

Rochester School Board
Regular School Board Meeting
City Council Chambers
July 12, 2018

AGENDA

- I. Roll Call and Pledge of Allegiance
- II. Reading of Records of the Previous Meetings: Regular School Board meeting of June 14, 2018
- III. Superintendent's Report and Communications
- IV. Public Comment
- V. Committee Reports – Standing Committees
 - A. Building Committee
 - 1. Review of the July 9, 2018 meeting
 - B. Instruction Committee – June 21st meeting cancelled
 - C. Personnel Committee
 - 1. The Committee recommends the Board approve the following retirement resignations:
 - Susan Camire Para-Educator
 - Marie Flesher Elementary Teacher
 - Bernard Rodier Custodian
 - 2. The Committee recommends the Board approve the termination of C.R., Para-Educator.
 - 3. The Committee recommends the Board approve the 2018-19 Administrator nomination of Maegan Jerr, Assistant Principal, at William Allen School.
 - 4. The Committee recommends the Board approve the contract renewal of Justin Ykema, Special Education Teacher.
 - 5. The Committee recommends the Board approve the following 2018-19 Department Head nominations:
 - Kelly Borish Occupational Therapist
 - Shara Hughes Speech Pathologist
 - Stephanie McSharry & Corinne Brown School Nurse
 - 6. The Committee recommends the Board approve the following Extra-curricular nomination:
 - Brooke Moody Cheering, Varsity, Fall
 - 7. The Committee recommends the Board approve the request for a leave of absence for E.B., Para-Educator.
 - 8. Review of the July 9, 2018 meeting.
 - D. Special Services Committee – June 21st meeting cancelled.

E. Finance Committee

1. The Committee recommends the Board approve a two year contract for Attorney Jerome Grossman as the School Attorney.
2. The Committee recommends the Board approve the following stipend requests:
Ronald Goodwin (\$2,000) RTV Coordinator
Raymond Pillsbury..... (\$2,500) Critical Incident Response Teacher Coordinator
3. The Committee recommends the Board approve the purchase of the Navigate system for one year for \$31,500 with \$25,200 funded through state funds and \$6,300 funded by the District.
4. Review of the July 9, 2018 meeting.

F. Discipline Committee – No meetings were held in June

G. Policy Committee – June 21st meeting cancelled.

VI. Committee Report – Special Committees

A. 5-Year Strategic Plan Committee – June 21st meeting cancelled.

B. CTE JBC Committee – No meetings were held in June.

VII. Old Business

VIII. New Business

IX. Other

X. Adjournment

Rochester School Board
Regular School Board Minutes
June 14, 2018
City Council Chambers

DRAFT

Members Present:

Mr. Paul Lynch, Chair
Ms. Julie Brown
Mr. Raymond Turner
Mr. Robert Watson
Mrs. Sarah Harrington
Mrs. Amy Malone
Mrs. Karen Stokes
Mrs. Audrey Stevens
Mr. Matthew Pappas
Mr. Matthew Beaulieu
Mrs. Anne Grassie

Members Absent:

Mr. Joseph Devine
Mr. Nathaniel Byrne

Also Present:

Mr. Michael Hopkins, Superintendent
Mr. Kyle Repucci, Asst. Superintendent
Ms. Linda Bartlett, Business
Administrator
Mrs. Robin Despina
Atty. Jerome Grossman
Guests & Public

Mr. Lynch called the meeting to order at 7:00 p.m. on a roll call with a quorum present. Members participated in the pledge of allegiance.

On behalf of the Board, Mr. Lynch welcomed Ms. Julie Brown back. Her presence at the Board and Committee meetings was missed and all were delighted to have her back.

Last Minutes Mr. Watson moved, second by Mr. Pappas, the Board approve the minutes of the May 10, 2018 Regular School Board. The motion carried unanimously.

Superintendent's Report

Retirees Retirees were acknowledged, amongst applause, for their years of commitment and service to the students and families in Rochester. Paraprofessionals: Susan Picard-22 years. Teachers: Linda Durant-39 years, Elizabeth Gaudette-39 Years, Gwen Morrison-39 Years, Patricia Crowe-36 Years, Shelly Gingras-33 years, Thomas Power-31 years, Carleen Riordan-30 years, Lynn Vail-30 years, Nancy Ferguson-26 years, Laura Smith-22 years, Steve Comita-21 years, Nancy Graham-20 years, Lisa Byrne-19 years, Susan Ernsting-19 years, Jessamyn Onufer-13 years, James Knowles-7 years and Andrea Pastelis-5 years.

Staff Recognition Mr. Kyle Repucci, Assistant Superintendent of Schools introduced May Employee of the month recipients: Mrs. Cora Butler, Custodian at East Rochester School; Ms. Jessamyn Onufer, Special Education Teacher at Rochester Middle School; the District OG Scholars: Ms. Christine Evans, Mrs. Jennifer Hersom, Ms. Monique Boudreau, Ms. Kimberly Barham, Ms. Nicole Merrigan and Ms. Sally Stailey.

Mr. Hopkins shared a letter from Mr. Bryan Brown, a Crossing Guard assigned near Chamberlain Street School. Mr. Brown wrote of his great appreciation for Mr. Campbell, Principal at Chamberlain. Mr. Campbell makes sure that Mr. Brown knows he is a valued part of the school community; he delivers hot chocolate on cold days and checks with him constantly to make sure things are going well. Mr. Brown appreciates the support shown him by Mr. Campbell. Mr.

