

**MINUTES OF REGULAR SCHOOL BOARD MEETING,  
MASON SCHOOL DISTRICT  
NEW HAMPSHIRE, SEPTEMBER 28 , 2009**

A meeting of the Mason NH School District was held on Monday, September 28, 2009, at approximately 8:15 p.m. at the Mason Town Hall, 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, Donald Hodges.

School Board Treasurer Sue Wagoner, School Board Secretary Becky Partridge, School District Administrator Deb Bemis, Moderator Catherine Schwenk, School Principal Betty Mulrey and Michael O'Neil of MRI were present

**Recognition of Public**

Bob Hemmer, Bob Bergeron, John Lewicke, Joan Losee, Jim Losee, Pat Letourneau, Nancy Richards.

**Minutes of Previous Meetings**

*Motion by Wolfgang Millbrandt to approve the minutes from September 14, 2009, seconded Donald Hodges,*

*Ms. McDonald requests discussion on motion.*

Discussion: Ms. McDonald would like to amend page 3 second paragraph from the bottom of the minutes, rephrase sentence and have it read "Mary McDonald, based on prior requests as well, stated that all future candidates must be interviewed by Principle Betty Mulrey."

*Motion by Mary McDonald to amend the minutes as discussed, seconded by Donald Hodges,*

aye: McDonald, Millbrandt, Hodges

nay: none

**Motion carried 3-0**

Further Discussion: Ms. McDonald would like the last paragraph on page 3 stricken as she feels it is not accurate of what was said at the meeting. Betty Mulrey also disagrees with the wording of the sentence and says she would have made herself available for an interview if asked. Ms. Bemis requested that this be discussed further in non-public session.

*Motion by Wolfgang Millbrandt to amend the minutes by striking the last paragraph and second to last paragraph on page 3 of the minutes.*

No second.

*Motion by Mary McDonald to amend the minutes by striking the last paragraph page 3, seconded by Donald Hodges,*

aye: McDonald, Millbrandt, Hodges

nay: none

**Motion carried 3-0**

**MINUTES OF REGULAR SCHOOL BOARD MEETING,  
MASON SCHOOL DISTRICT  
NEW HAMPSHIRE, SEPTEMBER 28 , 2009**

*Motion by Wolfgang Millbrandt to approve the minutes as amended, Seconded Mary McDonald,*

aye: McDonald, Millbrandt, Hodges

nay: none

**Motion carried 3-0**

\* further discussion in non-public and amendments to minutes when public session resumed.

*Motion by Wolfgang Millbrandt to approve the work session notes dated September 21, 2009, Seconded by Donald Hodges.*

aye: McDonald, Millbrandt, Hodges

nay: none

**Motion carried 3-0**

**Announcements of Next Scheduled Meetings**

Two regular School Board meetings have been scheduled for Monday October 12, 2009 and Monday October 26, 2009 at 7:30 pm, Mason Elementary School Cafeteria. Work Session to review Policies has been scheduled for Wednesday October 7, 2009 at 8:00 pm at the Mason Elementary School.

**Public Communications**

No public communications

**Reports**

**District Administrator Report, Deb Bemis:**

Ms. Bemis informed the Board that Mr. Millbrandt and herself will present the first half of the tuitioning check to the Milford School Board on October 5, 2009.

Ms. Bemis informed the Board that 22 students are being tuitioned to Mascenic and 64 children are being tuitioned to Milford.

Ms. Bemis told the Board that she meets with Special Education Case Workers at Milford two to three times a week to discuss the IEP of the Mason children attending Milford.

Ms. McDonald asked Ms. Bemis if it was worth giving a survey to the children that are being tuitioned to Milford and ask for there input on anything from busing to the sports.

Ms. Bemis agreed that it may be beneficial.

Ms. Bemis informed the Board that there was a staff meeting today and that it went well and that she would like to discuss this further in the non-public session. Ms. Bemis informed the Board that she encouraged the teachers to come to a Board meeting.

**Business Manager, Mike O'Neil:**

Mr. O'Neil submitted the Board with the financial manifest for review and signatures. It is noted that Board reviewed and signed said manifest.

Mr. O'Neil submitted checks and supporting documentation for building expenditures. It is noted that the Board reviewed and signed said checks.

