

PROFILE SCHOOL BOARD MINUTES  
OCTOBER 18, 2018

PRESENT: Board Chair – Kim Shillieto; Board members – Tim Wennrich, Rich Larcom, Mike Culver, April Hibberd, Dr. Roche, Rick Christoffersen; Asst. Principal Jacobs; Superintendent Couture, Business Manager Kristin Franklin

Board Chair Shillieto opened the meeting at 5:30 pm.

**PUBLIC INPUT**

None

**STUDENT REPRESENTATIVE**

Profile students Jeb Wennrich and Sam Greene addressed the Board with an open campus proposal. They noted that seniors do not have many privileges other than designated parking and lunch areas. The proposal suggests using the open campus privilege during Flex Block. Flex Block is a time for students to engage in a special activity or meet with teachers for additional educational instruction. This privilege would be reserved for seniors who maintain academic achievements and appropriate attendance. With Flex Block scheduled for about an hour, this time would enable seniors to leave campus. The proposal indicates that open campus is not a right, but a privilege that could be removed at any time. The students want to boost school climate and morale and give underclassmen a privilege to look toward. The proposal listed criteria that needs to be met.

The Board asked questions regarding the criteria and suggested to add that the administration reserves the right to disallow students to leave in inclement weather.

**MOTION MADE BY DR. ROCHE AND SECONDED BY APRIL HIBBERD THE BOARD MOVED TO ACCEPT THE OPEN CAMPUS PROPOSAL WITH MODIFICATIONS. ALL IN FAVOR, MOTION CARRIED.**

**APPROVAL OF MINUTES OF SEPTEMBER 25, 2018**

**MOTION MADE BY TIM WENNRICH AND SECONDED BY RICH LARCOM THE BOARD MOVED TO APPROVE THE MINUTES OF SEPTEMBER 25, 2018. ALL IN FAVOR, MOTION CARRIED.**

**SUPERINTENDENT'S REPORT**

Superintendent Couture presented winter coaches for the Board's approval.

**MOTION BY RICH LARCOM AND SECONDED BY RICK CHRISTOFFERSEN THE BOARD MOVED TO APPROVE THE SLATE OF WINTER COACHES AS PRESENTED. ALL IN FAVOR, MOTION CARRIED**

Superintendent Couture handed out an October 1, 2018 enrollment report. Total District comparison between 2017 and 2018 increased by two.

Superintendent Couture presented new staff appointments.

**MOTION BY TIM WENNRICH AND SECONDED BY RICK CHRISTOFFERSEN THE BOARD MOVED TO EMPLOY MIKE WEBSTER AND HEATHER NEARING AS PARAPROFESSIONALS. ALL IN FAVOR, MOTION CARRIED.**

Student Assistance Program Counselor and Office Manager job descriptions were presented for First Reading.

**SUPERINTENDENT'S REPORT (CONT.)**

**MOTION BY TIM WENNRICH AND SECONDED BY APRIL HIBBERD THE BOARD MOVED TO ACCEPT STUDENT ASSISTANCE PROGRAM COUNSELOR AND OFFICE MANAGER JOB DESCRIPTIONS FOR FIRST READING. ALL IN FAVOR, MOTION CARRIED.**

**OLD BUSINESS**

It was the recommendation of Board member Rick Christoffersen to proceed with Phase I & 2 of the climate culture proposal as presented by the CSSR consultant. The cost is \$6500.00. The climate committee is in place and a meeting schedule will be set. Phase I includes developing a team charter and working with group training.

**MOTION BY DR. ROCKE AND SECONDED BY RICH LARCOM THE BOARD MOVED TO APPROVE PHASE I OF THE CLIMATE CULTURE AT THE COST OF \$6500.00. ALL IN FAVOR, MOTION CARRIED.**

**PRINCIPAL'S REPORT**

Assistant Principal Jacobs presented the principal's report. He told Board members that open house had a good turn out; homecoming was a successful event including a parent-organized concession. Varsity soccer playoffs will be hosted by Profile's boys' and girls' teams. Mr. Jacobs announced that the guidance department scheduled PSAT's and a college visit for seniors. The department will host a college night for sophomores with the intent of giving them a head start on their college and career preparation. Other upcoming events scheduled at Profile is a Juuling presentation for the entire school community. Juuling is a trendy vape with a sleek design and a resemblance to USB drives. These products are easy for students to conceal and use in school. Additionally, the freshmen class will be meeting with Officer Donahue to discuss sexting awareness. Both administration and guidance are working closely with local police departments to create a better relationship with local police officers and students. Mr. Jacobs touched upon the issue of course scheduling conflicts. The development of next year's scheduling is being designed earlier in order to offer good course selections to all students.

