

Mason School District
Regular Scheduled Meeting
September 15, 2025

Chairperson Colin Robinson called the meeting to order at 1831h.

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

Roll Call:

Chairperson: Colin Robinson.

Board Members: Mike Judge and Courtney Landry.

Absent: Vice Chairperson Tim Leak and Board Member 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 August 18, 2025 as submitted by Becky Partridge, seconded by **Courtney Landry**.*

Aye: Judge, Landry, Robinson

Nay: None

Motion Carried 3-0

Next Meeting:

October 20, 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 Funds

*Motion by **Courtney Landry** to approve the unanticipated funds from Standard Power for \$142.40, seconded by **Mike Judge***

Aye: Judge, Landry, Robinson

Nay: None

Motion Carried 3-0

Milford Student Representative: Braeden Sullivan (Absent)

Public Communications: None

Correspondence:

- Food Service Inspection - unannounced inspection - no findings.
- Health Inspection - Jacob Olson (Mason Health Inspector) - No findings.

Curriculum Updates: None

Unfinished Business: None

New Business: Kristen Kivela

- Approval of EOP (Emergency Plan) - no major changes, submitted annually,

*Motion by **Mike Judge** to approve the 2025 / 2026 EOP and submittal to the state, seconded by **Courtney Landry**.*

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

***Nay:** None*

Motion Carried 3-0

- Survey Development for Milford Middle and High School. Board members agreed that a survey could be useful, however at this time with the school year just beginning they agreed that getting deeper in the school year would provide a more accurate picture of the parents and students' relationship with Milford schools.

Superintendent / Principal's Report: Kristen Kivela

- Start of school year
 - Fully staffed however stretched to the limit with paraprofessional help.
 - Three additional students.
 - Grease trap equipment needs to be replaced.
 - Fence repaired.
 - Overwatch Foundation, through a grant, provided a two hour cybersecurity training.
 - Bus write ups - Mrs. Kivela will ride the bus to remind students of proper behavior.
- Important Dates: 26th open house and book fair, 27th 4th and 5th grade State House visit, Puppet Show, Oct 9 Windy Hill visit, Oct 10th no school - safety training for staff, Nov. 13 no school.

Committee Reports:

*Motion by **Mike Judge** to accept the second reading and approval of policy IIB - Class Size, seconded by **Courtney Landry***

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

***Nay:** None*

Approved October 20, 2025

Motion Carried 3-0

*Motion by **Courtney Landry** to review and approve policy EFAH - Meal Charging, seconded by **Mike Judge***

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

***Nay:** None*

Motion Carried 3-0

Non-public:

Superintendent requests non-public session RSA 91-A:3 II (c) adversely affecting the reputation of any person.

*Motion by **Mike Judge** to enter into non public at 1910h for RSA 91 – A:3 II. (c) adversely affecting the reputation of any person, seconded by **Courtney Landry**.*

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

***Nay:** None*

Motion Carried 3-0

Roll Call

Chairperson: Colin Robinson.

Board Members: Mike Judge and Courtney Landry.

Absent: Vice Chairperson Tim Leak and School Board Member Nate Choquette.

Superintendent / Principal: Kristen Kivela.

Secretary: Becky Partridge.

Discussion:

- Transporation

*Motion by **Courtney Landry** to leave non-public session and go back into public at 1926h, seconded by **Mike Judge**.*

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

***Nay:** None*

Motion Carried 3-0

*Motion by **Mike Judge** to seal non-public minutes of September 15, 2025 for adversely affecting the reputation of any person other than School Board Member, seconded by **Courtney Landry**.*

Aye: Judge, Landry, Robinson

Nay: None

Motion Carried 3-0

Courtney Landry moved to adjourn the meeting at 1928h, seconded by **Mike Judge**.

The meeting adjourned unanimously at 1928h.

Respectfully Submitted,

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Rebecca L. Partridge

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School Board Secretary