Hopkins thanked both Mr. Brown and Mr. Campbell for the work they do on behalf of the students and community.

- Top 10 Seniors Mr. Hopkins recently attended the Top Ten Graduates Breakfast at SHS. The top ten graduates were recognized for their accomplishments; parents were invited to attend and each student invited one teacher who had an impact on them. It was a special moment for everyone in attendance. It was a very moving event and illustrates the importance of student/teacher relationships.
- Gonic School Update Mr. Hopkins reported that the Gonic School Roof Replacement Project is on track and ahead of schedule. The back portion of the roof is shingled and the connection between old and new school has been made. There is still lots to accomplish inside but the first two floors should be done by the first of July. The entire project should be complete just before school begins. Gonic staff at both Gonic and Rochester Middle Schools are packing to be ready for the relocation. In appreciation, the staff at both schools will receive a thank you letter from School Board members. In addition, a luncheon is planned for RMS staff for Thursday, June 21st and a breakfast is being planned for Gonic staff for Friday morning, June 22nd. School Board members will be provided details in the event they would like to attend either event.
- Meeting Update A Special Board meeting will be scheduled for June 21, 2018 at 6:00 pm. The timing of the Committee meetings was discussed. It was decided that the Special Services, Instruction, Policy and 5-Year Planning meetings on June 21st, would be canceled. The Building, Personnel and Finance meetings scheduled for July 5th would be rescheduled to July 9th.

Spaulding High School Student Senate Report

Ms. Corin Molinaro provided her last Spaulding Student Senate Report.

Sports – Girls Softball made it to the State Championship and all are proud of their efforts. Unified Volleyball finished their season with a 6-0 record. Rachel Bamford was the recipient of the Rochester Athletic Association Athlete of the Year and Arie Breakfield won the Sportsmanship Award for the State. A banner will hung in the SHS gym in his honor. **School Spirit**-The Prom, which was held on the Mount Washington, was well attended. New class officers have been elected. The Senior Banquet was held on June 8th at the Governor’s Inn with Mr. Bushway and Mrs. Colson as guest speakers. Baccalaureate on June 10th, had amazing performances by Ben Laine, Alexa Gagne, Nate Hunt and Corin Molinaro. Pastor Peter Laine and Pastor Jeff Hunt gave powerful speeches to the graduates. **Guidance**-The CTE Completer Ceremony was held on May 24th and that night was also Scholarship Night where over \$160,000 was given out. Students were recognized for their hard work and effort at the All School Awards Night on May 31st. The Music Banquet was held on June 10th and over thirty awards were given to deserving upperclassmen. The Music Honors recital was held on June 10th and Pre-Band camp was held on June 9th. ROTC held their Pass and Review on May 24th and the new Commander is Zoe Clark. **Upcoming Dates**-Graduation is June 15 with Project Graduation following the ceremony. On Thursday, June 14th, after Graduation practice, seniors visited all the Elementary Schools in their caps and gowns. Students and teachers at these schools lined the halls applauding the seniors. Ms. Molinaro thanked the Board for providing the opportunity to share information on student life at SHS.

Mr. Lynch, on behalf of the Board, thanked her for her presentations and for the work she had done on behalf of the students.

Public Comment

James Gray, State Senator & City Councilor addressed the Board as a citizen and wanted to explain the vote on the School Department Budget at the City Council meeting on Tuesday Night. He spoke about the 3.1 million dollar Continuing Service School Department Budget and the motion that was made to partially override the city tax cap. He stated that he amended the motion to fund the tax cap override amount from the Undedicated Fund Balance. He explained the intent of the Undedicated Fund Balance and believes that the additional funds needed would be possible from this fund. He stated that the discussion with the budget is ongoing and will continued to be discussed at the next City Council meeting

Committee Reports

Building Committee:

No action required.

Instruction Committee:

Mr. Watson moved, second by Mrs. Stokes, the Board approve the Memorandum of Understanding-Rochester School District Blizzard Bag 2018-2019. The motion carried unanimously.

Personnel Committee:

Retirement

Mr. Beaulieu moved, second by Mrs. Grassie, the Board accept the resignation for retirement purposes of Robin Despins, Executive Secretary to the Superintendent. The motion carried unanimously.

Resignations

Mr. Beaulieu moved, second by Mrs. Stokes, the Board accept the following resignations:

Shannon Caron..... Guidance Counselor
Karen Cotreau..... School Psychologist
Sarah Wormstead..... Para-Educator
Brittany Baxter..... Special Education Teacher
Sharon Biracree..... Para-Educator
Jacquelyn Deshon..... Elementary Teacher
Ashley LaGrange..... Para-Educator
Jenna Martel..... Para-Educator

The motion carried unanimously.

Nominations

Mr. Beaulieu moved, second by Mr. Pappas, the Board approve the following 2018-19 Teacher nominations pending City Council Budget approval:

Lisa Bussiere..... Elementary Teacher
Leah Carvalho..... Guidance Counselor
Jeffrey Moses..... Art Teacher
Madeline Adams..... Elementary Teacher
Amy Arneil..... Kindergarten Teacher
Lauren Jerr..... Guidance Counselor
Carissa Maskwa..... Mathematics Teacher
Alysha Orrok..... Kindergarten Teacher

Ariana RagoneseGuidance Counselor

The motion carried unanimously.