**POLICY COMMITTEE**

Board member Rick Christoffersen reviewed policies for first and second readings.

**ADB/GBEC** – to remove "OPTIONAL – MAY ONLY BE ADOPTED UPON REQUEST BY A SYRINGE SERVICE PROGRAM ADMINISTRATOR...." for second reading.

**ADC/GBED/JICG** – (expanded - what tobacco product was)

**EBC** – eliminate

**EBCA** – replace **EBC** – (expanded - Superintendent is responsible to ensure emergency response drills are conducted)

**EHB** – (expanded – Litigation Hold and Right-to-Know Request Hold)

**EHB-R** – (more specific)

**MOTION MADE BY APRIL HIBBERD AND SECONDED BY DR. ROCKE THE BOARD MOVED TO ACCEPT THE FOLLOWING POLICIES FOR FIRST READING: ADB/GBEC – DRUG-FREE WORKPLACE & DRUG-FREE SCHOOLS; EBCA – CRISIS PREVENTION & EMERGENCY RESPONSE PLANS; ADC/GBED/JICG – TOBACCO PRODUCTS BAN USE AND POSSESSION IN AND ON SCHOOL FACILITIES AND GROUNDS; EHB – DATA/RECORDS RETENTION; EHB-R – LOCAL RECORDS RETENTION SCHEDULE. ALL IN FAVOR, MOTION CARRIED.**

**POLICY COMMITTEE (CONT.)**

**MOTION MADE BY MIKE CULVER AND SECONDED BY DR. ROCKE THE BOARD MOVED TO ACCEPT THE FOLLOWING POLICIES FOR SECOND READING: ILD – NON-EDUCATIONAL/NON-ACADEMIC QUESTIONNAIRES, SURVEYS & RESEARCH; IMGGA – SERVICE ANIMALS IN SCHOOLS (STRIKE “HORSE”); JICD – STUDENT DISCIPLINE AND DUE PROCESS. ALL IN FAVOR, MOTION CARRIED.**

**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 \$102,000. Ms. Franklin announced that the SAU is fully staffed. Melissa Elander will do payroll; Dawn Aldrich will do general fund and grants for Profile, Lafayette and Bethlehem; Ann Huddleston will do general fund and grants for Lisbon, Landaff and the SAU. Ms. Franklin asked for Board approval to have Kim Shillieto sign the contract for Phase 1 & 2 climate culture proposal on behalf of the Board.

**MOTION MADE BY MIKE CULVER AND SECONDED BY RICK CHRISTOFFERSEN THE BOARD APPROVED TO HAVE KIM SHILLIETO SIGN THE PHASE 1 & 2 CLIMATE CULTURE PROPOSAL ON BEHALF OF THE BOARD. ALL IN FAVOR, MOTION CARRIED.**

Business Manager Franklin stated that the District would be better off if the bank accounts were moved from Bank of New Hampshire to Mascoma Bank. She justified this by saying there are charges by Bank of New Hampshire that are waived by Mascoma Bank. She said there is more flexibility at Mascoma – remote deposits, positive pay file and electronic banking.

**MOTION MADE BY RICH LARCOM AND SECONDED BY APRIL HIBBERD THE BOARD MOVED TO APPROVE BANKING AT MASCOMA BANK. ALL IN FAVOR, MOTION CARRIED.**

**NEW BUSINESS**

Assistant Principal Jacobs wanted to clarify the student perception in the climate survey in regards to bullying. Some students do not think the school takes bullying seriously. Mr. Jacobs said on the contrary, the school does take it seriously. He stated that there is a distinction between bullying and harassment.

**MOTION MADE BY TIM WENNRICH AND SECONDED BY RICK CHRISTOFFERSEN THE BOARD MOVED TO ENTER INTO NON-PUBLIC SESSION AT 7:24 PM PER RSA 91A:3, I, II PERSONNEL ISSUES TAKING SUPERINTENDENT COUTURE. MOTION CARRIED AFTER ROLL CALL VOTE.**

**MOTION MADE BY TIM WENNRICH AND SECONDED BY DR. ROCKE THE BOARD MOVED TO RETURN TO PUBLIC SESSION AT 7:56 PM. MOTION CARRIED AFTER ROLL CALL VOTE.**

There being no further business to come before the Board, **MOTION MADE BY DR. ROCKE AND SECONDED BY RICK CHRISTOFFERSEN THE BOARD MOVED TO ADJOURN AT 7:57. ALL IN FAVOR, MOTION CARRIED.**

Respectfully submitted,

Kim Antonucci  
Board Clerk