

## HILLSBORO-DEERING SCHOOL BOARD MEETING

Monday, October 17, 2022, 6:00pm

H-D Elementary School Media Center

Also Live Streamed at: <https://townhallstreams.com/town.php?id=109>

*The mission of the Hillsboro-Deering School Board is to articulate and develop the educational goals of the community and to allocate community resources effectively and responsibly. It strives to create, with educational professionals, a dynamic learning environment in which all students are inspired to realize their individual potential, learn critical academic skills, develop intellectual curiosity and moral courage, and prepare to be active citizens.*

### MINUTES

#### **In Attendance:**

#### **Board Members:**

**Chris Bober - Chair**

**Paul Plater - Vice Chair**

**Jessica Morris**

**Heidi Welch**

**Michael Kenney**

#### **Administration:**

**Jennifer Crawford, Superintendent**

**Stacey Vazquez, Director of Student Support Services**

**Grant Geisler, Business Manager**

**Jim O'Rourke, HS Principal**

**Craig Roach, Upper ES Principal**

#### **A. Call Meeting to Order**

- a. Chair Bober called the meeting to order at 6:01pm

#### **B. Pledge of Allegiance and Moment of Silence**

- a. Public announcement - the meeting is being audio recorded and will appear on the district website, [www.hdsd.org](http://www.hdsd.org) and live streamed at <https://townhallstreams.com/town.php?id=109>

#### **C. Recognitions**

- a. None

#### **D. Correspondence**

- a. None

#### **E. Non-Public Session - RSA 91-A:3 II. (I)**

- a. Bober moved to enter into a non-public session citing RSA 91-A:3 II. (I). Morris seconds. Motion passed 5-0-0 @ 6:04 pm
- b. Roll
  - i. Chris Bober - Yes
  - ii. Paul Plater - Yes
  - iii. Jessica Morris - Yes
  - iv. Heidi Welch - Yes

- v. Michael Kenney - Yes

**F. Call Back to Order**

- a. Chair Bober called the meeting back to order at 6:22pm

**G. Student Representative Report - Courtney Ford**

- a. ES
  - i. The Book Fair
  - ii. October 21st they will be doing their community chain
  - iii. October 27th - Cyber Security night
  - iv. Literacy day and the parade is coming up on October 31st
- b. MS
  - i. Student led conferences on October 20th
  - ii. Junk to Funk coming to perform for all grades
  - iii. Last soccer game was tonight
- c. HS
  - i. Student Council is putting together Halloween activities for the end of the day on October 31st
  - ii. National Honor Society is going to visit the 3rd grade to do some fun Halloween activities
  - iii. PSATs were last week for the juniors.

**H. Public Comment Limited to five minutes per person**

- a. Public Comment opened at 6:28pm
  - i. No members of the public present who wished to speak
  - ii. Remaining time is tabled until later in the meeting.

**I. Consent Agenda**

- a. Minutes - October 3, 2022 meeting
- b. Appointments, Leaves and Resignations
  - i. See attached sheet
- c. Policies Requiring Board Action
  - i. BEDH Public Comment and Participation at Board Meetings - Approval of Revision
- d. **VOTE**
  - i. Moved to approve the consent agenda, minus the BEDH Policy as presented. Welch seconds. Motion passed 5-0-0

**J. Superintendent's Report**

- a. General Update
  - i. Goal of increasing communication with the community
    - 1. A monthly newsletter has been going out
    - 2. Working on getting a more functional calendar on our website.
  - ii. Two grant funded committees that we are going to be able to put together this year

