

**MINUTES OF REGULAR SCHOOL BOARD MEETING,
MASON SCHOOL DISTRICT
NEW HAMPSHIRE, FEBRUARY 8, 2010**

A meeting of the Mason NH School District was held on Monday, February 8, 2010 at approximately 7:40 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 and Wolfgang Millbrandt. School Board member Dr. Donald Hodges arrived at 7:43 pm. District Superintendent Dr. Deborah Bemis, Secretary Becky Partridge, Moderator Catherine Schwenk, Treasurer Sue Wagoner, and Mike O'Neil of MRI were present.

Recognition of Public

Refer to sign in sheet dated 2/8/10

Minutes of Previous Meetings

Motion by Mary McDonald to amend the minutes of 1-25-10 submitted by Becky Partridge: Page 5, Building Committee Report change "existing cafeteria" to "The roof on the remaining part of the school building", Seconded by Wolfgang Millbrandt.

aye: McDonald, Millbrandt
nay: none

Motion carried 2-0

Motion by Wolfgang Millbrandt to approve the minutes as amended dated 1-25-10 submitted by Becky Partridge, Seconded by Mary McDonald.

aye: McDonald, Millbrandt
nay: none

Motion carried 2-0

Announcements of Next Scheduled Meetings

Monday February 15, 2010: Mason School District Budget Hearing at 7:30 pm, Mason Town Hall.

Monday February 22, 2010: Mason School Board meeting at 7:30 pm, Mason Elementary School Cafeteria.

Tuesday March 16, 2010: Annual District meeting at 7:30 pm. Location TBA.

School Board member Dr. Donald Hodges joined the meeting.

Action Items

1. Dr. Bemis will contact the Ledger to correct the error that occurred listing only Dr. Chris Guiry as running for a seat on the School Board. Mr. Hemmer was left off of the notice.
2. Mr. O'Neil will contact Primex to discuss adding riders to cover after school activities onto the insurance.
3. The School Board directed Dr. Bemis to discuss with the attorney to write a warrant article requesting an Expendable Trust Fund for Unanticipated Tuitioning students.
4. Mr. O'Neil and Mrs. Wagoner to provide individual financial reports for comparison.
5. Mr. O'Neil is to provide a report as to where the offsetting revenues for \$230,000 deducted from the bond proceeds is coming from this fiscal year.

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Public Communications

Mr. Hemmer inquired whether there was a policy on teacher cell phone use in the classroom. He informed the school board that there have been concerns raised about a teacher using a cell phone during class time. Mrs. Mulrey informed him that it is not allowed and that she will address it. Dr. Hodges said that there was no policy regarding teachers use of cell phones in the classroom. Mrs. Partridge referred to the Board policy JICJ that states that students are not allowed to use cell phone. Mr. Hemmer asked if the policy should include staff. Dr. Hodges opposes writing a policy in regards to teachers using cell phones in the classroom and stated that it should be addressed as a staffing issue. Mrs. Mulrey said she would address it at the next staff meeting.

Mr. Hemmer brought it to the School Board's attention that the Ledger advertised Dr. Chris Guiry as running for a School Board position but not himself. He requested that the Ledger be contacted and a correction be made. Dr. Bemis told the School Board that she would do the notification and correction.

Mrs. Jeannine Phalon inquired about the notice that went home stating that there was a scheduled Milford delay but no Mason delay and exactly what the busing solution is. Dr. Bemis informed her that the bus company is providing two extra buses so the elementary school will not be effected. Mrs. Phalon asked how one would know what bus to get on if two buses arrived at the bus stop. Mrs. Mulrey was uncertain what bus drivers would be driving the Elementary School children.

Mrs. Karen Couture requested that she be heard in non-public session. Mr. Millbrandt informed her that she will be heard at the end of the meeting.

Superintendent's Report. Dr. Deborah Bemis:

Dr. Bemis informed the Board that Mr. Dean Eggert has been given the Warrant Articles to review. He was not able to attend tonight's meeting but Dr. Bemis said she should have a report from him shortly.

The Warrant Articles that are being reviewed are Capital Reserve Fund for Student with Disability and a petition to increase the number of school board members. After some discussion it was determined that the Attorney should also write a Article for an Expendable Trust Fund for Unanticipated Tuitioning students. Dr. Bemis said that she would contact the Attorney with that request.

Mr. O'Neil presented the Board with a draft of the Operating Budget titled FY2011 Draft Budget, February 8. Mr. O'Neil referenced a few changes to this draft:

1. Spent YTD as of February 8, 2010
2. Budget reflects medical insurance increase
3. Budget reflects unemployment decrease
4. Line Items for SAU costs. This will provide a greater understanding of SAU office expenses.
5. Janitor service is for one full time with benefits position

Mr. Millbrandt questioned whether enough taxes were collected for this year and if there was an error on the MS-24. Mr. O'Neil submitted to the Board documentation titled Warrant Article/ Tax Reconciliation, dated February 8, 2010. Mr. O'Neil explained that there were taxes raised that were not used for expenditures (Total over raised) and than there were not enough taxes raised from another calculation (Understatement due to building bond being removed from tax). So the shortfall in tax calculations is low enough to be covered by other revenues. Mr. O'Neil submitted documentation titled Recap of

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Fund Balance Transfer dated February 8 to provide an example of the revenues that can cover the shortage.