Mr. O'Neil discussed the budget with the Board after review. The tuitioning portion of the budget is \$50,000(fifty thousand dollars) over budget. Ms. Bemis explained that this is due to the fact that 10 new students that were not previously in the public school system

**MINUTES OF REGULAR SCHOOL BOARD MEETING,  
MASON SCHOOL DISTRICT  
NEW HAMPSHIRE, SEPTEMBER 28 , 2009**

came back into the school system. Mr. Millbrandt asked what do we do to cover that expense? Mr. O'Neil responded that he hopeful that it will be covered by the immediate savings of \$70,000(seventy thousand dollars) that will be saved from the budget if the town votes in the affirmative on the SAU Withdrawal.

Mr. O'Neil submitted a draft of the budget to be reviewed by the Board. This draft includes incumbent, remaining and re-cast amounts.

Mr. O'Neil and Ms. McDonald reviewed and categorized all building expenditures last week. Mr. O'Neil will give more detail to the Board at the next meeting.

Mr. Millbrandt asked when does the Administration and Board begin working on next years budget? Catherine Schwenk informed the Board that on the door of the Town Clerks office is a large calendar with all the dates for setting the budget.

Mr. Millbrandt suggested that the budget for next year not be drafted until after the SAU withdrawal vote on October 27, 2009.

**Principal Report, Betty Mulrey:**

Ms. Mulrey announced that there will be a student/parent Open House Wednesday October 7, 2009 6-7:30PM. She also informed the Board that the Boys Scouts have requested a booth to provide information to those who are interested.

Ms. Mulrey announced that teacher/ parent conferences have been scheduled for November 16, 2009 and March 16, 2010. These conferences will be held during the day.

Ms. Mulrey informed the Board and public that Deluxe Corporation contributed 4 large cartons filled with school supplies plus a \$250 Check.

Ms. Mulrey inquired about a policy regarding the publication of photographs of children. The Board responded at this time there is no policy for this except the permission slip that was sent home at the beginning of the school year asking the parents permission. Pat Letourneau asked to heard. As a journalist she explained to the Board because of privacy issues before she will get prior approval before taking a picture. If it is a group of people and the picture has already been taken she will still ask each individual person permission. If they do not give her permission they will be "photo shop" out of the photo. Ms. Mulrey informed the Board that she will draft a policy to cover this issue. Ms. Mulrey also thanked the Mason School Club for the field trip to the apple orchard and the \$75 (seventy five dollars) they presented to each class.

**New Business**

**Policies**

*Motion by Wolfgang Millbrandt to accept the second reading and approve the following policies:*

ABA-Volunteer Involvement

ACE- Procedural Safeguards Nondiscrimination on the Basis of Handicap/Disability

AD- Philosophy of the School District

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

AE- Accountability

AC-R- Non-Discrimination: Title IX Grievances

*SECONDED, Donald Hodges*

aye: McDonald, Millbrandt, Hodges

nay: none

**MINUTES OF REGULAR SCHOOL BOARD MEETING,  
MASON SCHOOL DISTRICT  
NEW HAMPSHIRE, SEPTEMBER 28 , 2009**

**Motion carried 3-0**

*Motion by Wolfgang Millbrandt to accept the second reading and approve the following policies as amended,*

AA- School District Legal Status

AC- Non-Discrimination

ADB- Drug-Free Workplace Policy

ADD- Safe Schools

*SECONDED, Donald Hodges,*

aye: McDonald, Millbrandt, Hodges

nay: none

**Motion carried 3-0**

**Building Committee**

Bob Hemmer spoke on behalf of the Building Committee. Mr. Hemmer informed the Board that all is still on schedule and budget. Mr. Hemmer informed the Board that they have begun working with the CHIPS Commissioning Agent. This individual will ensure that everything is going the way it should to state code and by the CHIPS certification. Mr. Millbrandt expressed concern that one night late he entered the building and the cafeteria lights were on as well as there was a ladder that was open going up into the ceiling. He feels this is a safety concern for the students the following day. Bob Bergeron informed the Board that there was actually people, himself included, working up in the attic that night and when all work is complete all ladders and equipment used are put away.

Mr. Hemmer informed the Board that the roof on the existing part of the building is out to bid at this time. He informed the Board that there is a good chance that the money can be found in the existing building budget.