1. Evaluation Committee
2. PD Committee
- iii. Elementary school is in the process of finalizing a contract with WestEd to use the rest of the CSI funding
- iv. Preliminary information on the free and reduced lunch numbers
  1. Pre-Pandemic - Overall 38.5% rate
  2. Now - 37.3%
- b. Propose Cooperative Agreement with John Stark for Lacrosse – Jim O'Rourke
  - i. Full discussion can be heard online
  - ii. Boys and girl's lacrosse
  - iii. John Stark is a Division II school and we are a Division III school.
    1. Both schools are having trouble fielding a full team
  - iv. This co-op will not cost either district more money, but will end up saving each district money.
  - v. Questions
    1. How is transportation dealt with?
      - a. Transportation is the parent's responsibility.
    2. How many students participate in school sports?
      - a. This fall we have around 100 students participating
- c. Monthly Financial Report - Grant Geisler
  - i. See attached sheets
  - ii. School District Trust Funds
    1. 2019-2020 surplus funds were actually transferred twice
      - a. The business manager and the school district treasurer to make the corrective actions needed.
    2. We have not applied the 2020-2021 surplus funds to the trusts yet - pending audit
    3. The Board voted to withdraw funds from the Paving and HVAC trusts - this has not happened yet but will be once the bills come in.
  - iii. Audits
    1. The HD Final FY21 Audit is in final review - hoping to get the audit by the end of this week.
    2. We have a new audit company for the FY22 beginning in November
  - iv. Vehicles
    1. We have one that does not work at all and two that we are not using
      - a. We are going to attempt to sell them (2 vans and a pick-up truck that are all older vehicles)
- d. NH State Council on the Arts – Arts in Health Grant FY2023,

- i. \$1,700 to support drumming circles for self-regulation at the ES
- ii. This is a student and family enrichment activity

**K. Board Discussion**

- a. H-D Support Staff-AFT #6219 and H-D School Board Tentative Agreement
  - i. The Board has seen the agreement
  - ii. This is a fiscally responsible and appropriate agreement for our hard-working support staff
- b. Report on Delegate Assembly
  - i. Bober attended as the Board representative.
  - ii. Everything passed as we had voted.
  - iii. Monadnock School Board gave a presentation on tracking policies
    - 1. Shout out to Carol Fogarty because she already does what was being recommended.
- c. Community Survey of Budget Priorities
  - i. Last meeting we had talked about survey questions that we can send out to the community
    - 1. Initial Survey question ideas
      - a. Track
      - b. Shop space
      - c. Agricultural center
      - d. Football stadium
      - e. Arts center
      - f. Indoor community center
      - g. Swimming pool
  - ii. We want to solicit feedback from the community to see what sort of projects they feel are most beneficial to the district.
- d. BEDH Public Comment and Participation at Board Meetings - Approval of Revision
  - i. With this new policy, will we only offer public comment in the first part of the meeting?
    - 1. By doing it this way, you are saying that you will be offering public comment at least once per meeting.
    - 2. If we reach 30 minutes at the first public comment session, the Board can vote to extend public comment longer if wanted/needed
  - ii. **VOTE**
    - 1. Morris moved to send BEDH Public Comment and Participation at Board Meetings back to the policy committee. Welch seconds. Motion passed 4-1-0. (Kenney No)

**L. Public Comment - opened at 8:00pm**

- a. L. Bosse
  - i. Urges the Board to continue to hold the second public comment session in the board meetings
  - ii. Please give the members of the public the opportunity to speak on what is being voted on.
  - iii. Saw that the Board is charging the Lions Club \$500 to run the senior citizen dinner
    - 1. Has never been more appalled and insulted.
    - 2. The Lions Club has contributed so much to this district.
- b. J. Morris
  - i. As a mom
    - 1. Loves the newsletters
      - a. Appreciates the efforts of the Newsletters
    - 2. Both of her children play sports that are not quite as popular as others.
      - a. Other seniors in more popular sports have been left out of celebrating the end of season as a graduating senior.
    - 3. Doesn't want the smaller sports programs to be forgotten
- c. C. Fogarty
  - i. The crafting of the consent agenda
    - 1. The Board did waive the Lions Club facility use fee - the minutes have the unsigned facilities use form the previous packet prior to the vote.
    - 2. The Board voted to waive the fee on the facilities use form for the Lions Club.
- d. Closed public comment at 8:09pm