Special Ed ESY

Mr. Beaulieu moved, second by Mr. Pappas, the Board approve the following Special Education Extended School Year nominations:

- Courtney Clairwood..... Teacher
- Gail Corey..... Teacher
- Jaime Frost..... Teacher
- Robert Kelley..... Teacher
- Katie Keough..... Teacher
- Jordan Legere..... Teacher
- Susan Goodman..... Teacher
- Melinda Hussey..... Teacher
- Travers Desjardins..... Teacher
- Daniel Saucier..... Teacher
- Kimberly Barham..... Teacher
- Christie LeClair.....OT
- Valerie Knowles.....OT
- Chris Moss..... PT
- Maryann Leahy..... Teacher
- Amy McNulty..... Teacher
- Kimberly Terry..... Teacher
- Suzanne Thomas..... Para-Educator
- Jennifer Burke-Guptill..... Para-Educator
- Laurie Thibault..... Para-Educator
- Tammy Kane..... Para-Educator
- Kathy Stone..... Para-Educator
- Jody Bousquin..... Para-Educator
- Marilyn Hartford..... Para-Educator
- Corrine Briggs..... Para-Educator
- Shelley King..... Para-Educator
- Deanie Cleveland..... Para-Educator
- Victoria Jenkins..... Para-Educator
- Tami Lanzillo-Zeimetz..... Para-Educator
- Lori Bird..... Para-Educator
- Jillian Dubois..... Para-Educator
- Jane Keenan..... Para-Educator
- Susan Webster..... Para-Educator
- Donna Souther..... Para-Educator
- Lisa Fieldsend..... Para-Educator
- Jody Welch..... Para-Educator
- Leslie Marsh..... Para-Educator
- Katrina Locke..... Para-Educator
- Anne-Marie Hamel..... Para-Educator
- Diane Lang..... Para-Educator
- Chanel Sweeney..... Para-Educator
- Noel Lyons-Baker..... Para-Educator
- Amy Knox..... Para-Educator
- Carmen Gregoire..... Para-Educator
- Sheila O’Neil..... Speech

Cheryl Boulay Speech
 Lauren Gray Speech
 Shara Hughes Speech
 Robert Desjardins Teacher
 Stephanie McSharry Nurse
 Amy Knox Teacher

The motion carried unanimously.

RMS Extended School Year

Mr. Beaulieu moved, second by Mr. Pappas, the Board approve the following Middle School Extended School Year nominations:

Jamie Thomas Coordinator/Teacher
 Adam Black Teacher
 Katherine Grace Teacher
 Carissa Foley Teacher
 Sonjia Tainter Teacher

The motion carried unanimously.

SHS Extended School Year

Mr. Beaulieu moved, second by Mrs. Grassie, the Board approve the following High School Extended School Year nominations:

Erin Kelly Director/Teacher
 Steven Prescott Plato Coordinator/Teacher
 Miranda Shorty Teacher
 Stacey Horne Teacher
 Lee Sheedy Teacher
 Mark Blaisdell Teacher

The motion carried unanimously

Curriculum Advisors

Mr. Beaulieu moved, second by Mrs. Stokes, recommends the Board approve the following 2018-19 Middle School Curriculum Advisor nominations:

Christine Evans Reading
 Amy Boyd Unified Arts
 Braden Ott Grade 8 Science
 Elizabeth Gouzoules-Walton Grade 8 Social Studies
 Lea Marshall Grade 8 English
 Scott Prieto Grade 8 Math
 Elizabeth MacMillan Grade 8 Math
 Thomas Muzzey Grade 7 Science
 Denise Seminara Grade 7 Science
 Kelly Gray Grade 7 Social Studies
 Bailey Dangora Grade 7 Social Studies
 Eric Maserati Grade 7 English
 Annah Kelley Grade 7 Math
 Allen Spader Grade 6 Science
 Curtis Lalonde Grade 6 Social Studies
 Cheryl Hanscom Grade 6 English
 Sara Toussaint Grade 6 Math

Jennifer Doherty..... Special Education

The motion carried unanimously.

Department Heads

Mr. Beaulieu moved, second by Mrs. Stokes, recommends the Board approve the following 2018-19 Department Head nominations:

- Abra Andrews Art
- Tracy Mitropoulos & Robert Nienhouse CTE
- Susan Westfall English
- Karen McDermott Guidance
- John Vasalle & Karrie Brady Mathematics
- Joanne Houston District Music
- Sheila Colson District Physical Education
- Marilyn Shepardson & John Duplinsky Science
- Frederick Apt & Jennifer Ford Social Studies
- Nicole Lachance & Stacey Partridge Special Education
- Lee Sims World Language

The motion carried unanimously.

Extra/Co-Nominations

Mr. Beaulieu moved, second by Mrs. Grassie, the Board approve the following Extra/Co-Curricular nominations:

- Jacob Nason (2017-2018) (\$1.00) Unified Volleyball Asst.
- Kristen Sturtevant Audio/Visual, MS
- Gail Nelson Student Council Advisor
- Susan Schuler Student Council Advisor
- Sean Sullivan Intramural Coach
- Lorne Lucas Intramural Coach
- David Colson Adventure Leader, MS
- Adam Black Guitar Club Co-Advisor
- Warren Buzzell Guitar Club Co-Advisor
- Mark Sampson Guitar Club Co-Advisor
- Curtis Lalonde National Jr. Honor Society, MS
- Kevin Hart (\$1.00) Bass Fishing
- Hunter Hart (\$1.00) Bass Fishing
- James Dunn Football, Varsity (B) Asst. 1
- Jeffrey Hunt Football, Varsity (B) Asst. 2
- Claude Gagnon Football, Varsity (B) Asst. 3
- Arthur Jacobs Football, Varsity (B) Asst. 4
- Michael Allen (\$1.00) Football, Varsity (B) Asst.
- Gary Gadbois (\$1.00) Football, Varsity (B) Asst.
- Roy Reeves (\$1.00) Football, Varsity (B) Asst.
- Steve Dube (\$1.00) Football, Varsity (B) Asst.
- Leonard Nedeau (\$1.00) Football, Varsity (B) Asst.
- Shane Downs (\$1.00) Football, Varsity (B) Asst.
- Matthew Griffin (\$1.00) Football, Varsity (B) Asst.
- Robert Keller (\$1.00) Football, Varsity (B) Asst.
- Dennis Emerson Golf, Varsity
- Scott Prieto Golf, JV
- Daniel Curran Soccer, Varsity (B)
- Timothy Green (\$1.00) Soccer, Varsity (B) Asst.
- Clay Prewitt Soccer, JV (B)

Tony Monetta..... (\$1.00) Soccer, Freshmen (B)
Chris Schoonmaker..... Soccer, Varsity (G)
Steve Lynch (\$1.00) Soccer Club, MS (B)
Lisa Hernandez-Parsell (\$1.00) Soccer Club, MS (G)
Michael O'Brien Track-Cross Country, Varsity
Elaine Menard..... Track-Cross Country, MS
Sara Eames..... Track-Cross Country, MS Asst.
Dan Curran..... Unified Soccer Coach
George Pendleton..... Volleyball, Varsity (G)
Jeffrey Hunt Lacrosse, Varsity (B) Asst.
Brike Hall..... Lacrosse, Varsity (B) Asst.

The motion carried unanimously.

Special Services Committee: No action required.

Finance Committee:

Food Service Fund Mr. Lynch moved, second by Mr. Pappas, the Board approve subsidizing the Food Service fund in the amount of \$11,393.00 as requested. The motion carried by majority vote.

Non-Union Salaries Mr. Lynch moved, second by Mr. Pappas, the Board approve the non-union salary increases as presented, pending City Council budget approval.

Mr. Turner asked how long it had been since this group had received a raise and if had always been 3-4%. Mr. Hopkins confirmed that they had gotten a raise each year. Mr. Turner wondered if it should be revisited given the CPI is never 3-4% and the current conditions. Mr. Watson stated the raises haven't always been 3-4% and were comparable to union raises. Mr. Lynch stated that since the budget was still pending, it could be revisited with the Finance Committee if that was something Mr. Turner wanted to pursue. Since there was a motion on the floor, the vote was taken. The motion carried by majority vote.

Realignment Extra/Co-Curricular Stipends

Mr. Lynch moved, second by Mr. Pappas, the Board approve the re-alignment of Extra-Curricular/Co-Curricular stipends for the 2017-2018 school year as follows:

Jeremy Jason.....(\$525) Chess Club
Lea Marshall & Elizabeth Lampron (\$525) Book Club, MS
Jennifer Warren..... (\$430) Maker's Club, MS
Sarah Boyle..... (\$430) STEM Club, MS

The motion carried unanimously.

Grant Funded Stipends Mr. Lynch moved, second by Mrs. Grassie, the Board approve the grant funded stipend requests as follows:

Cheryl Hanscom (Title IIA Grant Funded - \$1,600) New Teacher Orientation
Maegan Jerr (Title IIA Grant Funded - \$1,600) New Teacher Orientation
Caitlen Madore (Title IIA Grant Funded - \$1,600) New Teacher Orientation
Raymond Pillsbury (Title IIA Grant Funded - \$1,600) New Teacher Orientation
Jamie Thomas (Title IIA Grant Funded - \$1,600) New Teacher Orientation
Meghan Walkama... (Title IIA Grant Funded - \$1,600) New Teacher Orientation

Melissa Marcotte (Title IIA Grant \$1,500) Elem Mentor Coordinator
Adam Black (Title IIA Grant \$1,500) Middle School Mentor Coordinator
Caitlen Madore ..(Title IIA Grant \$750.00) High School Mentor Co-Coordinator
Jennifer Ford.....(Title IIA Grant \$750.00) High School Mentor Co-Coordinator
Meghan Walkama..... (Title IIA Grant \$1,000) Elem Curriculum Teacher Leader
Jennifer Cyr (Title IIA Grant \$1,000) Elem Curriculum Teacher Leader

The motion carried unanimously.

OBM Forms Mr. Lynch moved, second by Mr. Pappas, the Board authorize the following individuals to sign OBM Form 1, Form 2, Form 4, and contracts approved by the Rochester School Board: Michael L. Hopkins, Superintendent of Schools; Kyle M. Repucci, Assistant Superintendent of Schools; and Linda Bartlett, Business Administrator. The motion carried unanimously.

General Assurances Mr. Lynch moved, second by Mr. Pappas, the Board acknowledge that they have been advised of the General Assurances and authorize the Superintendent to sign the General Assurances for the School District and the Board. The motion carried by majority vote.

Discipline Committee:

Mr. Lynch moved, second by Mrs. Harrington, the Board accept the Committee's recommendations as set out in the backup* regarding the cases heard at the May 29, 2018 meeting. The motion carried unanimously.

**(In accordance with the federal FERPA, 20 U.S.C.§1232 (g) the backup materials are not part of the publicly available minutes.)*

Mrs. Malone moved, second by Mr. Pappas, the Board accept the Committee's recommendations as set out in the backup* regarding the cases heard at the June 6, 2018 meeting. The motion carried unanimously.

