BOARD OF SCHOOL COMMITTEE
MANCHESTER SCHOOL DISTRICT SAU #37

May 28, 2024 **6:30 p.m.**

6:30 p.m. – Induction of the Remaining 2024/2025 Student Board Members
Memorial High School: Aalizah Kan and Grey McDonald
West High School: Jaime Ceniceros

Mayor Ruais performed the induction ceremony for the three remaining student board members for 2024/2025 at 6:30 p.m.

1. Mayor Ruais called the meeting to order at 6:32 p.m.

2. Mayor Ruais called for the Pledge of Allegiance.

Mayor Ruais welcomed Principal Jones and asked Committee Member Bonilla to introduce the students.

Wilson Elementary School – Paula Jones, Principal

Gregory Rinaldi – Grade 4	Eliejah Fermaint – Grade 1
Finn Hall – Kindergarten	Charli Brochu – Grade 2

3. A moment of silence was observed keeping the Kerrigan family in our thoughts. Bob Kerrigan was a long time West High School Teacher.

4. The Clerk called the roll.

Present: Committee Members Turner, Parr, Soule, Bonilla, Bergeron, O'Connell, Potter, Spillers, Baines, Senecal, O'Neil, Gonzalez, and Mayor Ruais.

Absent: Committee Members Want and Argeropoulos.

5. RECOGNITIONS

a. Manchester Proud Student Volunteer Awards

Kathy Cook and Katie Labranche were present to honor the students. They stated the 2024 Student Volunteer award recipients are organized by the Manchester Proud and they recognize Manchester's public high school students whose volunteer engagement demonstrates deep commitment to impacting the lives of others in the greater community. Students in the public high schools are eligible to apply and every submission requires an application to be filled out with their

volunteer experiences and they also respond to questions and have to have an adult vouch for their service. Each of these students is a credit to their family and their schools. These students are exceptional based on their extensive volunteer activities throughout high school. Those recognized tonight were:

Manchester High School students Helena Florek (Senior from Memorial High School), Jenna Graf (Junior from West High School), Patrick Vachon (Senior from Memorial High School) and Vick Mahindru (Senior from West High School) each won a $500 award based on their volunteering in Manchester, NH.

a. Recognition of Amazon Future Engineer Scholarship recipient – Vick Mahindru

Mayor Ruais stated that tonight, we are thrilled to recognize West High School senior Vick Mahindru, who is the only New Hampshire recipient of the Amazon Future Engineer Scholarship. In addition to the substantial $40,000 scholarship, Vick will have the opportunity for a paid internship with Amazon after his freshman year of college. Recipients were chosen based on a variety of criteria, including their academic achievement, demonstrated leadership, participation in school and community activities, work experience, future goals, and financial need. Vick has been deeply involved both in his school and in the community, and he is incredibly deserving of this award. I hope you will all join me in congratulating him tonight.

PUBLIC FORUM

6. The purpose of the public forum is to give the residents of Manchester the opportunity to address the board. All people wishing to speak will have up to three (3) minutes to do so, and any comments must be directed to the chair. Any resident wishing to speak will come forward to the nearest microphone, clearly state their name and address when recognized and give their comments.

   a. If there is no one else present wishing to speak, a motion is in order to take all comments under advisement and further to receive and file any written documentation presented and to table the remaining minutes for public comment to the end of the meeting for those that have not already spoken.

No one spoke at this point and time in the meeting.

7. Response to Public Comment

As no one was present to speak, there were no responses to public comments.

8. PRESENTATIONS

There were no presentations this evening.

9. ACTION AGENDA

a. Memorandum of Understanding with the Manchester Education Association: Insurance Agreement – by Attorney Kathryn Cox Pelletier and Michelle Evans, Executive Director of Human Resources

Attorney Cox Pelletier stated Michelle Evans was not able to be present this evening. She stated that this item is in regards to the insurance prescription coverage with he union. In the fall, they had negotiated this to start in July but they have decided to wait an additional year to implement the program, so that everyone has time to sort through the changes, which makes this MOU necessary.

*On motion of **Committee Member Soule,** duly seconded by **Committee Member Turner,** it was moved to approve the Memorandum of Understanding with the Manchester Education Association in regards to the Insurance agreement.*

Committee Member Potter stated that the agenda packet was not very descriptive and it was asked if she could share a little bit more information about the program and what the barrier is to implementing it.

Attorney Cox Pelletier stated that she was not the author of this and so she will do her best to answer the question. It is a program to save money on prescription drug coverage. The goal is to find some savings and it would require a fairly large number of employees to reconsider the exact medication that they are on and go to a generic or lesser cost medicine. Due to the amount of employees this will affect, they are looking for additional time to roll out the program to make sure that no one is surprised or that there are not any unexpected changes. She explained that the insurance goes by the fiscal year of July 1- June 30th.