**M. Action Items**

- a. H-D Support Staff-AFT #6219 and H-D School Board Tentative Agreement
  - i. Bober moved to approve the H-D Support Staff-AFT #6219 and H-D School Board Tentative Agreement as presented. Morris seconds. Motion passed 5-0-0
- b. Cooperative Agreement with John Stark for Lacrosse
  - i. Welch moved to authorize the Cooperative Agreement with John Stark for Lacrosse as presented. Morris seconds. Motion passed 5-0-0
- c. Authorize Execution of NH State Council on the Arts – Arts in Health Grant FY2023, \$1,700 to support drumming circles for self-regulation
  - i. Welch moved to approve and recognize that Jennifer Crawford, Superintendent of Schools is duly authorized to enter into contracts or agreements on behalf of Hillsboro-Deering School Board with the State of New Hampshire, acting by and through the Department of Natural and

Cultural Resources-NH State Council on the Arts, and is further authorized to execute any documents on behalf of this Municipality which may be in his/her judgment desirable or necessary to effect the purpose of this resolution as presented. Morris seconds. Motion passed 5-0-0

**N. Adjournment**

- a. Morris moved to adjourn. Welch seconds. Motion passed 5-0-0 @8:21pm

Respectfully Submitted,  
Megan Shower

78 School Street  
Hillsboro, NH  
03244-4870

# SAU #34

603-464-4466  
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*Soaring to Excellence*

*Jennifer L. Crawford, Ed.D.*  
*Superintendent of Schools*

*Jeni M. Laliberte, M.Ed., CAGS*  
*Director of Curriculum, Instruction and Assessment*

*Stacey L. Vazquez, Ed.S.*  
*Director of Student Support Services*

*Grant G. Geisler, M.S.*  
*Business Manager*

To: Members, Hillsboro-Deering School Board  
From: Dr. Jennifer Crawford, Superintendent of Schools  
Date: October 17, 2022  
Re: Appointments, Leaves and Resignations - Teachers & Administrators

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The following resignations, leaves, and appointments of teachers have occurred since the October 3, 2022 School Board meeting:

**RESIGNATIONS: None**

**LEAVES: None**

**TRANSFERS/CHANGE OF ASSIGNMENTS:**

**Steve Cousens** – HDHS Cross Country Coach, stipend change to \$1,222, change end date of assignment to 9/22/22.

**APPOINTMENTS:**

**John Bramley** - HDHS Cross Country Coach, \$1,378 stipend, effective 9/23/22-11/5/22.

**Jennifer Blaschik** – HDHS Curriculum Project, \$35.00/hour, up to 10 hours, effective 9/29/22

**HDMS After School Academic Support**–\$35.00/hour, approximately 2 hours/week depending on need and staffing, effective for 9/19/22-6/9/23 (ESSER grant funded)

**Eliza Tasker**  
**Melissa Moultroupe**  
**Richard Chapin**

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Business Manager*

To: Hillsboro-Deering School Board Members  
From: Dr. Jennifer Crawford, Superintendent of Schools  
RE: **For Information Only** – Appointments, Leaves & Resignations of Staff  
Date: October 17, 2022