**(In accordance with the federal FERPA, 20 U.S.C.§1232 (g) the backup materials are not part of the publicly available minutes.)*

Policy Committee:

Second Reading Mrs. Malone moved, second by Mrs. Stokes, the Board approve second reading and review of the following policies:

- EA – Support Service Goals
- EB – Safety Program
- EBA – A Suggested Safety Policy, Career and Technical Education Programs
(as amended)
- EBAA – Reporting of Hazards *(as amended)*
- EBBD – Indoor Air Quality

The motion carried unanimously.

First Reading The Committee recommends the following policies to the Board for first reading:

- EBBB – Accident Reports *(as amended)*
- EBCB-R – Fire Drills *(as amended)*
- EBCC- Threats to Safety and Property
- EBCD – Emergency Closings
- EBCE – Weapons Prohibition
- EBCE-R – Weapons Control Form *(as amended)*

Committee Report – Special Committees

5-Year Strategic Plan No action required.

CTE/JBC No action required. Mr. Hopkins reported for the Committee stating they are currently working on the relocation of solar panels. One of the HVAC systems on the roof will displace the panels so they are looking for alternatives. He also reminded the Board that the Groundbreaking Ceremony will be held on June 22nd at 10:45 am.

Old Business None.

New Business

Retirees Mr. Pappas thanked the community members, students, and parents who came out to support the funding of our schools at the City Council meetings on June 5 and June 12th. Mr. Pappas also thought it was important to note the total numbers of years (451) of dedicated service by our retirees honored this evening. As a District, he hopes we continue to see numbers like this and wanted to acknowledge these retirees.

Support of Staff Mrs. Grassie spoke about an RMS Middle School teacher who spoke at the City Council meeting last week. She was struck by how he spoke so passionately about the projects and new learning that he is involved in. She related the excitement that teachers show around making things better for our students and how great it is for the community to see that kind of commitment.

Alternative Pathways Mr. Lynch asked Board members to read the letters sent to them by Alternative Pathway students that document their stories and success. It's amazing how passionately students feel about their program and teachers, and about the budget process.

Support Appreciated Mrs. Stevens stated how proud she was to see the teachers, parents and students who spoke with such passion regarding the budget and how hard they are working to keep things moving forward. She hopes their support continues as the budget process continues.

OG Scholars Mr. Lynch wanted to recognize the great work of the OG Scholars. The program is arduous in its requirement of training time and application. However, the success the district sees with students using the program is amazing. In addition, these staff members have become resources statewide and really are shining examples of the great things happening in the District.

Other None.

Adjournment

Mr. Beaulieu moved, second by Mr. Watson, to adjourn the meeting at 8:05 p.m. The motion carried unanimously.

Respectfully submitted,

Michael L. Hopkins
Board Secretary

**Rochester School Board
Building Committee Minutes
School Department Board Room
July 9, 2018
6:00 PM**

DRAFT

Members Present:

Mrs. Audrey Stevens, Chair
Mr. Paul Lynch, Vice-Chair
Mr. Matthew Beaulieu
Mr. Joseph Devine
Mr. Matthew Pappas

Members Absent:

Mrs. Sarah Harrington

Also Present:

Mr. Michael Hopkins
Mrs. Linda Bartlett
Ms. Julie Brown
Mrs. Anne Grassie
Mr. Raymond Turner
Mr. Robert Watson
Mr. David Totty

The meeting was called to order 6:15 p.m. with a quorum present.

Mr. Beaulieu moved, second by Mr. Devine, to approve the minutes of the June 7, 2018 meeting as written. The motion carried unanimously.

Facilities Update

Mr. Totty, Facilities Director, reported that they have been successful at salvaging equipment and materials to be repurposed from the Technology Center and the Gonic projects. The Forklift Overhaul Project is now complete. It had an estimated repair cost of \$12,000 but most of the work could be done in-house, so the final cost was \$5,200. The Spaulding High School's rigging should be dropped one week and then reset. The High School band and chorus roof will be complete prior to band camp.

Mr. Totty informed the Committee that between June, 7, 2018 and July 6, 2018 they have closed 95 work orders and 114 have been created which puts them at a close ratio of 0.83 to 1. There are 107 open work orders at this time.

Summer Projects

The LED Upgrade Project agreement has been signed and the project is underway.

The relocated Gonic School classrooms have all been moved back to Gonic. The building is weather-tight and the fire suppression system is 95% complete. The project is still ahead of schedule. Moving the RMS classrooms back to their spaces will be aligned with the cleaning schedule.

The moves necessary for the CTE construction project have been completed. The Engineering classroom was already packed allowing the framers to begin work in that room early. That work was originally scheduled for the fall.

The William Allen School Roof Project has begun and the High School and Middle School door materials will be in this week.

Painting on the second floor of the High School will begin shortly. The first floor was painted last year.

Mr. Hopkins stated that Infrastructure Funds have been used for several safety issues throughout the District. A camera has been installed at Gonic School and Chamberlain received secondary locks and a window. Anyone entering the building waits between the two sets of doors prior to being buzzed in and can be seen by the office. The District is looking into fencing for the lower field at William Allen School as well since state funds will cover 80% of these projects and the District will fund 20%.

