

Mason School District  
Regular Scheduled Meeting  
April 21, 2025

Chairperson Colin Robinson called the meeting to order at 1830h.

The meeting opened with the Pledge of Allegiance to the Flag of the United States of America.

**Roll Call:**

Chairperson: Colin Robinson.

Vice Chairperson: Tim Leak.

Board Members: Mike Judge and Courtney Landry.

Absent: Nate Choquette.

Superintendent / Principal: Kristen Kivela.

Accounts Payable: Brenda Wiley.

Secretary: Becky Partridge.

**Approval of Minutes:**

*Motion by **Mike Judge** to approve the minutes of March 17, 2025 as submitted by Becky Partridge, seconded by **Tim Leak**.*

***Aye:** Judge, Landry, Leak, Robinson*

***Nay:** None*

***Motion Carried 4-0***

**Next Meeting:**

May 19, 2025 Regular Scheduled Meeting at 1830h at Mason Elementary School Multi-Purpose Room

**Business Manager's Report:**

- It is noted that the current manifest and payroll was approved and signed by board members.
- Unanticipated revenue - \$157.20 from power company as part of their hydropower reimbursement program.

*Motion by **Tim Leak** to accept the unanticipated revenue of \$157.20, seconded by **Mike Judge**.*

***Aye:** Judge, Landry, Leak, Robinson*

***Nay:** None*

***Motion Carried 4-0***

**Milford Student Representative:** None

**Public Communications:** None

**Correspondence:** None

**Curriculum Updates:** None

**Unfinished Business:** None

**New Business:** Kristen Kivela

- Approve 2025-2026 School Board meeting dates.

*Motion by **Mike Judge** to accept the School Board meeting calendar as submitted by the Superintendent Kristen Kivela for 2025-2026, seconded by **Tim Leak**.*

*Aye: Judge, Landry, Leak, Robinson*

*Nay: None*

***Motion Carried 4-0***

- Approved 2025-2026 MES School Calendar

*Motion by **Tim Leak** to accept the MES calendar as submitted by the Superintendent Kristen Kivela for 2025-2026, seconded by **Courtney Landry**.*

*Aye: Judge, Landry, Leak, Robinson*

*Nay: None*

***Motion Carried 4-0***

- Grant assurances - document stating that Mason will not misuse or misappropriate grant money and will follow pertinent district policies.
- School funding letter - letter to districts outlining the current state of school funding and needing the state to contribute more to local districts. NH at this time pays the least amount of educational funds to districts. Members were able to sign their names individually, not as representatives of the district.

**Superintendent / Principal's Report:** Kristen Kivela

- Food service claim for March: Breakfast \$456.81.26 Lunch \$1526.82.
- Important Dates: Family night - this Thursday, 28th-2 spring vacation, 12th-16th staff appreciation week, 20th Math state testing, 22nd - Step up day - students will stop at Parkers before going to Milford.
- Healthy Kids program - will run a summer program.

**Committee Reports:**

- JEAB - Admission of Tuition and Non-resident Students - after discussion the policy will be reviewed more.
- Following policies reviewed and changes made that were required by law:
  - AC - Non discrimination, Equal Opportunity Employment and District Anti-discrimination Plan
  - ACA - Discrimination and Harassment Grievance Procedure
  - ACAC - Title IX Prohibition of Sexual Discrimination and Sex Based Harassment Policy and Grievance Procedure.
  - ACF - Food and Nutrition Services Anti-Discrimination and Civil Rights Complaints.
  - ACN - Accommodation of Lactation Needs.

*Motion by **Mike Judge** to review and accept changes per law in the above stated policies, seconded by **Tim Leak**.*

*Aye: Judge, Landry, Leak, Robinson*

*Nay: None*

***Motion Carried 4-0***

**Non-public:** Superintendent request non-public session RSA 91-A:3 II (b) hiring of any person as a public employee

*Motion by **Tim Leak** to enter into non public at 1917h for RSA 91 – A:3 II. (b) hiring of any public employee, seconded by **Courtney Landry***

*Aye: Judge, Landry, Leak, Robinson*

*Nay: None*

***Motion Carried 4-0***

## **Roll Call**

Chairperson: Colin Robinson.

Vice Chairperson: Tim Leak

Board Members: Mike Judge and Courtney Landry.

Absent: Nate Choquette.

Superintendent / Principal: Kristen Kivela.

Secretary: Becky Partridge.

## **Discussion:**

- Staff

Superintendent Kristen Kivela provided the members a list of staff that she proposes return for the following school year. It is important to note that MES has 100% retention of staff.

*Motion by **Tim Leak** to leave non-public session and go back into public at 1918h, seconded by **Mike Judge**.*

*Aye: Judge, Landry, Leak, Robinson*

*Nay: None*

***Motion Carried 4-0***

*Motion by **Mike Judge** to accept the Superintendent's staff renewals as submitted for the 2025 / 2026 school year, seconded by **Courtney Landry**.*

*Aye: Judge, Landry, Leak, Robinson*

*Nay: None*

***Motion Carried 4-0***

**Courtney Landry** moved to adjourn the meeting at 1919h, seconded by **Mike Judge**.

The meeting adjourned unanimously at 1919h.

Respectfully Submitted,

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*Rebecca L. Partridge*

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School Board Secretary