**Resignations: None**

**Leaves: None**

**Transfers/Change of Assignments: None**

**Appointments:**

**Neve Demarest** – HDSO Substitute Teacher, K-12, \$85.00/day as needed, effective 10/11/22

**Rachelle Cyr** – HDSO Food Service Substitute, \$10.50/hour as needed, effective 10/03/22

**Mandy Howard** - HDSO Substitute Teacher, K-5, \$85.00/day as needed, effective 10/13/22

**Mandy Howard** - HDSO Substitute Paraeducator, \$12.00/hour as needed, effective 10/13/22

**HDHS Athletics EMT/Paramedic Coverage** - \$200 per event, effective 10/4/22-6/30/22:

**Jon Daley**  
**Sara Munson**  
**Amelia Newton**

HILLSBORO-DEERING SCHOOL DISTRICT

FINANCIAL REPORT YTD BY OBJECT

Fiscal Year: 2022-2023

From Date: 9/1/2022 To Date: 9/30/2022

Filter Encumbrance Detail by Date Range

Print accounts with zero balance

Exclude inactive accounts with zero balance

Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal	% Rem
10.0000.000.110.0	SALARY	\$7,875,344.18	\$280,465.00	\$8,155,809.18	\$584,368.31	\$912,609.34	\$7,243,199.84	\$7,039,234.40	\$203,965.44	2.50%
10.0000.000.111.0	PARA EDUCATOR SALARY	\$1,301,156.00		\$1,299,944.96	\$103,690.58	\$144,674.38	\$1,155,270.58	\$1,055,619.85	\$99,650.73	7.67%
10.0000.000.112.0	SALARY	\$4,500.00		\$4,500.00	\$0.00	\$0.00	\$4,500.00	\$455.00	\$4,045.00	89.89%
10.0000.000.113.0	NON-UNION	\$1,984,147.78		\$1,984,147.78	\$141,839.22	\$384,754.61	\$1,619,393.17	\$1,554,606.74	\$64,786.43	3.27%
10.0000.000.114.0	NON-UNION SALARY	\$269,120.69		\$169,910.00	\$19,268.22	\$67,438.77	\$201,681.92	\$201,682.07	(\$0.15)	0.00%
10.0000.000.120.0	SUBSTITUTES	\$16,800.00		\$16,800.00	\$6,977.50	\$6,977.50	\$162,932.50	\$12,610.00	\$150,322.50	88.47%
10.0000.000.130.0	STIPENDS	\$2,860,455.07		\$2,860,455.07	\$198,626.79	\$317,318.37	\$2,543,136.70	\$2,200,552.26	\$342,584.44	11.98%
10.0000.000.211.0	HEALTH INSURANCE	\$254,293.03		\$254,293.03	\$18,006.41	\$28,169.55	\$226,123.48	\$202,037.00	\$24,086.48	9.47%
10.0000.000.212.0	DENTAL INSURANCE	\$16,051.20		\$16,051.20	\$1,195.29	\$1,920.23	\$14,130.97	\$13,391.49	\$739.48	4.61%
10.0000.000.213.0	LIFE INSURANCE	\$24,489.09		\$24,489.09	\$1,763.29	\$3,004.10	\$21,484.99	\$20,169.25	\$1,315.74	5.37%
10.0000.000.214.0	LONG TERM DISABILITY	\$864,685.16		\$864,685.16	\$62,473.82	\$110,334.95	\$754,350.21	\$717,555.26	\$36,794.95	4.26%
10.0000.000.220.0	FICA & MEDICARE	\$2,056,366.92		\$2,056,366.92	\$157,898.19	\$282,616.30	\$1,773,750.62	\$1,787,795.87	(\$14,045.25)	-0.68%
10.0000.000.230.0	NHRS	\$8,000.00		\$8,000.00	\$6,883.00	\$6,883.00	\$51,617.00	\$0.00	\$51,617.00	88.23%
10.0000.000.240.0	TUITION REIMBURSEMENT	\$8,000.00		\$8,000.00	\$942.50	\$942.50	\$7,057.50	\$0.00	\$7,057.50	88.22%
10.0000.000.241.0	STAFF TUITION REIMB	\$2,000.00		\$2,000.00	\$84.00	\$84.00	\$1,916.00	\$917.00	\$999.00	49.95%
10.0000.000.242.0	TRAINING	\$8,000.00		\$8,000.00	\$0.00	\$0.00	\$8,000.00	\$0.00	\$8,000.00	100.00%
10.0000.000.250.0	UNEMPLOYMENT COMPENSATION	\$59,942.00		\$59,942.00	\$56,358.10	\$56,358.10	\$3,583.90	\$0.00	\$3,583.90	5.98%
