

Lisbon Board Of Education  
Lisbon Regional School  
Lisbon, New Hampshire

December 8, 2021  
5:30 PM

## **MINUTES**

**PRESENT:** Chairman Owen Clark, Vice Chairman Bob Adams, Principal Jackie Daniels, Dean of Students Paula Frank, Superintendent Tari Thomas, Business Administrator Toni Butterfield, Board Members Arthur Boutin, Steve Sherry, Nina Brown, Scott Peterson, Tucker Clark

Public attendees: Landaff Board of Education Members Dale Locke and John Barth

Vice-Chairman Bob Adams called the meeting to order at 5:32 pm.

### **Public Input:**

**MOTION MADE BY BOARD MEMBER STEVE SHERRY TO APPROVE THE NOV. 17TH '21 BOARD MINUTES, SECONDED BY BOARD MEMBER ARTHUR BOUTIN. ALL IN FAVOR. APPROVED.**

### **FINANCIAL:**

Business Administrator Toni Butterfield explained she had attended an adequacy aid training earlier in the day and learned a great amount of valuable information. Business Administrator Butterfield explained that back in October when she reported the school would receive an additional \$348,652, it should have been \$277,117. This was based on a miscalculation from the 11/5/2020 Adequacy FY 2022 Report. She had not added back the SWEPT into the total because the FY 2021 report did not have the SWEPT in it. When the DOE changed the way they were going to calculate the Adequacy the SAU received an additional FY 2022 report as of 9/1/2021. They then received a Revised November 2020, on 9/1/2021. This is when they added in the changed adequacy aid based on the higher free and reduced lunches numbers and/or the ADMs from the past two years.

Business Administrator Butterfield also pointed out that in the October 13, 2021 minutes it was written, "Toni Butterfield reported \$2,39,764 is our new estimated adequacy calculation and suggested we give the extra \$348,652 back to the taxpayers which will impact next year's taxes. She recommended the board hold off until November and have a special meeting to accept unanticipated funds and explain our intended use." Business Administrator Butterfield explained the board agreed not to have a special meeting and to instead give that money back to the taxpayers.

Board Members discussed some issues they are experiencing with DocuSign requiring a signature on the first page of a document before they are able to review the breakdown of the rest of the document. Business Administrator Butterfield said she would look into this.

Board Members discussed tuition agreements between teachers who are living in towns outside the school district and their children attending Lisbon Regional.

Superintendent search is still underway. There are 9 other SAU's across the state searching for a Superintendent as well.

#### **BUILDING AND GROUNDS:**

As of 12/3, the playground posts have shipped and installment is scheduled for 12/13. The plow broke on 11/27; the pump/motor, solenoid, and harness need to be replaced. The tray assembly of the oil boiler needed to be replaced. This would cost \$250, however, they took one from the stored boiler. Generator service is scheduled for 12/20. On 12/20 the water will have to turn off to replace the mixing valves. The roofers finished the front section including the middle of the gym court to the multi-purpose room north. There is a broken window in the multi-purpose room. There are 2 bathroom floor drains that do not work and will be checked on 12/20. Air filters need to be replaced (20) pairs which will cost \$800 in purifiers; these were ordered. A fire safety inspection happened at the school today.

#### **BUDGET:**

N/A

#### **POLICY HANDBOOK:**

N/A

#### **EXECUTIVE BOARD:**

The full board met last week and approved the SAU budget and district calendar. The full board approved the budget of \$922,836 with a 4.43% increase or \$46,379. Chairman Owen Clark discussed the idea of thinking about removing Lisbon from the SAU as Lisbon seems to have the least amount of say in regards to the full board. Tari suggested this discussion should be had within a Board of Education at least every decade. There were board members who agreed this is a discussion worth having at some point.

