

**MINUTES OF REGULAR SCHOOL BOARD MEETING,
MASON SCHOOL DISTRICT
NEW HAMPSHIRE, SEPTEMBER 14 , 2009**

A meeting of the Mason NH School District was held on Monday, September 14, 2009, at approximately 7:35 p.m. at the Mann House, pursuant to due notice of all members and the public.

Chairperson Wolfgang Millbrandt called the meeting to order. Upon calling of the roll, the following members answered present: Mary McDonald, Wolfgang Millbrandt. School Board Treasurer Sue Wagoner, School Board Secretary Becky Partridge, Deb Bemis School District Administrator, Moderator Catherine Schwenk, Betty Mulrey School Principle and Michael O'Neil of MRI were present
School Board member Donald Hodges was absent.

Recognition of Public

Fred Greenwood, Bob Hemmer, Bob Bergeron, John Lewicke, Joan Losee, Jim Losee, Chris Guiry.

Minutes of Previous Meetings

Motion by Wolfgang Millbrandt to approve the minutes from August 24, 2009 and minutes from work session September 7, 2009 , SECONDED by Mary McDonald.

Discussion: School District Administrator Deb Bemis would like clarification of the August 24, 2009 minutes in regards to the SAU Withdrawal. Deb Bemis would like the amount of \$70,000 (seventy thousand dollars) to be removed as she explained to the Board that it was not the amount of money that the State DOE would not approve or disapprove of it was that the State DOE had no opinion on that section of the agreement between Mason District and SAU #63. The School Board disagreed and believed the minutes accurately reflected what was said at the School Board meeting on August 24, 2009.

Motion remained the same:

Motion by Wolfgang Millbrandt to approve the minutes from August 24, 2009 and minutes from work session September 7, 2009 , SECONDED by Mary McDonald.

aye: McDonald, Millbrandt

nay: none

Motion carried 2-0

Announcements of Next Scheduled Meetings

A regular School Board meeting has been scheduled for Monday September 28, 2009 at 7:30 PM, Mason Elementary School Cafeteria.

Work Session to review Policies has been scheduled for Monday September 21, 2009, location TBA.

Public Communications

Chris Guiry made a suggestion to the Board that on the night of the SAU withdrawal vote that the school be available to be seen by Mason residents. The Board took it under advisement and has left the details to be discussed among Administration.

Chris Guiry also requested the input from the School Board about any feedback that they have received from the public in regards to the SAU withdrawal. The School Board responded that they have not had any inquires about the withdrawal.

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Chris Guiry also recommends to the Board to approach the Milford School Board and share the positive feedback that he has heard from parents about their children transitioning into the Milford School System. The question was raised as to whether a member of the Mason School Board should attend Milford School Board meetings? Wolfgang Millbrandt said maybe he occasional would attend.

John Lewicke informed the School Board that on many occasional on opening day construction workers commented on his Mason School t-shirt, he inquired if it would be possible to provide such shirts to the workers. Mary McDonald informed him that they have been in discussions with the Mason School Club regarding that possibility.

Bob Hemmer asked the School Board if it was possible to move the meeting back into the school cafeteria. The School Board agreed, future meetings will take place in the cafeteria of the school.

SAU Withdrawal

School Board Moderator Catherine Schwenk reviewed the meeting time line of the SAU withdrawal with the School Board (refer to attachment, Publication and Meeting Dates For The Mason School District Special Meeting) September 10, 2009 Publication of the Withdrawal Plan. September 17, 2009 Publication for Notice of the Public Hearing.

Building Committee

Bob Hemmer informed the Board that he has received the remaining schedule of the construction project. The shell of the addition is scheduled to be completed October 24, and the completion of the Mason Elementary School Construction is scheduled to be around February 23. Betty Mulrey informed the Board that she discussed student NECAP testing with the construction company and they will keep everything to a minimum around that time.

