

STEWARTSTOWN SCHOOL BOARD

June 1, 2015

4:15 pm

Stewartstown Community School

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Board: Philip Pariseau, Kara Sweatt, Kathleen Covell  
Principal: Jennifer Mathieu  
SAU: Cheryl Covill, Robert Mills  
Public: None

The meeting was called to order at 4:15 pm.

*Hearing of the Public:* None

*Reading of the Minutes:*

P. Pariseau/K. Sweatt: To accept the minutes of May 12, 2015 as presented.

VOTE: UNANIMOUS

*School Administrator's Report – Jennifer Mathieu*

1. Written report attached
2. Request to sell Yankee Candles in the Fall

K. Sweatt/K. Covell: To approve selling Yankee Candles as a fundraiser in the Fall

VOTE: UNANIMOUS

3. Discussed changes in the handbook, including the policies on tardiness and the dress code.
4. Noted that with school closed due to sewer issues on May 20<sup>th</sup> the last day of school is now June 11<sup>th</sup>.
5. The grades 7/8 field trip to Loon Mountain for the topes course was a big hit.
6. End of the year
  - ⇒ The concert is June 3<sup>rd</sup>
  - ⇒ Stewartstown Community School Idol is cancelled; Colebrook Academy graduation is scheduled for that night, June 9<sup>th</sup>.
7. Request from Rebecca Hailey, who is in an External Degree Program at Johnson State College, needs an opportunity to spend five hours per week in a primary (K-3) classroom in the fall semester. Consensus of the Board was to allow her to do that next Fall.

*Superintendent's Report – Robert Mills*

1. Written report attached
2. School Nursing Services
  - ⇒ Notified the Board that Upper Connecticut Valley Hospital would not be able to renew the contract to provide school nursing services.
3. Student Accident Insurance
  - ⇒ Recommended offering the insurance again through the Chalmers Agency
  - ⇒ The Board, by consensus, agreed to offer the insurance plan as there is no cost to the district, but provides an option for students and parents.
4. Summer schedule
  - ⇒ Decided to have a meeting June 22<sup>nd</sup> at 4:15 pm.
5. Physical Education position
  - ⇒ Vacancy has been advertised; have a possible candidate

*Business Administrator's Report – Cheryl Covill*

1. Written report attached
2. Sewer quotes
  - ⇒ Received four quotes
  - ⇒ Reviewed the quotes, comparing costs for each item in the quote

K. Sweatt/K. Covell: To award the bid to Wells Excavators

VOTE: UNANIMOUS

3. Sidewalk
  - ⇒ Discussed replacing the sidewalk

K. Sweatt/K. Covell: To proceed with replacing the sidewalk

VOTE: UNANIMOUS

4. Roof bids
  - ⇒ Working on a contract with James Umlah
5. Busing for the fall
  - ⇒ Will need to rent a bus until the new bus arrives, or do double runs for the first two months
6. Health Insurance
  - ⇒ Deductible plans – Matthew Thornton will only allow the district to offer one deductible plan.
  - ⇒ Recommended the \$3,000 deductible plan

K. Covell/K. Sweatt: To offer the \$3,000 (per individual) deductible plan.

VOTE: UNANIMOUS

7. Food Service Program
  - ⇒ Met with Dave Underwood of the Abbey Group
  - ⇒ Lunch prices for next year
    - ⇒ Proposed breakfast prices stay the same
    - ⇒ Recommended increasing lunch prices by \$.20 per meal for students and \$.15 per meal for adults.

K. Covell/K. Sweatt: To increase lunch prices for students K – 8 by \$.30 per meal and adults by \$.15 per meal, with breakfast prices staying at the current rates.

VOTE: UNANIMOUS

8. Wetlands Permit
  - ⇒ In the process of filing a wetlands permit to clean the ditch from our property line to behind the ballfield.
9. Portable Walls
  - ⇒ Only one bid was received; Criteria has portable walls that could work, but would need a quote on that style, not one with a track on the ceiling.
10. Fuel Oil
  - ⇒ Have locked in the price for next year.

*Unfinished Business*

## Policies for a first reading:

- ACE – Procedural Safeguards: Non-Discrimination on the Basis of Handicap/Disability  
Go with the NHSBA sample policy
- ADB – Drug-Free Workplace  
Keep the current Stewartstown policy
- DFA-R – Investment of School District Funds  
Go with NHSBA sample policy
- EB – Joint Loss Management Committee  
Go with NHSBA sample policy
- EBBC – Emergency Care and First Aid  
Use the NHSBA sample policy
- EBBC-R – First Aid Directions  
Do not use; go with the health book that is in each room
- EBBD – Indoor Air Quality  
Use the NHSBA sample policy
- EFA – Availability and Distribution of Healthy Foods  
Go with NHSBA sample policy
- GBAA – Sexual Harassment – Employees/Staff  
Use the NHSBA sample policy
- GBCD-R – School Employee Background Investigation, Including a Criminal History  
Records Check  
Use NHSBA sample policy, but remove cost figures on pages 4 & 7 for selected applicants and designated volunteers.
- GBEF-R – Employee Technology Acceptable Use Policy and Code of Conduct –  
Procedures  
Keep current Stewartstown policy
- GCO – Teacher Performance and Evaluation System  
Use the NHSBA sample policy

Policy JKAA – Use of Restraints and Seclusion use distributed for the next meeting.

P. Pariseau/K. Sweatt: To adjourn at 6:12 pm.

VOTE: UNANIMOUS

Respectfully submitted,

Robert C. Mills  
Superintendent of Schools

RCM/peg  
3/24/15