OTHER

Navigate System – Mr. Hopkins reviewed the Navigate System and associated costs. State funds (Security Grant) will cover 80% of this cost while the District’s 20% will come from dues and fees. In an emergency, this system will provide Police and Fire with a digital floor plan and pictures of what the interior rooms look like. They will also be able to connect into the camera system at the school if needed. Mr. Hopkins reviewed the Navigate phone app that has an interface with Infinite Campus. Teachers will be able to access rosters to take attendance from their phone to account for students in an emergency. It will save time and create communication between the teachers and the building, administrators, etc.

Mr. Lynch moved, second by Mr. Beaulieu, to recommend the Finance Committee approve the purchase of the Navigate system for one year for \$31,500 with \$25,200 funded through state funds and \$6,300 funded by the District. The motion carried unanimously.

Mrs. Stevens asked about the “Night before the Fourth”. Mr. Totty stated that the grounds were well cleaned and the Fireworks Company did a great clean up job as well after the event. We are looking forward to having it again next year.

Public Comment - None

Other

Adjournment

Mr. Pappas moved, second by Mr. Lynch, to adjourn the meeting at 6:35 pm. The motion carried unanimously.

Respectfully submitted,

Mrs. Audrey Stevens, Chair

RSD Facilities Summer Projects 2018

LED Upgrade – if approved Affinity Lighting will begin mobilizing for installation beginning this summer. **UPDATE: Contract signed - underway**

Gonic Moves – return 1st and 2nd grade to new addition, return 3rd and 4th grade to old Gonic, reset RMS. **UPDATE: Gonic is back in Gonic. RMS being reset around cleaning schedule.**

CTC Moves – E-Sci to bridge, office to bridge, 3 second floor classrooms to opposite side of hall. **UPDATE: Done.**

WAS Roof – Onsite meeting next week to determine schedule. **UPDATE: work to commence week of 7/9.**

SHS Doors – Shop drawings complete. To include: nurse's door, ROTC door, and both opposite Wakefield street doors. **UPDATE: Materials in hand week of 7/9, will schedule thereafter.**

RMS Doors – Shop drawings complete. To include: A, B, and C wing doors and front exterior. **UPDATE: Materials in hand week of 7/9, will schedule thereafter.**

Infrastructure Repair Grant Projects – camera at WAS, CSS entry overhaul, Gonic access control, camera at SSS. **UPDATE: CHM beginning week of 7/16. Gonic Done.**

MSMS ADA – ramp will complete **UPDATE: Ramp scheduled for week of 7/9.**

SHS Stage Rigging – plan to complete in July before band camp. **UPDATE: Work to commence week of 7/16**

SHS Fire Suppression – Meridian to complete new roof at Ban and Chorus plus signage. **UPDATE: Work in progress to be complete prior to 8/1**

Painting – District wide interior and exterior. **UPDATE: PO issued for painting at SHS.**

Playgrounds – pending budget approval bring all fibar (mulch) into compliance. **UPDATE: In process of ordering Fibar and replacing slides.**

SHS Pneumatics – Recover enough controls from CTE project to eliminate pneumatics at SHS. **UPDATE: In progress**

Chamberlain Ramps – Rebuild modular classroom ramps and stairs. **UPDATE: Materials in hand. Work to commence (by us) week of 7/23.**

Deferred Repairs – FY-18's budget freeze created a list of small repairs deemed non-essential that will need to be addressed. **UPDATE: Ongoing.**

