

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

A meeting of the Mason NH School District was held on Monday, December 28, 2009 at approximately 7:45 p.m. at the Mason Elementary School Cafeteria, 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 Moderator Catherine Schwenk, and District Superintendent Dr. Deborah Bemis, were present.

Recognition of Public

Mark Richardson, Donna Richardson, John Lewicke, Bob Bergeron

Minutes of Previous Meetings

Motion by Wolfgang Millbrandt to approve the minutes of 12-14-09, Seconded by Mary McDonald.

aye: McDonald, Millbrandt, Hodges

nay: none

Motion carried 3-0

Announcements of Next Scheduled Meetings

Monday January 4, 2010: Technology Committee meeting at 7:30pm, Mason Elementary School Administration Offices.

Monday January 11, 2010: Mason School Board meeting at 7:30 pm, Mason Elementary School Cafeteria.

Monday January 25, 2010: Mason School Board meeting at 7:30 pm, Mason Elementary School Cafeteria.

Public Communications

No public communication

Reports

Superintendent's Report, Dr. Deborah Bemis:

Grant information: Dr. Deborah Bemis informed the Board that she had been given verbal conformation for the Title I grant and should receive the funds by the end of January in the amount of approximately \$20,000 (twenty thousand dollars). Dr. Bemis also informed the Board that the District should be receiving SPED grant funds in the amount of approximately \$9,000 (nine thousand dollars). This will cover speech and language services that Mason students receive. Dr. Bemis informed the Board that the Title II grant submission is almost complete and will be provided at the next School Board meeting. This amount will be approximately \$15,000 (fifteen thousand dollars). Mr. Millbrandt requested a spreadsheet providing these numbers and how it effects the budget.

First Student: Dr. Bemis informed the Board that she had received a letter from First Student Bus Company in regards to the situation that occurred a few weeks ago when Milford had a delayed opening and Mason did not. Dr. Bemis informed the Board that

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First Student will provide busses to the Mason Elementary for the four planned delays in Milford however they requested that in the future Mason align any emergency delays with Milford's delays. Ms. McDonald asked for the plan of the different possibly scenarios that were requested at the last School Board Meeting. Dr. Bemis responded that she has not received that information. Ms. McDonald has a concern when Milford and Mason both have a mid day shut down, will the busses be available for the Mason Elementary students. Dr. Bemis informed the Board that herself and Heidi Delorme had discussed that situation and that they would contact all parents and will remain until the busses arrive to bring the students home.

Ms. McDonald would like to establish specific scenarios and recommendations and give it to the bus company as requested at the last School Board meeting. Among those scenarios Dr. Hodges wants a plan for early emergency dismissal, closings in Mason but not Milford and vice versa. Dr. Bemis informed the Board that according to the letter received, First Student would follow normal shut down procedure and that they feel there would be no bussing conflict in the event of early dismissal.

Mr. Richardson is concerned that the middle and high school students may be riding on treacherous roads in Mason as Mason's weather is typically worse than Milford. Ms. McDonald is also concerned that if Mason Elementary is closed because of road conditions and Milford is open will the busses come and pick up the students in Mason for the middle and high school students and if not will they be exempt from attending school that day? Ms. McDonald would like to stop the conversation as it could be debated on and on and would just like the scenarios and recommendations sent to First Student and have them write back their official response. Dr. Bemis would like to know whether the Board would like to ask for priority since we are an elementary school? Dr. Hodges answered that they just want answers to the specific scenarios at this time.

High School Tuition: Dr. Bemis informed the Board that she received a letter from the Superintendent of Mascenic setting the rate for next year at \$9,867 per student (nine thousand eight hundred sixty seven). Dr. Bemis informed the Board that this rate has not changed from the present year. She also stated that there has been some students that have left both Mascenic and Milford mid year. Milford has pro-rated the year for those students that were there for only half the year and Dr. Bemis will ask if Mascenic plans on doing the same.

Mr. Millbrandt asked if Mr. O'Neil could recalculate the budget numbers with the grants, tuition rate and the updated number of students. Dr. Bemis said that he could.

Dr. Bemis informed the Board that the Principal of Mascenic High School had contacted her and would like to know if a student at Mascenic that is taking advance courses at Milford be able to ride the bus with the Mason students from Milford High School back to the center of Mason. The Board saw no issue with this request as it has no impact on the cost or number of busses needed.

