

<b>Stewartstown School Board Meeting Minutes</b>							
<b>Date</b>		August 2, 2021					
<b>Time</b>		5:00 p.m.					
<b>Location</b>		Stewartstown Community School					
<b>Chairperson</b>		Philip Pariseau					
<b>Attendance</b>							
Attendance Legend: <b>P</b> – Present at SCS <b>A</b> – Absent <b>Z</b> – Via Zoom <b>C</b> – Cell Phone							
<b>School Board Members</b>			<b>Principals</b>			<b>SAU Members</b>	
P	Christina “Nina” Brochu	P	Philip Pariseau	P	Stephanie Humphrey	P	Debra Taylor
P	Betsy Gray					P	Cheryl Covill
<b>Public in Attendance:</b> Adam & Nicole Carney							

Philip opened the meeting at 5:00 pm.

**Adjustments to the Agenda: None**

**Hearing of the Public:** Adam & Nicole Carney were present to discuss their child being able to go to Pittsburg School rather than Stewartstown. They have purchased Happy Corner Café (now Full Send) in Pittsburg. They go to work very early in the morning. It would be much more convenient to transport their 5<sup>th</sup>-grade student to Pittsburg School than all the way to Stewartstown. Philip stated this would be discussed in a nonpublic session.

**Reading of the Minutes:** School Board Meeting of June 23, 2021

B. Gray/C. Brochu: To accept the minutes of June 23, 2021, as presented.

VOTE: AFFIRMATIVE

**School Administrator’s Report – Stephanie Humphrey**

1. Stephanie presented her written report.
  - A. Reported on the administration retreat at Mohawk Falls.
  - B. Summer school average attendance rate was 65%
  - C. Finalizing schedules for 21-22. Have begun meeting with staff including the new teacher, Alex Gourlay. Have also met with Kaitlyn Wood, who was to be the Media Assistant, but has now resigned from the position to accept the Librarian position at Colebrook Public Library.
  - D. Have been attending Zoom training with Kathleen Adams on the new Focus software.
  - E. New windows in the front of the school have been replaced. New photocopiers are being installed. Summer cleaning has been ongoing.

**Superintendent’s Report – Dr. Debra Taylor:**

1. Dr. Taylor included a written report in the packet.
  - A. Year-round staff is busy preparing for school to resume on August 30, 2021.
  - B. Planning for the start of the school year has been our primary work this summer. NH DHHS recently announced they will be providing general guidelines to schools concerning COVID=19. An updated reopening plan will be presented for board approval at the upcoming SAU 7 Board Meeting on August 12 at 6:00 pm at the Columbia Town Hall. Betsy asked if Stewartstown could operate independently from

the other schools in SAU 7. Debra responded that it is better if protocols are the same in all of the SAU. Betsy and Nina both stated they do not want the children to have to wear masks.

C. Presented a list of the new staff members in SAU #7.

### **Business Administrator's Report – Cheryl Covill:**

1. Cheryl's written report was included in the packet

- A. We are still looking for bus drivers in Pittsburg & Stewartstown. I have doubled runs in Stewartstown and feel, at this point, we can manage with an earlier pickup time. The first pickup is 6:35 am, but this could be moved to 6:15 am. This will depend on the number of high schoolers that will be riding. Students will be riding two to a seat.
- B. Would like to discuss the possibility of "borrowing" a Stewartstown driver as needed to cover travel schedules.

B. Gray/C. Brochu: To allow "borrowing" a bus driver as long as we don't burn out our drivers.

VOTE: UNANIMOUS

- C. Cyber Liability: Insurance carriers are requiring school districts to have a Multi-Factor Authentication system in place. This adds an additional layer of protection to access our computers.
- D. Food Service: Received notification on August 2 that David Underwood, co-founder of the Abbey Group suddenly passed away. His wife and the Abbey Group team are committed to continuing David's work in the foodservice business.
- E. Unassigned Fund Balance: Per RSA 198:4-b, Stewartstown voted to retain 2.5% of the fund balance. This will be approximately \$41,744. We retained \$41,149 in FY 2021.

P. Pariseau/B. Gray: To approve retaining the 2.5%.

VOTE: UNANIMOUS

- F. Facility Upgrade: Crotched Mountain Foundation has funds available to support students with complex disabilities. We could use these funds to upgrade the bathroom facility. This means we will lose space in the multi-purpose room. We do not have a need at the moment.

Betsy recommended that we roll the dice and wait until the need arises. The consensus of the Board was to agree.

- G. ESSER II Funds: We will have a public hearing next month to accept these funds.
- H. Title I Funds: No approval yet. Debra stated that 50% has been approved as of today.
- I. Windows are almost done. Trim needs to be replaced outside Stephanie's office. All the entry siding will also be replaced so it will match.
- J. Cheryl reviewed the budget analysis for the Food Service Program.

**Unfinished Business: None**

### **New Business:**

September meeting: The consensus of the Board was to hold the meeting on Wednesday, September 8 at 5:00 pm (Labor Day is September 6)

## CONNECTICUT RIVER COLLABORATIVE COMMITTEE

The committee has taken a break for the summer.

### Other Business:

Debra reported that Kaitlin Wood had resigned from her support staff position at SCS due to being employed by the Colebrook Public Library as their librarian. We need to look for a new full-time assistant librarian or a part-time teacher.

B. Gray/C. Brochu: To accept the resignation of Kaitlin Wood.

VOTE: UNANIMOUS

Stephanie reported that she will be holding a Cupcakes with the Principal on August 25 from 5 – 6 pm.

### Meetings:

SAU 7 Board Meeting: Thursday, August 12, 2021

Stewartstown School Board: Wednesday, September 8

B. Gray/C. Brochu: To go into nonpublic session at 5:50 pm to discuss the request for student attendance at Pittsburg.

ROLL CALL VOTE: B. GRAY – YES; C. BROCHU – YES; P. PARISEAU – YES

Patricia left the meeting at this time.

Respectfully submitted,

Patricia E. Grover  
Minutes Taker

Debra Taylor, Cheryl Covill and Stephanie Humphrey were invited to stay for the nonpublic session.

Discussion on change of placement.

C. Brochu/B. Gray: To leave nonpublic session and return to public session at 5:55 pm.

ROLL CALL VOTE: B. GRAY – YES; C. BROCHU – YES; P. PARISEAU – YES

C. Brochu/B. Gray: To adjourn the meeting at 5:56 pm.

VOTE: UNANIMOUS

Respectfully submitted,

Debra J. Taylor  
Superintendent

**Adopted 09/08/2021**