- Total - \$ 31,500
- Grant - \$ 25,200
- District - \$ 6,300



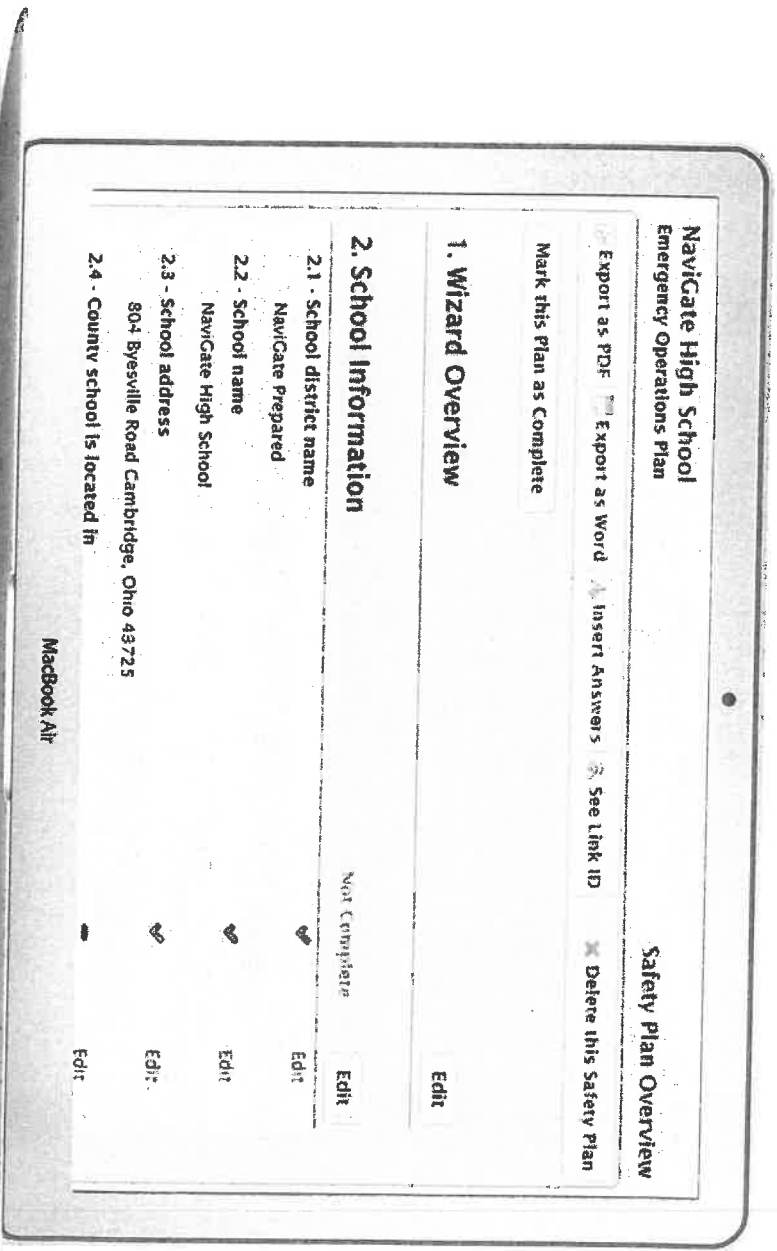
Safety Plans

Easily accessible in a secure, cloud-based environment

Create a compliant plan confidently with our Safety Plan Wizard

Make changes and manage updates simply

Push updates out to all users immediately



Navigate



Virtual Binders

Organize and share safety documents from one central location. Eliminate printing costs and improve accuracy.



Floor Plans & Site Plans

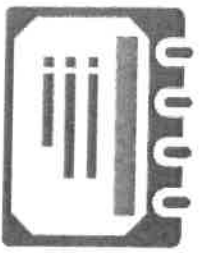
Color code rooms and identify life safety equipment throughout each building. Share with first responders.



Safety Drill Logs

Schedule, log, post to your website and track each school's progress. Eliminate spreadsheets.

Navigate



Flip Charts

Provide staff quick access to step-by-step emergency procedures directly on their smart phone or tablet.



Respond

Empower staff to account for students, by name, during drills & emergencies. Improves speed and accuracy while reducing stress.

“Newtown, like all districts across the country, works diligently with safety officials to provide an optimal environment for teaching and learning. The launch of NavIGate Prepared in all of our schools represents state-of-the-art proactive technology that fits deeply into our district’s safety plan.”

*- Dr. Joseph Erardi, Superintendent,
Newtown Public School District*

EXPEDITE IMPLEMENTATION WITH ONSITE SERVICE

Take advantage of NavIGate Prepared’s OnSite Implementation Service to get highly detailed floor plans integrated into your system in less time, without detracting from your existing responsibilities or resources.

We will ensure an effective set up by:

- Photographing your selected key areas such as storage areas, labs and mechanical rooms
- Photographing classrooms and other areas using photos and 360° images
- Uploading floor plans
- Color coding rooms and spaces
- Attaching photographs to maps and floor plans
- Attaching icons for your selected shut-off valves and life-safety item locations

**Rochester School Board
Personnel Committee Minutes
School Department Board Room
July 9, 2018
6:00 PM**

DRAFT

Members Present:

Ms. Julie Brown, Chair
Mrs. Audrey Stevens, Vice-Chair
Mr. Matthew Beaulieu
Mr. Joseph Devine

Members Absent:

Mrs. Sarah Harrington

Also Present:

Mr. Michael Hopkins
Mrs. Linda Bartlett
Mrs. Anne Grassie
Mr. Paul Lynch
Mr. Matthew Pappas
Mr. Raymond Turner
Mr. Robert Watson
Guests

Ms. Julie Brown, called the meeting to order at 6:00 p.m. Members participated in the pledge of allegiance.

Mrs. Stevens moved, second by Mr. Devine, to approve the minutes of the June 7, 2018 Personnel Committee meeting. The motion carried unanimously.

Mrs. Stevens moved, second by Mr. Devine, to recommend the Board approve the following retirements:

Susan Camire.....	Para-Educator
Marie Flesher.....	Elementary Teacher
Bernard Rodier	Custodian

The motion carried unanimously.

Mrs. Stevens moved, second by Mr. Beaulieu, to recommend the Committee approve the following resignations:

Tara Fournier.....	Para-Educator
Andrew Gray	Para-Educator
Robin Klein	Para-Educator
David LeClair.....	Part-time Custodian
Angela Parent.....	Para-Educator
Nancy Peterson-Caton.....	Special Education Teacher
Kathy Secinaro	School Psychologist
Ashley Robinson	21 st Century Learning Center Program Director
Mary Sullivan.....	Elementary Teacher
Sonjia Tainter	Para-Educator
Susan Willson	Para-Educator

The motion carried unanimously.

Mrs. Stevens moved, second by Mr. Beaulieu, to recommend the Board approve the termination of C.R., Para-Educator. The motion carried unanimously.

Mrs. Stevens moved, second by Mr. Beaulieu, to recommend the Board approve the nomination of Maegan Jerr for the Assistant Principal position at William Allen School. The motion carried unanimously.

Mrs. Stevens moved, second by Mr. Devine, to recommend the Board approve the contract renewal of Justin Ykema, Special Education Teacher. The motion carried unanimously.

Mr. Devine moved, second by Mrs. Stevens, to recommend the Committee approve the following nominations:

Jane Bergeron	Elementary Teacher
Debra Bertogli Flanders	Special Education Teacher
Robert Burke	Manufacturing Teacher
Nicholas Cobb	Social Studies Teacher
Lori Discoe	Graphic Arts Teacher
Susan Dromey Heeter.....	Spanish Teacher
Rebecca Imbimbo.....	Kindergarten Teacher
Alyson Mantini.....	Elementary Teacher
Kristi Olivares	Special Education Teacher
Christine Orliac	Part-time French Teacher
Christopher Perks	Science Teacher
Christina Sliney	English Teacher
Megan Stefik	School Psychologist
Skye Tomasyan	Elementary Teacher

The motion carried unanimously.