10.0000.000.280.0	WORKERS COMPENSATION	\$4,500.00		\$4,500.00	\$1,951.75	\$2,552.00	\$1,948.00	\$3,268.50	(\$1,320.50)	-29.34%
10.0000.000.290.0	FINGERPRINTING & PHYSICALS	\$1,023,413.00		\$1,023,413.00	\$255,953.00	\$255,953.00	\$767,560.00	\$767,560.00	\$0.00	0.00%
10.0000.000.310.0	SUPERINTENDENT SERVICES	\$418,152.00	\$1,211.04	\$419,363.04	\$24,300.99	\$46,324.14	\$373,038.90	\$165,975.92	\$207,062.98	49.38%
10.0000.000.330.0	PROFESSIONAL SERVICES	\$10,000.00		\$10,000.00	\$2,500.00	\$2,500.00	\$7,500.00	\$0.00	\$7,500.00	75.00%
10.0000.000.331.0	TUTORING	\$500.00		\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.0000.000.340.0	CHECKLIST	\$24,000.00		\$24,000.00	\$10,035.70	\$10,035.70	\$13,964.30	\$0.00	\$13,964.30	58.18%
10.0000.000.411.0	AUDIT FEES	\$54,000.00		\$54,000.00	\$19,750.77	\$19,750.77	\$34,249.23	\$34,249.23	\$0.00	0.00%
10.0000.000.421.0	WATER & SEWER	\$42,000.00		\$42,000.00	\$11,164.30	\$11,164.30	\$30,835.70	\$23,895.70	\$7,000.00	16.67%
10.0000.000.422.0	WASTE DISPOSAL	\$80,000.00		\$80,000.00	\$0.00	\$0.00	\$80,000.00	\$0.00	\$80,000.00	100.00%
10.0000.000.423.0	SNOW PLOWING	\$608,207.00		\$608,207.00	\$50,133.48	\$100,266.96	\$507,940.04	\$498,533.04	\$9,407.00	1.55%
10.0000.000.424.0	CUSTOMER SERVICES	\$70,000.00		\$70,000.00	\$12,699.09	\$21,460.68	\$48,539.32	\$28,129.77	\$20,409.55	29.16%
10.0000.000.430.0	GROUPS MAINTENANCE	\$300,000.00		\$300,000.00	\$36,730.60	\$110,987.92	\$189,012.08	\$48,879.48	\$140,132.60	46.71%
10.0000.000.441.0	REPAIRS & MAINTENANCE	\$35,000.00		\$35,000.00	\$0.00	\$0.00	\$25,261.00	\$25,261.00	\$0.00	0.00%
10.0000.000.442.0	EQUIPMENT RENTAL	\$223,220.78		\$223,220.78	\$6,858.06	\$155,650.80	\$67,569.98	\$54,298.26	\$13,271.72	5.95%
10.0000.000.510.0	TRANSPORTATION	\$1,097,299.80	\$0.00	\$1,097,299.80	\$95,942.19	\$97,382.19	\$999,917.61	\$842,274.13	\$157,643.48	14.37%
10.0000.000.520.0	PROPERTY INSURANCE	\$50,000.00		\$50,000.00	\$51,137.72	\$51,137.72	(\$1,137.72)	\$0.00	(\$1,137.72)	-2.28%
10.0000.000.531.0	TELEPHONE	\$101,060.00		\$101,060.00	\$17,946.03	\$26,182.58	\$74,877.42	\$74,064.80	\$812.62	0.80%
10.0000.000.534.0	POSTAGE	\$18,750.00		\$18,750.00	\$166.69	\$1,403.37	\$17,346.63	\$5,495.64	\$11,850.99	63.21%
10.0000.000.540.0	ADVERTISING	\$10,000.00		\$10,000.00	\$350.00	\$350.00	\$9,650.00	\$2,100.00	\$7,550.00	75.50%
10.0000.000.550.0	PRINTING	\$10,400.00		\$10,400.00	\$158.75	\$631.62	\$9,768.38	\$2,853.60	\$6,914.78	66.49%
10.0000.000.560.0	TUITION	\$515,857.00		\$515,857.00	\$36,943.57	\$36,943.57	\$478,913.43	\$407,936.43	\$70,977.00	13.76%
10.0000.000.580.0	TRAVEL	\$22,700.00		\$22,700.00	\$193.15	\$2,475.44	\$20,224.56	\$4,056.00	\$16,168.56	71.23%
10.0000.000.591.0	ADMISSIONS	\$1,875.00		\$1,875.00	\$0.00	\$0.00	\$1,875.00	\$0.00	\$1,875.00	100.00%
10.0000.000.610.0	SUPPLIES	\$346,659.00		\$346,659.00	\$49,123.78	\$77,383.28	\$269,275.71	\$180,406.05	\$88,869.66	25.64%
Total										2021.4.31

