

PROFILE SCHOOL BOARD MINUTES
DECEMBER 20, 2018

PRESENT: Board Chair – Kim Shillieto; Board members – Mike Culver, April Hibberd, Dr. Rocke, Rick Christoffersen; Principal Jellison; Superintendent Couture, Business Manager Kristin Franklin

Board Chair Shillieto opened the meeting at 5:31 pm.

PUBLIC INPUT

None

STUDENT REPRESENTATIVE

None

APPROVAL OF MINUTES OF NOVEMBER 15, 2018

MOTION MADE BY RICK CHRISTOFFERSEN AND SECONDED BY DR. ROCKE THE BOARD MOVED TO APPROVE THE MINUTES OF NOVEMBER 15, 2018. ALL IN FAVOR, 1 ABSTENTION (AH) MOTION CARRIED.

SUPERINTENDENT'S REPORT

Superintendent Couture asked the Board to accept the resignation of Mike Webster as a paraprofessional.

MOTION MADE BY DR. ROCKE AND SECONDED BY RICK CHRISTOFFERSEN THE BOARD MOVED TO ACCEPT THE RESIGNATION OF MIKE WEBSTER AS PARAPROFESSIONAL. ALL IN FAVOR, MOTION CARRIED.

Superintendent Couture asked the Board to accept the nomination of Elaine Sojka as paraprofessional.

MOTION MADE BY RICK CHRISTOFFERSEN AND SECONDED BY DR. ROCKE THE BOARD MOVED TO ACCEPT THE NOMINATION OF ELAINE SOJKA AS PARAPROFESSIONAL. ALL IN FAVOR, MOTION CARRIED.

Superintendent Couture told the Board that the executive board approved the SAU 35 2019-2020 budget. A Student Assistance position is included in that budget. The executive board maintains their decision to keep the start of school before Labor Day contrary to the department of education's suggestion to begin after Labor Day.

Superintendent Couture handed out the district hearings and annual meeting dates. Profile's budget hearing will be held on February 21, 2019 and the annual meeting will be held on March 21, 2019. Mr. Couture also handed out a December 3, 2018 (December 1st was a Saturday) enrollment report. Total District comparison between 2017 and 2018 decreased by 13.

OLD BUSINESS

Rick Christoffersen reported that the first meeting of the Climate and Culture Committee went well and was productive; a solid start. The two students on the committee were engaged about what was being discussed. The committee's role clarification was the focus of the meeting – to improve communication across the board and engage the student body in decision-making. Information about the committee's progress is posted on Profile's web site.

PRINCIPAL'S REPORT

Principal Jellison stated that the administration had met with the Student Council and discussed how to support the Nordic and Alpine ski teams. The administration followed-up with the Special Education Department about written processes to prevent future deficiencies with NHDOE.

Mr. Jellison reported that NH Scholars recognizes students who have gone beyond the high school graduation requirements. The new NH Scholars Career Pathway is aimed at students who have completed career-driven programs such as Career & Technical Education. This pathway recognizes students going into the work force as opposed to a college career. The NH Scholars will be piloting this new pathway and Profile is one of thirty schools participating.

Mr. Jellison was pleased to report that band numbers have doubled and the choral program is a combination of the high school and middle school to make one large group. He added that the holiday concert went very well. The music department has created an after school Cabaret for students who like to sing. Profile was pleased that two band members represented Profile in the All New England Band Festival.

The Board received a budget spreadsheet that showed an overall decrease of approximately \$12,000. There is an increase in salaries and benefits due to the two-year contract of professional and support staff. There is funding in the budget for new scoreboards and an informational sign out front of the school. Contingent upon the retirement of Paul Lehmann, funding is included to hire a person to learn the facilities director's job. Discussion ensued about replenishment of the building trust fund from LED lighting energy savings.

POLICY COMMITTEE

Policies for first reading:

JEC – Change of School or Assignment– Manifest Education Hardship

- title emphasis

JCA – Change of School or Assignment-Best Interest

- dovetails to previous policy

GADA – Employment Reference and Verification

- spells out engaged conduct on probable cause or pending no positive reference

MOTION MADE BY MIKE CULVER AND SECONDED BY DR. ROCKE THE BOARD MOVED TO APPROVE POLICIES JEC, JCA AND GADA FOR FIRST READING. ALL IN FAVOR, MOTION CARRIED.

There was a brief discussion whether or not to have duplicate policies in the binder for both personnel and students. The decision was yes.

BUSINESS MANAGER’S REPORT & DISCUSSION

The business manager circulated manifests for the Board’s review and approval. Business Manager Franklin distributed Financial Reports for Board information and review. The current projected year-end unassigned fund balance is \$95,000.

Ms. Franklin asked for Board approval to enter into a one-year contract with Franconia Propane at \$.48/gallon and to authorize Kim Shillieto to sign on behalf of the Board.

MOTION MADE BY APRIL HIBBERD AND SECONDED BY RICK CHRISTOFFERSEN THE BOARD MOVED TO ENTER INTO A ONE-YEAR CONTRACT WITH FRANCONIA PROPANE AND AUTHORIZE KIM SHILLIETO TO SIGN ON BEHALF OF THE BOARD. ALL IN FAVOR, MOTION CARRIED.

Ms. Franklin asked for Board approval to enter into a three-year contract with Consolidated Communications and to authorize Kim Shillieto to sign on behalf of the Board. Phone lines go out about once a month and there is no incoming or outgoing communication which presents a life safety issue. Copper lines would be put in place for the alarm system and elevator phone lines. Cost is approximately \$1500/year.

MOTION MADE BY RICK CHRISTOFFERSEN AND SECONDED BY MIKE CULVER THE BOARD MOVED TO ENTER INTO A THREE-YEAR CONTRACT WITH CONSOLIDATED COMMUNICATIONS AND AUTHORIZE KIM SHILLIETO TO SIGN ON BEHALF OF THE BOARD. ALL IN FAVOR, MOTION CARRIED.

Ms. Franklin requested Board approval to donate to a charity an amount due to a former employee for a stale check. The employee has passed away and the family would like \$75.86 donated to the Littleton Senior Center Meals on Wheels program. It wasn’t determined if it was a Profile employee. However, in case it is, the Board took action.

MOTION MADE BY MIKE CULVER AND SECONDED BY RICK CHRISTOFFERSEN THE BOARD MOVED TO DONATE THE STALE CHECK IN THE AMOUNT OF \$75.86 TO THE LITTLETON SENIOR CENTER MEALS ON WHEELS PROGRAM. ALL IN FAVOR, MOTION CARRIED.

Ms. Franklin told Board members that checks will be written twice a month. This will help with fewer and smaller late charges, interest incurred and local vendors won’t have to wait too long for payments.

NEW BUSINESS

None

There being no further business to come before the Board, **MOTION MADE BY MIKE CULVER AND SECONDED BY DR. ROCKE THE BOARD MOVED TO ADJOURN AT 6:35 PM. ALL IN FAVOR, MOTION CARRIED.**

Respectfully submitted,

Kim Antonucci
Board Clerk