Betty Mulrey discussed with the Board the problem with keeping the front door of the school locked at all times as the Curriculum does have the students outside and the teachers will have a difficult time locking and unlocking the door continuously. Betty Mulrey inquired if it would be possible to use swipe cards. The Building Committee advised her that it was discussed at one time but not aware of what the outcome was. The issue of swipe cards will be revisited in the future.

Bob Hemmer and Fred Greenwood informed the Board that they installed the first of several Starboards on Sunday and that they are wonderful. Mary McDonald thanked them for the time they spent on Sunday.

Wolfgang Millbrandt expressed concern that the Category 5E wiring would not move video from classroom to classroom. Bob Hemmer responded that if the time came in the future to move video in such a manner that it can be done by wireless.

Financials

Mike O'Neil submitted checks to the Board for approval and signatures. Mike O'Neill submitted a manifest along with all supporting documents. Wolfgang Millbrandt expressed concern that he was unable to tell who authorized which expenditures on the manifest. Mike O'Neil explained that the invoices that he has does show the authorization signature on the individual invoice. He also explained that this is the manifest system that the Board approved.

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Wolfgang Millbrandt also voiced concern that he was unsure on how to tell the difference between building expenditures and other expenditures. Mike O'Neil responded that all building expenditures are submitted with a check for signature and the supporting documents attached and that the other expenditures are on the manifest provided for checks to be issued later.

Wolfgang Millbrandt was concerned and hesitant to sign the check for the purchase of computers and monitors for the teachers. Mike O'Neil ensured the Board that this would be 100% reimbursed under the Temporary and Kindergarten grant.

Wolfgang Millbrandt voiced concern over the reimbursement to Mary McDonald on pre-approved school supplies that she purchased at a substantial saving to the District.

Mary McDonald took offense and wanted it noted that Millbrandt has signed checks for other personal reimbursements without the same scrutiny.

Mike O'Neil informed the Board that he has received phone calls from parents who believed that they held a positive balance from the Mascenic School Lunch Program last year and likewise he has received a phone call from Mascenic informing him that many accounts owe Mascenic money for the lunch program. Mike O'Neil would like direction from the Board on how to proceed. The Board believes that this is an issue between the Mascenic Lunch Program and individual families, not the business of the Mason School Board.

Mike O'Neil informed the Board that the District has already received one check from a family for the Mason Lunch Program that has bounced. The Board agreed that the family should be contacted and informed that their check bounced and that they would have to pay the check amount plus the bank fee of \$15 (fifteen dollars) charged to the District by the bank for bounced checks.

Mike O'Neil informed the School Board that the Boys Scouts requested the use of the school for their Merit Badge College. Catherine Schwenk asked to be heard on the matter, request was granted. She informed the Board that in previous years the Boys Scouts have always been allowed to use the school building at no charge and that the children are always supervised and they are great about cleaning up after themselves. The School Board informed Mike O'Neil that they have no problems with the Boys Scouts using the building with a copy of the Certificate of Insurance. Mike O'Neil informed them that he does have a copy of their Certificate of Insurance. The Board informed Mike O'Neil that the Boys Scout will have to discuss that details with the Building Principle Betty Mulrey.

New Business

Deb Bemis presented the School Board with numerous candidates and contracts for part-time specialist work. Mary McDonald inquired about whether Betty Mulrey had been allowed to meet with these nominations before the contracts were presented to the Board. Mary McDonald, based on prior requests as well, stated that all future candidates must be interviewed by Principle Betty Mulrey.

Deb Bemis responded that Betty Mulrey is involved in the hiring of all Mason Elementary staff. The staff positions presented this evening are special education specialists whom Deb Bemis has worked with in the past and recommended to Ms. Mulrey prior to Board nomination.

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The following motions were made:

Contract for Special Education Tutor.

Sue Rysnick was nominated by Deborah Bemis, District Administrator.