#### **NEGOTIATIONS (PROFESSIONAL STAFF):**

N/A

**NEGOTIATIONS (SUPPORT STAFF):**

N/A

**TRANSPORTATION:**

N/A

**TECHNOLOGY:**

N/A

**BROWN FUND:**

N/A

**LISBON EDUCATION FOUNDATION:**

N/A

**PRINCIPAL'S REPORT:**

Principal Jackie Daniels shared family communication just went out this afternoon. Our school did great with the Toys for Tots challenge collecting 558 toys having collected more toys than surrounding schools. Our seniors were the winners of the challenge. A reminder that students need sneakers for PE. The academic team beat Profile on the 23rd. General rule reminders about proper mask-wearing and parents should not be sending texts or messages to their children during the day as this is unhelpful to our rules against cellphone use in the building. As of yesterday at 4 pm there are 7 students out on quarantine. After the full board meeting last week, Board Member Nina Brown asked for the Testing Matrix to be revised to update the guidance for household contacts. Principal Jackie Daniels gave the revised testing matrix guidance to board members. Board Member Nina Brown suggested that we start requiring the proof of vaccination cards. Superintendent Thomas and Principal Daniels added they will discuss with the legal counsel if this can be done.

Board members discussed whether to accept the at-home COVID testing.

**VOTE TO ACCEPT THE AT-HOME COVID TESTING IN REPLACEMENT OF PCR TESTING. ROLL CALL. NOT APPROVED.**

Board members discussed whether to allow students at recess to be unmasked. Board members decided not at this time.

**IMPORTANT DATES:**

**December 8** - School Board meeting - 5:30

**December 9** - Virtual Parent/Family Workshop - 6:30-8:00

<https://forms.gle/67vENuWw2nFkhtKW7>

**December 10** - Culinary Arts field trip to King Arthur Flour

**December 15** - MS/HS Choral and Instrumental Winter Concert - 6:00 PM - live streaming on the Panther YouTube channel

**December 16** - High school assembly - Distracted, Drunk, and Drugged Driving Dangers

**December 17** - Vision screening - grades K-8 (*forms due to nurse on December 15*)

- Sports Photos - 2:00

**December 21** - Elementary Winter Concert - 6:00 - limited attendance - live streaming on the Panther YouTube channel

- Grade 8 field trip to Capitol Center for the Arts

**December 22** - Grades 7 and 8 movies at the Rialto in Lancaster

**December 23-January 2** - Holiday break - no school

**December 23-24** - Office closed

**January 12** - School Board meeting - 5:30

## **SUPERINTENDENT:**

The December 2021 Superintendent Newsletter features a great parent/family workshop offering, a few pictures and movies from around the districts, and the superintendent search survey.

Lisbon Regional has a policy (BEDH) that addresses how public input is to be conducted at board meetings; our current policy is from 2002; Superintendent Thomas was wondering if the board might consider revising it to the 2018 version from NHSBA making the following changes. The board will allow a maximum of 15 minutes to hear public comments at the beginning of each board meeting. Individual speakers will be allotted 3 minutes per person. The Chairman will recognize speakers on a first-come basis. In order to comply with the minute requirements of RSA 91-A:2, II, speakers shall identify themselves clearly for the record. And Except as otherwise provided in this policy, members of the public may offer comments on agenda items or upon any other matter of public concern directly relating to the District's school policies, programs, and operations. In the interest of preserving individual privacy and due process rights, the Board requests that comments (including complaints) regarding individual employees (other than the Superintendent) or individual students be directed to the Superintendent in accord with the complaint/grievance resolution processes set forth in School

Board Policies **KE and/or KEB**. Complaints regarding the Superintendent may be made either during public comment or directed to the School Board Chair as described in Board Policy **KEB**.

**MOTION MADE BY BOARD MEMBER TUCKER CLARK TO APPROVE THE UPDATED VERSION OF BEDH USING THE SECOND PARAGRAPH. SECONDED BY NINA BROWN. ALL IN FAVOR. APPROVED.**

The board continued to discuss the importance of public input. Board members agree that public input is important and they value the opinions of public attendees.