All were in favor and the motion passed.

The next item is from the supplemental agenda packet of items that were submitted late.

a. Temporary Authorization for Student Support Nurse and Certified Occupational Therapy Assistant (COTA) Job Descriptions – by Attorney Kathryn Cox Pelletier and Salina Millora, Executive Director of Student Services

Attorney Cox Pelletier stated Salina Millora was not able to be present this evening. She stated that they received notice from one of their vendors that provides one to one nursing services that they are not longer going to be in business. This was very short notice provided to the district. The hope is to approve this tonight for the necessary services to be made available through the end of the school year, and into the summer, and then they will come to the policy committee for approval of these items for the next school year. This will allow hiring on a temporary basis of the nurses that have already been working in our schools and providing these services through this vendor and they would now become district employees.

*On motion of **Committee Member O'Connell,** duly seconded by **Committee Member Gonzalez,** it was moved to approve the Temporary Authorization for Student Support Nurses and Certified Occupational Therapy Assistants (COTA) Job Descriptions. All were in favor and the motion passed.*

10. CONSENT AGENDA (ITEMS 10 – 17)

11. Mayor Ruais advises if you desire to remove any of the following items from the Consent Agenda, please so indicate. If none of the items are to be removed, only one motion will be taken at the conclusion of the presentation.

Committee Member Baines removed item 13-a.
Committee Member Potter removed item 13-g.
Committee Member Soule removed item 14-a.

The balance of the consent agenda is as follows:

12. Approval of minutes from the Board of School Committee meetings on: May 13, 2024 meeting.

13. Report(s) of the Committee of Policy, if available.

a.
b. Education and Development Science Teacher
c. Revisions to policy Personnel 131: Professional Leave Requests
d. District Homeless Liaison/Parent-Involvement Coordinator Job Description
e. Revisions to policy Students 105: Admission of Resident Students
f. Special Education Evaluation Policies
    i. Instruction 143: Student Evaluation for Specific Learning Disability
    ii. Instruction 143.2: Special Education Evaluations

14. Report(s) of the Committee of Teaching and Learning, if available.

a.
b. Architecture, Construction, Engineering (ACE) Mentor Program
c. Elementary Writing: Self-Regulated Strategy Development (*think*SRSD)

15. Report(s) of the Committee of Finance and Facilities, if available.

16. Report(s) of the Committee of Student Conduct, if available.

17. Report(s) of the Committee on Education Legislation, if available.

a. The Education Legislation Committee reasserts its opposition to the proposed Ed 306 revisions and calls on the State Board of Education to amend its proposal in light of the substantial problems highlighted by many New Hampshire educators, parents, and citizens over this past year.
b. The Education Legislation Committee moves to draft a letter addressed to the State Board of Education, the House Oversight Committee, and the Joint Legislative Committee on Administrative Rules (JLCAR), via the State's Office of Legislative Services, outlining our concerns (by referencing the criteria outlined in JLCAR's review process) regarding the Ed 306 revisions and submit this letter to the full Board for approval.

*On motion of **Committee Member O'Connell,** duly seconded by **Committee Member Turner,** it was moved to approve the balance of the consent agenda. All were in favor and the motion passed.*

13. Report(s) of the Committee of Policy, if available.

a. Academic Instruction Director Job Description

Committee Member Baines stated we have received notification form the Superintendent that we will be seeing some cuts to Title funding and this is a Title I funded position. It was asked if these cuts could impact this position?

Mrs. DeFrancis stated it will not be impacted in the first year, because it will be covered by the carryover of our Title I funds that were not utilized this year.

*On motion of **Committee Member Baines,** duly seconded by **Committee Member Turner,** it was moved to approve the Academic Instruction Director Job Description. All were in favor and the motion passed.*

g. Manager, Safety and Security Job Description
Supplemental Information Submitted on 5/22/2024

Committee Member Potter stated that when this came before the Policy Committee there were some questions that the committee had asked for responses to and one was whether this position would be supervised by the Assistant Superintendent of Operations or Human Resources? It was stated that originally it was passed with Human Resources overseeing it and now it is has been changed to the Assistant Superintendent of Operations.

It was stated that there is a portion of the job that deals with Human Resources and a portion of the job that deals with loss mitigation and safety committee work and the larger focus is in the development of the security systems, which is the reason why it has been changed to be overseen by the Assistant Superintendent of Operations, but they will work directly with HR as well.