Mrs. Stevens moved, second by Mr. Beaulieu, to recommend the Board approve the following District Department Head nominations:

Kelly Borish	Occupational Therapist
Shara Hughes.....	Speech Pathologist
Stephanie McSharry & Corinne Brown.....	School Nurse

The motion carried unanimously.

Mrs. Stevens moved, second by Mr. Devine, to recommend the Committee approve the following High School Extended School Year nominations:

Kevin Boyle.....	Teacher
Katherine Snow	Teacher
Corinne Brown	Nurse
Bethann Welch	Nurse
Victoria Reynolds.....	Para-Educator
Tammy Guckert.....	Para-Educator

The motion carried unanimously.

Mrs. Stevens moved, second by Mr. Beaulieu, to recommend the Board approve the following Extra-curricular nomination:

Brooke Moody.....	Cheering, Varsity, Fall
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The motion carried unanimously.

Mr. Devine moved, second by Mrs. Stevens, to recommend the Finance Committee approve the following stipend requests:

Ronald Goodwin	(\$2,000) RTV Coordinator
Raymond Pillsbury	(\$2,500) Critical Incident Response Teacher Coordinator

The motion carried unanimously.

Mrs. Stevens moved, second by Mr. Beaulieu, to recommend the Board approve the leave of absence request for E.B., Kindergarten Para-Educator. The motion carried unanimously.

Public Comment - None

Other – Mr. Turner would like to discuss the Non-Union salary increases. Mr. Lynch stated that when the Personnel Budget is developed, the process will be reviewed.

Mr. Hopkins informed the Committee that at this time, there are twelve teacher openings and twenty-seven Para-Educator openings.

Mrs. Stevens moved, second by Mr. Devine, to adjourn. On a unanimous vote, the Committee adjourned at 6:15 p.m.

Respectfully Submitted,

Ms. Julie Brown, Chair

MEMO TO: Personnel Committee
FROM: Michael Hopkins, Superintendent of Schools
SUBJECT: Personnel Committee Addendum
MEETING DATE: July 9, 2018

1. Resignations

Angela Parent Para-Educator
Ashley Robinson..... 21st Century Learning Center Program Director
Mary SullivanElementary Teacher

2. Termination

C.R..... Para-Educator

3. Nominations

Debra Bertogli Flanders Special Education Teacher
Robert Burke Manufacturing Teacher
Rebecca Imbimbo Kindergarten Teacher
Alyson MantiniElementary Teacher
Kristi Olivares Special Education Teacher
Christopher Perks Science Teacher
Christina Sliney English Teacher

4. Extra-Curricular Nominations

Brooke Moody Cheering, Varsity – Fall Coach

**Rochester School Board
Finance Committee Minutes
School Department Board Room**

July 9, 2018
6:00 PM

DRAFT

Members Present:

Mr. Paul Lynch, Chair
Mr. Matthew Pappas, Vice-Chair
Mr. Matthew Beaulieu
Ms. Julie Brown
Mr. Joseph Devin
Mrs. Audrey Stevens
Mr. Robert Watson

Members Absent:

Mrs. Sarah Harrington
Mrs. Amy Malone
Mrs. Karen Stokes

Also Present:

Mr. Michael Hopkins
Mrs. Linda Bartlett
Mrs. Anne Grassie
Mr. Raymond Turner
Guests

Mr. Lynch called the meeting to order at 6:37 pm with a quorum present.

Mr. Pappas moved, second by Mrs. Stevens to approve the minutes of the June 7, 2018 meeting as written. The motion carried unanimously.

Financial Update

Mrs. Bartlett, Business Administrator, informed the Committee that the District is in FY18 year-end mode and should have it wrapped up the first week in August. The City is closing the books at the end of August. FY19 has just started so additional information will be available in September or October.

Mr. Beaulieu requested a list of outstanding bonding projects including the name of project, maturity date and balance. Mrs. Bartlett will provide the Committee with this information.

Mr. Hopkins informed the Committee that it is time to recommend the District's Attorney. Mr. Hopkins spoke of Attorney Grossman dedication and years with the district. He is a reasonably priced for his services.

Mr. Watson moved, second by Ms. Brown, to recommend the Board approve a two year contract for Attorney Jerome Grossman as the School Attorney. The motion carried unanimously.

Financial Items from Personnel Committee

Mr. Pappas moved, second by Mrs. Stevens, to recommend the Board approve the following stipend requests:

Ronald Goodwin..... (\$2,000) RTV Coordinator
Raymond Pillsbury (\$2,500) Critical Incident Response Teacher Coordinator

The motion carried unanimously.

Financial Items from Building Committee

Mr. Pappas moved, second by Mrs. Stevens, to recommend the Board approve the purchase of the Navigate system for one year for \$31,500 with \$25,200 funded through state funds and \$6,300 funded by the District. The motion carried unanimously.

The motion carried unanimously.

Mr. Lynch thanked all the Board members for their support with the Budget meetings with City Council. Their presence at the meetings and efforts on behalf of the District were very much appreciated.

Ms. Brown moved, second by Mrs. Stevens, to adjourn the meeting at 6:43 p.m. The motion carried unanimously.

Respectfully Submitted,

Mr. Paul Lynch, Committee Chair