**HILLSBORO-DEERING SCHOOL DISTRICT**

**FINANCIAL REPORT YTD BY OBJECT**

Fiscal Year: 2022-2023

From Date: 9/1/2022 To Date: 9/30/2022

Include pre encumbrance

Exclude inactive accounts with zero balance

Print accounts with zero balance

Filter Encumbrance Detail by Date Range

Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal	% Rem
10.0000.000.622.0	ELECTRICITY	\$246,500.00		\$246,500.00	\$429.36	\$30,938.68	\$215,561.32	\$215,561.32	\$0.00	0.00%
10.0000.000.623.0	PROPANE	\$160,000.00		\$160,000.00	\$712.39	\$712.39	\$159,287.61	\$159,287.61	\$0.00	0.00%
10.0000.000.626.0	VEHICLE FUEL	\$6,000.00		\$6,000.00	\$0.00	\$117.74	\$5,882.26	\$3,382.26	\$2,500.00	41.67%
10.0000.000.640.0	BOOKS	\$306,853.00		\$306,853.00	\$16,844.10	\$183,136.82	\$123,716.18	\$39,559.62	\$84,156.56	27.43%
10.0000.000.650.0	SOFTWARE	\$0.00		\$0.00	\$0.00	\$12,139.26	(\$12,139.26)	\$0.00	(\$12,139.26)	#DIV/0!
10.0000.000.730.0	EQUIPMENT	\$272,742.98		\$272,742.98	\$10,646.54	\$61,493.77	\$211,249.21	\$48,674.02	\$162,575.19	59.61%
10.0000.000.810.0	DUES & FEES	\$54,240.00		\$54,240.00	\$3,797.58	\$14,301.58	\$39,938.42	\$11,880.00	\$28,058.42	51.73%
10.0000.000.811.0	NEASSC HS REACCREDITATION	\$3,500.00		\$3,500.00	\$0.00	\$0.00	\$3,500.00	\$0.00	\$3,500.00	100.00%
10.0000.000.830.0	INTEREST	\$18,375.00		\$18,375.00	\$0.00	\$18,375.00	\$0.00	\$0.00	\$0.00	0.00%
10.0000.000.890.0	MISCELLANEOUS	\$46,920.00		\$46,920.00	\$1,063.55	\$7,731.54	\$39,188.46	\$35,370.72	\$3,817.74	8.14%
10.0000.000.910.0	PRINCIPAL	\$735,000.00		\$735,000.00	\$0.00	\$735,000.00	\$0.00	\$0.00	\$250,000.00	100.00%
10.0000.000.930.0	TRANSFER TO TRUST	\$25,000.00		\$25,000.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$250,000.00	100.00%
<b>Grand Total:</b>		<b>\$25,001,485.68</b>	<b>\$280,465.00</b>	<b>\$25,281,950.68</b>	<b>\$2,077,808.36</b>	<b>\$4,408,207.53</b>	<b>\$20,873,743.15</b>	<b>\$18,573,329.81</b>	<b>\$2,300,413.34</b>	<b>9.10%</b>

Printed: 09/13/2022 2:18:53 PM Report: rptGLGenRptwBudgetAdj 2021.4.31