*On motion of **Committee Member Potter,** duly seconded by **Committee Member Parr,** it was moved to approve the Manager, Safety and Security Job Description. All were in favor and the motion passed.*

14. Report(s) of the Committee of Teaching and Learning, if available.

a. Proposed Update to the Manchester Adult High School (MAHS) Handbook

Committee Member Soule stated that she was asked to remove this item so that an amendment could be made to page 64, regarding social studies credits. It was indicated that the district does Civics classes and not American Government so the amendment is changing American Government to Civics and then adding World History.

*On motion of **Committee Member Soule,** duly seconded by **Committee Member Bonilla,** it was moved to approve the revisions to the Proposed Update to the Manchester Adult High School Handbook. All were in favor and the motion passed.*

COMMUNICATIONS

18. Superintendent's Communications.

a) Superintendent Updates

It was indicated that there were no superintendent updates this evening.

19. Board of School Committee Members' Communications.

a. Job Openings List

Committee Member Turner stated that she noticed on page 199, there appears to be 6 openings for Direct Instruction at Hillside and 5 openings at McLaughlin. If there are 27 total openings and 11 of them are at two schools, that is about 40% of the openings being at two schools and we need to pause and remedy this.

It was indicated that they will take this questions back to the district staff to look at and provide an answer to this question.

b. Joint School Building Update – by Vice Chair O'Connell

Committee Member O'Connell stated they had a Joint School Buildings meeting last week and there is a substantial amount of information in the board agenda this evening. He stated that the modulars have begun to arrive and are ahead of schedule. The factory manufacturing the modulars is now manufacturing 100% of their time for Manchester and so we are on course to have those available for occupancy by August 15. He stated that again, we are two weeks ahead of schedule.

Committee Member Potter stated that the modular's arrive on a trailer but they do not come assembled. There is work that has to be done when they are delivered.

It was stated that more will be arriving over the next couple of weeks.

20. Personnel Report.

Committee Member O'Connell removed item 6.

*On motion of **Committee Member O'Connell,** duly seconded by **Committee Member Baines,** it was moved to approve the balance of the personnel report and the supplemental personnel report. All were in favor and the motion passed.*

The approved personnel reports were as follows:

RESIGNATIONS/RETIREMENTS: CERTIFIED STAFF

Name	Position	Location	Salary
Benjamin Mailloux	Math Teacher	McLaughlin	$42,025.00
Allison Beach	Kindergarten Teacher	Highland GF	$79,190.00
Amanda Smith	PreK Special Ed Teacher	Smyth Rd	$42,025.00
Eric Soha	Math Teacher	Memorial	$60,339.00
Virginia Quinn-Schmidt	Special Ed Teacher	Memorial	$82,581.00
Clay Young	Math & Science Teacher	Parkside	$42,025.00

NOMINATIONS: CERTIFIED STAFF

Name	Position	Location	Salary
Anthony Fuscoe	Science Teacher	Memorial	$73,661.00
Arianna Nadeau	Special Ed Teacher	Central	$49,951.00

Jane Habert	Special Ed Teacher	Hillside	$70,078.00
Michelle Jacques	Music Teacher	Memorial	$84,796.00
Rafael Rodriguez	Science Teacher	Hillside	$81,014.00
Shannon Nee	Grade 5 Teacher	Hillside	$67,343.00
Susan Petersen	Special Ed Teacher	Hillside	$52,569.00
Tracey Vigneau	Special Ed Teacher	Hillside	$61,876.00

RESIGNATIONS/RETIREMENTS: NON-CERTIFIED STAFF

Name	Position	Location	Salary
Robert Ford	Paraeducator I	McDonough	$15.45
Stephen Pereira Jr	Paraeducator II	Parkside	$15.97
Patrick Bernard	Paraeducator II	Highland GF	$15.97
Susan Poulin	Behavior Support Tech	West High	$21.91
Janna Burke	Paraeducator I	Highland GF	$15.45

NOMINATIONS: NON-CERTIFIED STAFF

Name	Position	Location	Salary
Lydia Concannon	Paraeducator I	Beech	$15.45
Maria Sarfraz	Paraeducator I	Hillside	$15.45
Maya Longo	21st CC Club Asst	Bakersville	$15.00
Megan McMahon	21st CC Club Asst	Jewett	$15.00
Mya Durham	21st CC Club Asst	Webster	$15.00
Nadia Healy	Paraeducator I	McLaughlin	$15.45
Troy Placey	Paraeducator I	Parkside	$15.45

21. TABLED ITEMS

(A motion would be in order to remove any item from the table.)

a. Regional Career and Technical Education Agreement – Region 15

On motion of ***Committee Member Potter,*** *duly seconded by* ***Committee Member O'Neil,*** *it was moved to remove item 21-a, the Regional Career and Technical Education Agreement for Region 15 from the table. All were in favor and the motion passed.*

Attorney Cox Pelletier stated that a few changes were made since this went through committee. They negotiated with the sending districts and those changes were very minor but she wanted to make sure that the board noticed that the changes are regarding the insurance language, as we are self-insured, and this requires that all parties provide proof of either liability risk pool or the ability to be self-insured.

