they began in January.

OLD BUSINESS

A. Water Bottle Filling Stations

Mrs. Moriarty provided an update on installing additional water bottle filling stations in order to comply with new law. Mr. Paquette got a price estimate of \$2,600 per unit, including four hours of labor, not including any electrical work. Moriarty recommended using some of the fund balance for the water bottle filling stations. Mr. Felton asked how this price estimate compares to what was spent for Inter-Lakes. Mrs. Moriarty will confirm with Mr. Swanker.

B. Ventilation Project Update

Mrs. Moriarty shared that the electrician is planning to come to school this week to install the breaker. The breaker is installed on the outside and should be able to be done during school hours. At some point in the future, building power will need to be shut down as part of the installation, but this can be done when school is out of session.

C. School Lunch Prices

Mrs. Moriarty provided information about how many students receive Free and Reduced Meals, and noted that these rates are down significantly. She also shared information about how many meals are served, revenue that comes in, expenses, the balance in food service (\$12,800 to date). School lunch balances can be used to offset differences between revenues and expenses and over time can be used to buy equipment.

Mrs. Moriarty recommended that lunch prices be increased by \$0.25 for students and adults. Mrs. Foote asked if there is a way for families to fill out the F&R paperwork online. Mrs. Moriarty said that it is not an online form. Mrs. Avery noted you can find the form on Café Services' website. Mrs. Moriarty said she will look into this and see if it could be transitioned to a digital form. Mrs. Avery noted that

if families need help filling the form out, staff can sit with them and help. Families got used to two years of free meals, and it is challenging to get people to return to filling out forms.

Mr. Farris moved, seconded by Mrs. Foote, to approve the increase in school lunch prices as presented. The motion carried 5-0.

NEW BUSINESS

A. LEA Determinations

Mrs. Moriarty shared the 2022-2023 Special Education LEA Determinations Rubric. Ashland met the requirements. Mr. Felton asked if there were any specific areas that needed more work. Mrs. Moriarty said she feels that Ashland is in a good place. Mrs. Foote noted that there used to be someone coming in from the high school and report on how the Ashland students were doing. Mrs. Moriarty said that hopefully that is going to return in the fall. Mrs. Avery noted that Mr. Parsons and her have spoken and he would love to do this. No action was needed.

B. Suicide Prevention Plan

Mrs. Moriarty noted that the law requires that the Suicide Prevention Plan get approved every other year, but it is preferable to review it yearly. She suggested adding 9-8-8 to the plan, which is the new crisis line number for mental health.

Mr. Felton moved, seconded by Mrs. Foote, to approve Suicide Prevention Plan as presented. The motion carried 5-0.

C. Athletics EAP

Mrs. Moriarty said that this is now incorporated into the Emergency Operations Plan. No action was needed.

D. Hiring Update

Mrs. Moriarty shared a hiring update with the Board, and noted that the District has received some applications. Mrs. Moriarty requested the Board give her the authority to hire over the summer without consulting the Board.

Mr. Farris moved, seconded by Mrs. Coleman to give Mrs. Moriarty authority to hire over the summer without consulting the Board. The motion carried 5-0.

POLICY

A. Policy Review Committee Minutes – May 2, 2023

The Board reviewed the minutes. No action was needed.

B. Policies for First Reading

The Board reviewed the policies.

Mr. Farris moved, seconded by Mrs. Foote, to approve first reading of the following policies, as amended:

- IHK, Character and Citizenship Education
- IKB, Homework
- IMGAs, Service Animals
- JFABD, Education of Homeless Children and Unaccompanied Youth
- JIC, Student Conduct
- JIC-1, Prohibited Conduct
- JICDD, Student Discipline/Out-of-School Actions
- JIFCA, Hazing

The motion carried 5-0.

PUBLIC COMMENT – Closed at 7:02 p.m.

ANNOUNCEMENTS

A. Tuesday, August 1, 2023

Ashland School Board @ Ashland Elementary School – Heffernan Media Center

- Policy Review Committee Meeting – **5:00 p.m.**
- School Board Meeting – **6:00 p.m.**

NEW BUSINESS

E. Unassigned Fund Balance

The Board reviewed the assignments for end-of-year encumbrances.

Mrs. Coleman moved, seconded by Mr. Farris, to encumber funds as presented.
The motion carried 5-0.

ADJOURNMENT

Mr. Felton moved, seconded by Mrs. Foote, to adjourn meeting at 7:13 p.m. The motion carried 5-0. Meeting adjourned at 7:03 p.m.

*Respectfully Submitted,
Heather Bullimore*