Superintendent Thomas explained that SAU #35 as a whole is up eleven students; LRS as of December 1st has 163 students in elementary, 51 in middle school, and 88 in high school.

#### **OTHER BUSINESS:**

Landaff Board of Education John Barthe called the Landaff school board meeting to order at 6:32 PM.

Superintendent Tari Thomas explained at the December meeting, the Landaff Board of Education discussed the following: Want to keep an agreement with Lisbon. Want to keep transportation to Lisbon. Want flexibility in the agreement to keep a grade at Landaff if needed/warranted (addressed in section 8). Want to add private school flexibility (addressed in section 1.B.) Would like a three-year agreement. The 22/23 school year numbers reflecting high school being \$18,000, Middle school \$17,000, Elementary \$15,000. If 90% of Landaff students attend Lisbon a 5% discount would be made.

Chairman Owen Clark asked what the likelihood of seeing a 90% rate of Landaff students attending Lisbon Regional. Chairman Clark also pointed out there have been multiple school board members from Landaff who have sent their children elsewhere. Board member Dale Locke discussed that Landaff only provides transportation to Lisbon and as a school board is still invested in Lisbon Regional. The next step to meeting that 90% tuition rate for Landaff to Lisbon would be to continue having these joint meetings. Another step would be to go to the parents sending their children to other schools and ask their reasoning for why they are more willing to transport their children to another school. Landaff board member Dale Locke suggested a step in keeping students at Lisbon Regional is to start young with the children in the Biddeford Lions programs. Keeping the kids engaged together at a young age with their sports and teammates may keep them united later on in the middle school and high school sports teams. Landaff Board Member John Barth explained he has been on the Landaff board for a year now and has taken some time looking back at the numbers and families who have decided to have their children go to a different school other than Lisbon. Lisbon Chairman Owen Clark discussed the idea of having 2 different times for Landaff and Lisbon boards of education to get together roughly every six months. Board Member Dale Locke expressed that as a board the voucher system is something they have focused on dissecting and digesting this past year. Landaff Board Member John Barth expressed meeting twice a year would be beneficial in fixing the problem they have

been seeing with the voucher system. Landaff is currently around the 30% range for students using the voucher system. This number is still being figured out as there are data points that make finding the correct number tricky. It is Landaff's goal to get back to the 90% range for students attending Lisbon.

Landaff student numbers are very low the current number is 23. Landaff has discussed the idea to keep an extra grade at Landaff due to their small numbers. There is a date currently written in the warrant article for this decision to be made. The reason for this is to be sure that budgets are able to be reflected due to this decision as well as teacher-to-student ratios for that fall.

Superintendent Thomas discussed the next step is to bring the warrant article to legal counsel.

Board member Dale Locke asked if the cost for legal counsel review be split between Lisbon and Landaff. Both boards agreed.

**MOTION MADE BY LANDAFF BOARD MEMBER JOHN BARTH TO ADJOURN THE LISBON LANDAFF SHARED MEETING BY 7:04 PM. SECONDED BY LANDAFF BOARD MEMBER DALE LOCK. ALL IN FAVOR. APPROVED.**

**MOTION MADE BY BOARD MEMBER ARTHUR BOUTIN, TO GO INTO NON-PUBLIC SESSION PER RSA 91A:3,1,11 AT 7:10 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 BOARD MEMBER TUCKER CLARK TO RETURN TO PUBLIC SESSION AT 7:59 PM, ROLL CALL. ALL IN FAVOR. APPROVED.**

**THERE BEING NO ADDITIONAL BUSINESS TO COME BEFORE THE BOARD, MOTION MADE BY BOARD MEMBER NINA BROWN, SECONDED BY BOARD MEMBER STEVE SHERRY TO ADJOURN THE MEETING AT 8:04 PM. ALL IN FAVOR, MOTION CARRIED.**

Respectfully submitted,

Alexis Blowey  
Board Clerk