Dr. Bemis requested that the Board allow her to post the date and time for the Annual District Meeting.

Motion by Mary McDonald to accept the date and time of March 16, 2010 at 7:30pm for the Annual District Meeting, Seconded by Wolfgang Millbrandt,

aye: McDonald, Millbrandt, Hodges

nay: none

Motion carried 3-0

Dr. Bemis informed the Board that she received a letter and a check (supporting document titled Mascenic Regional School District, dated February 1, 2010) stating that \$60,605.51 will be returned to the Mason School District from the Undesignated Fund.

Dr. Bemis informed the Board that she has received conformation of Title I and II funding.

Mr. O'Neil informed that Board that the District received the Food Nutrition-Service Fund reimbursement from SAU #63.

Principal's Report, Mrs. Betty Mulrey:

Mrs. Mulrey informed the Board that NWEA testing has been planned for next week; the proctors will be trained this week. Mrs. Mulrey told the Board that she wanted to review the NECAP results in more detail before presentation to the Board. Mrs. Mulrey informed the Board that the music teacher has begun recorder with the children and the PE teacher had the children snow shoeing. Mr. Millbrandt inquired if the District needs an insurance rider for after school programs. Mr. O'Neil responded that he would get in touch with Primex about insurance riders for after school programs.

Mr. Hemmer asked Mrs. Mulrey if she had seen the final version of the Student Handbook. Mrs. Mulrey said that she had not seen the final version; she has only seen what was emailed to her previously. Dr. Bemis responded that the teachers and principal had all seen and reviewed the portions that pertained to them. Mr. Hemmer inquired if only Dr. Bemis has seen the whole Handbook in present form. Dr. Bemis asked why Mr. Hemmer was pursuing this line of questioning, as she does not question everything the Principal sends out. Mr. Hemmer stated that he is questioning why one hundred copies of something were made without the Principal and teachers seeing the final form. Mr. Millbrandt requested that the meeting continue.

Business Manager, Mike O'Neil:

Mr. O'Neil informed the Board that he has began inquiring about firms to perform an audit. At the next meeting Mr. O'Neil will have a letter for Board approval outlining the details of what is needed from this audit.

Dr. Hodges would like to offer the full time staff short term disability instead of long term disability and asked Mr. O'Neil the difference in price. Mr. O'Neil stated that the difference in cost is insignificant between short and long term disability. After a brief discussion Dr. Hodges made a motion.

Motion by Dr. Donald Hodges to provide short term disability in the benefits package as opposed to long term disability (although full time individuals can still pay into LTD), Seconded by Mary McDonald,

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Discussion: Mr. Millbrandt asked what this does. Mr. O'Neil responded that financially it is roughly the same and that short term disability kicks in at two weeks and will pay up to six months.

aye: McDonald, Hodges

nay: none

Abstain: Millbrandt

Motion carried 2-0, 1 Abstention

Mr. O'Neil informed the Board that the Building Committee is working on a detailed financial report of what still needs to be completed and purchased.

Mr. O'Neil submitted the current manifest for review and signatures. It is noted that the Board signed said Manifest.

Mr. Millbrandt asked if it would be possible for the Treasurer and business manager to independently provide financial reports for reconciliation. Mr. O'Neil had no problem with providing such a report to the Board.

Mr. O'Neil is to provide a report as to where the offsetting revenues for \$230,000 deducted from the bond proceeds is coming from this fiscal year.

Committee Reports

Building Committee Report, Mr. Bob Hemmer:

Mr. Hemmer informed the Board that all is on schedule and within budget. He also informed the Board that the final inspection for the pellet boiler is scheduled for Friday.

Curriculum Committee Report:

No Report

MESO Committee Report, Becky Partridge:

No Report

Technology Committee, Mary McDonald:

Mrs. McDonald informed the Board that the Technology draft plan will be sent out for review. Policy KDC which the Technology Committee was responsible for is ready for review. It was decided that Policy KDC would be reviewed at the next meeting.

Safety Committee:

No Report

New Business

Mrs. Karen Couture to be heard in non-public session for reasons that may adversely affect the reputation of any person.

Minutes from Non-Public/Public/Adjournment

Motion by Dr. Donald Hodges to enter into non-public session for reasons that may adversely affect the reputation of any person per RSA 91-A:3II (c)., 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, Mrs. McDonald, Mrs. Karen Couture. Notes were taken by Mary McDonald. After approximately 45 minutes Mrs. Couture left the executive session. At that time Dr. Bemis and School Board members met to further discuss the concerns raised by Mrs. Couture.

Motion by Dr. Donald Hodges to enter into public session at 11:25 p.m., seconded by Mary McDonald.

aye: McDonald, Millbrandt, Hodges
nay: none

Motion carried 3-0

Motion by Mary McDonald to seal minutes of non-public session 2-8-2010A(reputation), seconded by Dr. Donald Hodges.

aye: McDonald, Millbrandt, Hodges
nay: none

Motion carried 3-0

***Reference sealed minutes 2-8-10A**

Mr. Millbrandt moved to adjourn the meeting at 11:30 pm, seconded Dr. Hodges.

Respectfully submitted,

Becky Partridge
School Board Secretary