Student Handbook: Dr. Bemis informed the Board that the Student Handbook is still in process and that Ms. Mulrey is writing a cover letter. Dr. Bemis informed the Board that she is still waiting on the rest of the policies to finish the draft of the handbook. Ms. McDonald raised concerns that she received feedback from the teachers that they have not received a draft of the handbook to review as requested by the School Board at the last meeting. Dr. Bemis responded that it is not a completed draft at this point. Dr. Hodges requested that it be sent out for review to the teachers as it is now. Dr. Bemis

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informed the Board that herself and Ms. Mulrey spoke with three of the teachers and that they wish to only review the final draft and would provide feedback on that. Dr. Hodges stressed that the teachers should have input on the draft and that if they need to review it twice than they need to review it twice. Dr. Bemis requested clarification, "The Board wants the teachers to review the incomplete draft?" Ms. McDonald and Dr. Hodges said yes that the teachers should be involved now not just on the final draft. Dr. Bemis informed the Board that she has had some feedback from the teachers: 1. Teachers wanted to review the final draft once it is all put together so they did not have to review it twice. 2. Teachers requested that there be a cover letter. 3. Teachers wanted to know which policies can Mason revise and which policies are mandated by law.

Dr. Hodges responded that Mason can change any policy, Mason just has to abide by the law.

Dr. Bemis will send the incomplete draft to the teachers for review and also email a copy to Ms. McDonald who will put it on the shared server drive.

Website: Ms. McDonald informed the Administration that if there is anything that the school would like to be posted i.e. letters, postings, documents, etc. they need to be given to her and she will post them on the website. Dr. Bemis inquired about the posting of the policies on the school website. Ms. McDonald responded that she will not post the policies on the school website if they are on another website, she does not want to duplicate effort. Dr. Bemis asked if the two sites could be linked, after a short discussion with the problems that could arise from linking the two sites the conversation was stopped.

Business Manager, Ms. Sue Wagoner:

Ms. Wagoner submitted the manifest and supporting documentation to the Board. It is noted that the Board reviewed and signed said manifest.

Principal Report:

No report

Building Committee, Bob Bergeron:

All is on schedule. Mr. Millbrandt asked if there was something that could be done to hide the silo on the side of the building. Mr. Bergeron informed the Board that a six foot fence is being placed around it and that options to improve the look will be investigated at the next meeting.

Dr. Bemis raised concerns that one of her staff, Bronwyn Pavilion was concerned about the lack of adequate space for her SPED students needs. Dr. Hodges and Ms. McDonald met with Ms. Paveglio to discuss her concern. Mr. Millbrandt asked if this was a posted Board meeting as he was not in attendance. Ms. McDonald responded that he was informed of the meeting but said he had no interest in attending. Dr. Hodges explained that there were no decisions made just fact finding. Dr. Bemis was also concerned that she was not aware of the meeting and that she or another SPED personnel should be present for any meeting where SPED is involved. Dr. Bemis inquired whether the pre-school would be in the kindergarten room next year again. Ms. McDonald answered no. Dr. Bemis was concerned that the required footage would not be met if not in the kindergarten room. Ms. McDonald said that when the proposal for the pre-school was proposed there was a limited number of children to be enrolled in the program, she believed it was stated that the program would consist of only 12 children.

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As long as Mason does not deviate from the proposal that was agreed upon there is adequate space for the pre-school in the area that has been set aside. Ms. McDonald also reminded the Board that this was not a decision of the Building Committee but a decision made by the Building Principal who is in charge of the Building and how the space is used.

Dr. Bemis asked whether the Administration Offices would be moving soon as well. Ms. McDonald answered no that the Building Committee felt it would cause more problems moving the offices mid year but that they would be moved in June. However Ms. McDonald said if the Administration wishes for the offices to be moved into their permanent space before years end, they could arrange that.

Curriculum Committee:

No report

Mason Education Support Organization:

No report

Technology Committee, Dr. Donald Hodges:

The committee met and worked on the goals of the CYA. The committee has established a number of goals and at the next meeting on January 4, 2010 they will set actionable items for committee members. Ms. McDonald informed the Board that all classroom are wired for network, no cables are needed, there is one HUB per classroom. There are about 40 computers that will be available for the students at the school.