*Motion made by Wolfgang Millbrandt to approve and sign the contract of Ms. Rysnik,
Seconded by Mary McDonald.*

aye: McDonald, Millbrandt

nay: none

Motion carried 2-0

Contract for Reading Tutor.

Nancy Elcock was nominated by Deborah Bemis, District Administrator.

*Motion made by Wolfgang Millbrandt to approve and sign the contract of Ms. Elcock,
Seconded by Mary McDonald.*

aye: McDonald, Millbrandt

nay: none

Motion carried 2-0

Contract for School Psychologist.

Stephanie Kavouras was nominated by Deborah Bemis, District Administrator.

*Motion made by Wolfgang Millbrandt to approve and sign the contract of Ms. Kavouras,
Seconded by Mary McDonald.*

aye: McDonald, Millbrandt

nay: none

Motion carried 2-0

Contract for Speech Pathologist.

Carolyn Garretson was nominated by Deborah Bemis, District Administrator.

*Motion made by Wolfgang Millbrandt to approve and sign the contract of Ms. Garretson,
Seconded by Mary McDonald.*

aye: McDonald, Millbrandt

nay: none

Motion carried 2-0

Contract for Speech Language Specialist.

Sophie Merrill was nominated by Deborah Bemis, District Administrator.

*Motion made by Wolfgang Millbrandt to approve and sign the contract of Ms. Merrill,
Seconded by Mary McDonald.*

aye: McDonald, Millbrandt

nay: none

Motion carried 2-0

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Contract for Occupational Therapist.

Linda Lannin was nominated by Deborah Bemis, District Administrator.

Motion made by Wolfgang Millbrandt to approve and sign the contract of Ms. Lannin, Seconded by Mary McDonald.

aye: McDonald, Millbrandt

nay: none

Motion carried 2-0

Substitute Teacher Contracts:

Contract for (Primary)Substitute Teacher.

Christina Greenwood was nominated by Deborah Bemis, District Administrator.

Ms. Greenwood is the primary Substitute Teacher for Mason Elementary.

She is given first opportunity to provide substitute teacher coverage up to 3 days per month.

Motion made by Wolfgang Millbrandt to approve, Seconded by Mary McDonald .

aye: McDonald, Millbrandt

nay: none

Motion carried 2-0

Contract for (Second) Substitute Teacher.

Deborah Lemire was nominated by Deborah Bemis, District Administrator.

Ms. Lemire is our second Substitute Teacher for Mason Elementary.

She is given first opportunity to provide substitute teacher coverage up to 3 days per month if Christine Greenwood has worked more than 3 days per month as a substitute teacher; or is unavailable to provide substitute teacher coverage during the school year.

Motion made by Wolfgang Millbrandt to approve, Seconded by Mary McDonald .

aye: McDonald, Millbrandt

nay: none

Motion carried 2-0

Deb Bemis on behalf of Betty Mulrey requests that the School Board approves the use of the Northwest Evaluation Mapping for the testing of the Mason Elementary students. After a short discussion a motion was made.

Motion by Mary McDonald to accept the mapping package and its' implementation for the 2009/2010 for \$3,125 (three thousand one hundred and twenty five dollars) as outlined in the attached email, seconded by Wolfgang Millbrandt.

aye: McDonald, Millbrandt

nay: none

Motion carried 2-0

Motion made by Wolfgang Millbrandt to accept the third reading and approve the following policies, seconded by Mary McDonald,

JCA- Change of School or Assignment

JEB- Age of Entrance

JIC- Student Conduct

JFAA- Admission of Resident Students

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JFAB- Admission of Tuition and Non-Resident Student
JFABD- Admission of Homeless Students
JHC- Student Release Precautions
JI- Student Rights and Responsibilities
JIA- Student Due Process Rights
JICA- Students Dress Code
JICC- Student Conduct on School Buses
JICH-Drug and Alcohol Use by Students
JICJ- Unauthorized Communication Devices
JIHC- Use of Metal Detectors
JLCE- First Aid and Emergency Medical Care
JLCF- Wellness Policy
JLIA- Supervision of Students

aye: McDonald, Millbrandt
nay: none

Motion carried 2-0

Motion made by Wolfgang Millbrandt to accept the second readings and approve the following policies, seconded by Mary McDonald:

JBAA-R- The School Districts Harassment and Sexual Violence Report Form
JFA-R Technical Assistance Advisory
JICC-R Student Rules of Conduct on the school bus
JICD-R Memorandum of understanding
JICE-R Student Publication/ Production/ Website Publications
JICI-R Modification of Weapons Expulsion
JICJ-R Procedure for Handling Unauthorized Communication Devices
JICK-R1 Bullying Report Form
JICK-R2 School Board Notification of Bullying Report
JIH-R Search of Students
JLCA-R Family Physician's Report of Physical Examination
JRA-R Student Records and Access/ Request Forms/ Access of Student Records
GBA Equal Opportunity Employment
GBAA-R Sexual Harassment and Sexual Violence Report Form
GBCD Background investigation and Criminal Records Check
GBCD-R Technical Assistance Advisory
GBD Board-Employee Communications
GBE Employee rights and Responsibilities
GBEA Staff Ethics
GBEB Staff Conduct
GBEBB Employee Student Relations
GBEBC Employee Gifts and Solicitations
GBED Tobacco Products Ban Use and Possession in and on School Facilities and Grounds
GBG Employee Protection
GBGBA Use of Automated External Defibrillators
GBJ Personnel Records
GBJ-R Personnel Records
GBJA Health Insurance Portability and Accountability Act (HIPAA)

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GBJA-R Health Insurance Portability and Accountability Act Noticed of Privacy Practices
GCAA Highly Qualified Teachers
GCB Professional Staff Contracts
GCCAB Emergency Disaster Leave Policy
GCCAD Military Leave
GCEB Administrative Staff Recruiting
GCG Part-Time and Substitute Professional Staff Employment
GCH Professional Staff Orientation
GCI Professional Staff Development Opportunities
GCM Professional Staff Work Load
GCNA Supervision of Instructional Staff
GCP Professional Staff Promotion/Reclassification
GCQC Resignation of Instructional Staff Member
GCQE Retirement of Professional Staff Members
GCRC Professional Personnel Consulting
GCRD Tutoring for Pay
GDB Employment of Non-Certified Personnel
JFABB-R Admissions of Foreign Exchange Students
JJA-R Student Activates/ Organizations: Eligibility Standards
JLCC-R Communicable Disease
JLCD-R Administering Medicine to Student
JLCE-R Emergency Information Form
JLIF-R Receipt and Use of Sex Offender Registry Information
GA Personnel Policies Goals
GBAA Sexual Harassment and Violence-Employees
GBB Employment Involvement in Decision Making
GBEBA Staff Dress Code
GBEBD Employee Use of Social Networking Websites
GBEC Drug-Free Workplace Policy
GBGA Staff Health
GBGAA HIV/AIDS
GBK Staff Concerns, Complaints and Grievances
GBK-R Employee Complaints and Grievance
GCA Professional Staff Positions
GCCAE Professional Staff Visitations and Conferences
GCCBC Family and Medical Leave Act
GCF Professional Staff Hiring
GCO Evaluation of Professional Staff
GCQA Reduction in Instructional Staff Work Force
GDF Hiring of Non-Certified Personnel
GDM Non-Certified Staff Development Opportunities
GDO Evaluation of Support Staff
GDQ Termination of Non-Certified Personnel

aye: McDonald, Millbrandt

nay: none

Motion Carried 2-0

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Wolfgang Millbrandt voiced his concern over the policy GBI Staff Participation in Political Activities and would like a third reading on this policy before approval.

Wolfgang Millbrandt moved to adjourn the meeting at 9:40

Minutes of public session taken by Secretary Becky Partridge and transcribed by Secretary Becky Partridge.