Ms. Bemis said that there is still no caller ID. Mr. Hodges said that this had to be discussed with Fairpoint. Ms. Bemis informed the Board that a third line will be installed and is necessary. Mr. Hemmer would like to know who authorized the third line as it is coming out of the building fund and that they had no knowledge of a request for a third line. Ms. Bemis informed them that they would have to speak to Mike O'Neil.

Mr. Millbrandt asked if there was a working fax machine. Ms. Bemis said that it only takes out going faxes and that the phone/ fax switch does not work. Mr. Hemmer responded that it should be returned and that he needs to be informed when situations like this arise so he can work to resolve the issue. Ms. Bemis responded that Mike O'Neil is taking care of it and that he would have to speak with him.

Mr. Millbrandt asked if a fax machine was necessary and why can we not use electronic fax by email. Mr. Hemmer agreed that emailing faxes would be better however there was request by administration that there be a fax machine. Ms Bemis responded that Heidi DeLorme uses the fax machine and that the construction crew often use it to place orders.

**Curriculum:**

At this time the Curriculum Committee has not been reestablish. Ms. Mulrey will be in contact with members of the Board elected Committee and re-establishing it with a combination of those members and staff at the school.

**MINUTES OF REGULAR SCHOOL BOARD MEETING,  
MASON SCHOOL DISTRICT  
NEW HAMPSHIRE, SEPTEMBER 28 , 2009**

Starboards are in the process of being installed, Ms. Mulrey informed the Board that the teachers are looking forward to getting them in use.

Mr. Millbrandt inquired about when they will be functional and would like a date when the teachers can present to the Board how they will be used in the classroom. After much discussion the first meeting in January will be when the teachers present this to the Board.

**Mason Education Support Organization, Becky Partridge:**

Ms. Partridge gave a brief history of MESO and the continuing relationship that they have established with the Mason School District. Ms. Partridge also made a request that MESO be placed on the agenda for all School Board meetings in order to ensure that there is sufficient communication between MESO and The Mason School District. Ms. Partridge gave a time-line of the upcoming events for MESO. At the first School Board meeting in October MESO will present the Board with the completed application that will be sent to the IRS for their 501 (c) 3 status and at this time will be requesting the application fee. At the last meeting of the month in October the School Board will be able to address MESO with any issues they may have with the documentation, although the School Board's approval is not needed it would be appreciated. At this time MESO is hoping to have a check presented to them to cover the application fee with the plan on paying the School District back.

Mr. Millbrandt asked if the Mason School District has a policy for the teachers writing grants and the administration of the grants. Members responded no.

Ms. McDonald asked the School Board members that School Board Secretary Becky Partridge record the non-public minutes from this date forward. School Board members agreed. School Board Secretary Becky Partridge will record non-public session meeting notes starting September 28, 2009.

*MOTION by Wolfgang Millbrandt to enter into non-public session in order to discuss personnel issues per RSA 91-a, 3 11(a-h) at 9:55 p.m., SECONDED by Donald Hodges.*

aye: McDonald, Millbrandt, Hodges

nay: none

**Motion carried 3-0**

*Motion by Donald Hodges to enter into public session at 10:55 p.m., SECONDED Mary McDonald.*

aye: McDonald, Millbrandt, Hodges

nay: none

**Motion carried 3-0**

*\*Motion by Mary McDonald to amend the amended minutes of September 14, 2009 previously approved in this meeting. The amendment would not strike the whole last paragraph but would strike only the sentence portion "however, not all staff are able to interview with Ms. Mulrey at the same time they interview with the Director due to the Principle's part-time administrative status and schedule.", Seconded Donald Hodges,*

**MINUTES OF REGULAR SCHOOL BOARD MEETING,  
MASON SCHOOL DISTRICT  
NEW HAMPSHIRE, SEPTEMBER 28 , 2009**

aye: McDonald, Millbrandt, Hodges

nay: none

**Motion carried 3-0**

*Motion by Mary McDonald to offer a position to an additional aide at nine dollars and hour a maximum of two hours a day, all school days, contingent on the Business Managers approval, Seconded Donald Hodges.*

aye: McDonald, Hodges

nay: none

Abstention-Millbrandt

**Motion carried 2-0 with one abstention**

Wolfgang Millbrandt moved to adjourn the meeting at 11:05 p.m.

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