Building Safety Committee, Dr. Donald Hodges:

Dr. Hodges informed the Board that the Safety Committee had met and that the feedback from the Fire and Police Departments were received. At this time Ms. Mulrey is writing a draft summarizing the findings and suggestions of the Departments. Ms. McDonald inquired whether Ms. Mulrey or Dr. Bemis needed to be appointed to committees since they are employees of the District. Madam Moderator Catherine Schwenk responded that she was uncertain and that such a question is more of a legal question and should be directed to the attorney.

Motion by Wolfgang Millbrandt to appoint the following Mason residence to the Safety Committee, Donna Richardson, Fred Greenwood, Bob Hemmer, Dave Cook, and Barry Hutchins, as well as school employees Dr. Bemis, and Ms. Mulrey, seconded Mary McDonald

aye: McDonald, Millbrandt, Hodges

nay: none

Motion carried 3-0

Unfinished Business:

Mr. Millbrandt inquired that he thought Don Jutton of MRI would be present tonight. Ms. McDonald answered that Mr. Jutton had requested Mason School District's attorney be present for the meeting and since no attorney was schedule for this evening Mr. Jutton did not schedule the meeting for tonight. Mr. Millbrandt explained that he is strongly against having our attorney present and that if MRI felt an attorney was needed they could bring MRI's attorney at a cost to them not Mason. Ms. McDonald explained that

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MRI has suggested that we have our attorney present and therefore we should proceed on their recommendations.

Motion by Mary McDonald to have the Mason School District attorney present during the requested meeting by Don Jutton between MRI and the Mason School Board, seconded Donald Hodges.

Mr. Millbrandt responded that we should not have to provide an attorney, Dr. Hodges responded that Mason hired MRI to consult and they have suggested that Mason's attorney be present and so Dr. Hodges would like an attorney present.

aye: McDonald, Hodges

nay: Millbrandt

Motion carried 2-1

New Business:

Mark Richardson inquired whether the School Board and the Administration when responding to emails with each other "reply all" or if they just reply to the person the email is coming from? Mr. Richardson reminded the Board that if they "reply all" they would not be in compliance with the "open meeting law" and that they should not "reply all" but only acknowledge the email was received and discuss the contents of the email at the next Board meeting or only reply to the person that the email originated from.

Minutes from Non-Public/Public/Adjournment:

Motion by Wolfgang Millbrandt to enter into non-public session at 9:15pm per RSA 91-A:3II. (c) adversely effecting the reputation of any person, seconded by Mary McDonald.

aye: McDonald, Millbrandt, Hodges

nay: none

Motion carried 3-0

Present were School Board members Dr. Hodges, Mr. Millbrandt, Ms. McDonald, District Superintendent Dr. Bemis.

Motion by Wolfgang Millbrandt to enter into public session at 9:35 p.m., seconded by Mary McDonald.

aye: McDonald, Millbrandt, Hodges

nay: none

Motion carried 3-0

****reference non-public minutes 12-28-09A**

Motion by Donald Hodges to enter into non-public session per RSA 91-A:3II.(A,C) Dismissal, promotion, compensation or disciplining of any public employee and adversely effecting the reputation of any person, seconded by Mary McDonald.

aye: McDonald, Millbrandt, Hodges

nay: none

Motion carried 3-0

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Present were School Board members Dr. Hodges, Mr. Millbrandt, Ms. McDonald.

Motion by Mary McDonald to enter into public session at 10:30pm., seconded by Donald Hodges.

aye: McDonald, Millbrandt, Hodges

nay: none

Motion carried 3-0

*****reference Non-Public minutes 12-28-09B**

Motion by Dr. Donald Hodges to request attendance records from the beginning of the 2009/2010 school year to present date for the following employees: Dr. Deborah Bemis, Ms. Betty Mulrey, and Ms. Bronwyn Paveglio, seconded Wolfgang Millbrandt

aye: McDonald, Millbrandt, Hodges

nay: none

Motion carried 3-0

Mr. Millbrandt moved to adjourn the meeting at 10:40 pm.

Respectfully submitted,

Becky Partridge
School Board Secretary