

Mason School District  
Regular Scheduled Meeting  
August 11, 2014

A regular scheduled meeting of the Mason NH School District was held on Monday August 11, 2014 in the Mason Elementary School Multi - Purpose Room, pursuant to due notice of all members and the public.

**Recognition of Public**

Refer to sign in sheet 08-11-14

Chairperson Rob Doyle 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:**

School Board Members: Chairperson Rob Doyle, Vice-Chairperson Jeannine Phalon, Bob Hemmer, Tim Leak (1835h) and Dr. Chris Guiry.

Superintendent Jim McCormick

Elected Officers: Secretary Becky Partridge, Moderator Catherine Schwenk

Staff: Accounts Payable Brenda Wiley, Student Services Director Kristen Kivela, Grade 5 Teacher Alexcina Leef

**Approval of Minutes:**

*Motion by **Bob Hemmer** to accept the minutes of June 09, 2014, Regular School Board Meeting, as submitted by **Becky Partridge**, seconded by **Jeannine Phalon***

*Aye: Dr. Guiry, Hemmer, Phalon, Doyle*

*nay: none*

**Motion Carried: 4-0**

Tim Leak joined meeting

**Announcements of Next Scheduled Meeting:**

➤ Monday September 22, 2014: **1830h** MES Multi -Purpose Room – Regular Scheduled Meeting

**Manifest and Payroll:**

Brenda Wiley submitted current manifest and payroll. It is noted that board members signed manifest and payroll. Brief discussion: Above section will be titled **Business Manager Report**.

**Public Communications:**

Barbara Devore informed the board that she recently had a discussion with Mason Brook Nursery that they were not approached by the district to donate or to help with the landscaping project. They informed her that they would have been willing to donate all material. Barbara stated that she believes that the shrubs are too close to the building, crab grass has overtaken the area, and some of the plants chosen are too fragile to be where kids play. Mr. & Mrs. Babel informed the board that there are many avid gardeners, themselves included, in Mason who would have been willing to help without cost. Mr. McCormick informed the board that the materials were donated by the contractor as well as the granite benches from the town. The public was concerned if that was the case, the cost of the project was a "rip off".

Catherine Schwenk informed the board that she believed there is still a drainage problem at the entrance of the Multi-Purpose Room. The board informed her that the problem had been resolved but that they would watch it.

Mr. McCormick informed the board that there will be tree cutting to remove dead and dangerous trees.

The public asked for the cost, Mr. McCormick informed them \$1600/day and that it would be completed in a day.

Patricia Cross informed the board that she received the annual notice about pick up of Kindergarten

Mason School District  
Regular Scheduled Meeting  
August 11, 2014

children. She was disappointed that once again, although she brought this to the attention of the administration for two years that she would still have to stay in her car in a pick up line. She stated that she would like to be able to get out of her car to pick up her child and not be treated as if it was a drive-through and she was "picking up a hamburger". Mr. McCormick stated he had not seen that part of the notice and that he would look into it.

**Milford Student's Report:**

At the start of the school year Milford Principal will recommend two Mason students to the School Board

**Correspondence:**

- Letter from Mason Board of Selectmen thanking the district for opening up the building for community use.
- New agenda format - as discussed previous Manifest and Payroll will return to Business Manager Report

**Curriculum Updates:**

- Report Card Update: Neither Mr. McCormick nor Kristen Kivela liked the format - starting over and will keep board updated

**Unfinished Business:**

JBAA – Sexual Harassment and Violence  
JICDD – Student Discipline; Out of School Action  
JICK – Pupil Safety and Violence Prevention  
JRA – Student Records and Access

Becky Partridge informed the board that the above stated policies have been reviewed several times by the administration and district attorney and they do not know why the board will not approve. She informed them there is nothing more that can be done if they are not approved.

*Motion by Dr. Chris Guiry to approve as amended by the attorneys JBAA, JICDD, JICK, JRA, seconded by Bob Hemmer,*

*Motion by Tim Leak to amend the above stated motion and amend policy JICK to remove by end of school day to report incident to 24 hours, no second*

*Back to the original motion by Dr. Chris Guiry to approve as amended by the attorneys JBAA, JICDD, JICK, JRA, seconded by Bob Hemmer,*

*Aye: Doyle, Dr. Guiry, Hemmer, Phalon,  
nay: Leak*

**Motion Carried 4-1**

**New Business:**

- DJE - Bidding Requirements Policy: Lengthy discussion - Rob Doyle stated that he did not feel the board followed their policy when bidding of the Landscaping project. Particularly they did not review other bids that were acquired. Mr. McCormick stated that he did get other bids and reminded the board the policy states "whenever possible". Mr. McCormick stated that because Milford had met with them late about the tuition and sped refund, time was critical with securing the bid and encumbering the funds to meet the state's deadline. The board agreed that they would revisit the policy next meeting and specifically review the amount of money that is required for the board to receives bids. ie..Should it be less than \$5,000.00

Mason School District  
Regular Scheduled Meeting  
August 11, 2014

Dr. Chris Guiry excused himself from the meeting at 1940h.

- Superintendent recommends accepting \$8,026.96 from Milford School District for Tuition and Sped Services refund

*Motion by Jeannine Phalon to accept \$8,026.96 from the Milford School District for Tuition and Sped Services refund , seconded by Tim Leak*

*Aye: Doyle, Hemmer, Leak, Phalon,  
nay: none*

**Motion Carried 4-0**

- District Goals from School Board: Handout
- Superintendent recommends direction from School Board for membership fees of \$2,299.78 for NHSBA dues and \$450.00 for policy subscription: Brief discussion - board agreed that did not want policy subscription but would like more information on NHSBA. Mr. McCormick will try and schedule a presentation with a Representative from the NHSBA for the next board meeting.

**Superintendent's Report:**

- Introduction of Student Services Director Kristen Kivela and Grade 5 Teacher Alexcina Leel. Both have an interest in starting a Destination Imagination program with the lower grade levels
- Building Tour prior to next school board meeting 1800h
- Letter to School Board regarding work done over the summer months
- Preliminary Superintendent goals: Provided to the school board for review - draft only
- Food Service Claims for June 2014
- Check for \$20.00 from Terra Cycle - pre-approved March 17, 2014

*Motion by Jeannine Phalon to accept check for \$20.00 from Terra Cycle, seconded by Tim Leak*

*Aye: Doyle, Hemmer, Leak, Phalon,  
nay: none*

**Motion Carried 4-0**

- Updates to Web Page in progress
- Chef Deb on WMUR today at 12:20: Will provide a link on Web Page

**Committee Reports:**

- Policy Update: Becky Partridge request second reading and approval of Policy JLCF - Wellness Policy as previously amended.

*Motion by Jeannine Phalon to accept a second reading and approval of policy JLCF Wellness Policy as previously amended, seconded by Tim Leak*

*Aye: Doyle, Hemmer, Leak, Phalon,  
nay: none*

**Motion Carried 4-0**

Becky Partridge informed the board that a new review cycle will begin the first of 2015. It was decided that a new committee will be formed at the November Board meeting.

*Motion by Jeannine Phalon to enter into executive session at 2005h per RSA 91-A:3 II (b) hiring of any person as a public employee and (c) adversely affect the reputation of any person seconded by Tim Leak*

*aye: Doyle, Hemmer, Leak, Phalon  
nay: none*

**Motion Carried: 4-0**

Mason School District  
Regular Scheduled Meeting  
August 11, 2014

**Roll Call:** Chairperson Robert Doyle, Vice Chairperson Jeannine Phalon, Bob Hemmer, Tim Leak, Secretary Becky Partridge, and Superintendent Jim McCormick

**Discussion:**

- staffing
- minutes

Mr. McCormick provided the board an opportunity to review the credentials of the recent hires Kristen Kivela Sped Director, Alexcina Leel Grade 5 Teacher, and Jonas Taub School Psychologist.

**Motion by Jeannine Phalon to enter back into public session at 2025h, seconded by Tim Leak**

aye: Doyle, Hemmer, Leak, Phalon

nay: none

**Motion Carried: 4-0**

**Motion by Bob Hemmer to accept the sealed executive session minutes of June 09, 2014 as submitted by Becky Partridge, seconded by Jeannine Phalon**

aye: Doyle, Hemmer, Leak, Phalon,

nay: none

**Motion Carried: 4-0**

**Motion by Jeannine Phalon to accept the resignation of Jennifer Dillion Sped Teacher / Case Manager, seconded by Tim Leak**

aye: Doyle, Hemmer, Leak, Phalon,

nay: none

**Motion Carried: 4-0**

**Jeannine Phalon moved to adjourn the meeting 2030h, seconded by Tim Leak**

The meeting adjourned unanimously at 2030h.

*Respectfully Submitted,*

  
Becky Partridge  
School Board Secretary