*On motion of **Committee Member Baines,** duly seconded by **Committee Member O'Connell,** it was moved to approve item 21-a, the Regional Career and Technical Education Agreement for Region 15. All were in favor and the motion passed.*

The following items was not removed from the table:

b. AIWX Door Monitoring Services ($135,680.00) (From the April 10, 2024 Finance and Facilities Meeting) **311 – 322**
No new information received – not expected to come off the table

Additional Public Comment

At this time, it was asked if there was anyone present from the public who would like to provide public comment.

Sue Hannan, Manchester Education Association president, who also works in the District Office in Credentialing and Professional Development, stated:

Just a couple of brief things tonight that she wanted to address. First of all, with the move for fifth grades to the middle schools, the promise was that fifth graders for Parkside would not be moved without making sure that the necessary changes were completely funded and they had all the staffing that they need. She stated that she is now hearing that we're starting to pull staffing away, that they're not getting the extra unified arts that they need to have, the extra school counselors, the extra administration. She stated that she knows we are in somewhat of an issue with budget and not knowing where the final numbers lie but she just wanted to bring up that was the promise of the school board and past superintendents, that that would not happen without making sure that things were fully funded. Certainly, with the change that's happening in space, with these modulars coming in, this will be wonderful but we do need to think about the fact that staffing is going to be huge, because you're going to have really large phys ed classes, and really large art classes and things like that, that are not going to be conducive to quality learning in the middle schools and that's going to be really tough. The other thing that she wanted to mention on a different subject, from the last meeting, when you did a fine job with quizzing Commissioner Edelblut on the 306 is she wanted to let the committee know that although he keeps claiming NEA New Hampshire agreed to all of that, they didn't, they agreed to change his definitions and that was it. She stated that

they would not have agreed to any of that stuff. In fact, they were quite in agreement with all of the school board. She stated that they appreciate all the work and dedication that you have put into this as she finds it extremely important and she thanked the Board for the letters that have been sent and for the involvement that you have had with that. Thank you very much. Have a great evening.

*On motion of **Committee Member Baines,** duly seconded by **Committee Member Potter,** it was moved to take all comments under advisement and to further receive and file any written documentation presented. All were in favor and the motion passed.*

Response to public comment included:

1. *Making sure that the move of the fifth graders to the middle schools is being done with fidelity.*
2. *Making sure that the middle schools are appropriately staffed to handle the addition.*
3. *It was stated that the district is working to balance out the staffing throughout this process and are already speaking with HR on this.*
4. *It was stated that there was a four hour long session at the State Board of Education today on the 306 and Sue Hannan is correct that the State Board of Education is indicating that the NEA is in agreement with those proposed changes. The board was happy to hear that they are not in agreement with those changes.*
5. *The board thanked Committee Member Parr for his dedication and the significant time and effort he has put into attending these meetings.*

22. New Business

Committee Member Baines –

1. He stated that the Board of Mayor and Aldermen have been talking with legal counsel about the releasing of sealed minutes that could address this board. Attorney Cox Pelletier stated that we have been releasing our sealed minutes unless there is an item that must remain sealed. A log of those sealed minutes are being kept.

Committee Member Bonilla –

1. He stated he wanted to give a shout out to the Plaintiffs in regard to the New Hampshire Federal Court striking down the band concepts teaching law, and one of the Plaintiffs was our very own Chief Equity Officer Tina Philibotte. He stated that we should be allowing

our teachers to teach what they have to and ensure that we represent all the identities of our youth.

Committee Member Baines –

1. He stated he attended the night of Jazz at the Rex Theater, which featured all of the high school jazz band, including the Hillside Middle School. He stated that with his background in Music, he was very impressed by what he saw, and the profits raised will go to scholarships. A number of the students are foreign students.
2. He stated that he also went to the Central art show. This was a great show and the teachers talked about how they are finally getting past Covid in terms of being able to show off the creations of the kids and the skills that they are manifesting which are nothing short of extraordinary.

Committee Member Soule –

1. She stated she wanted to give a shout out to Bakersfield School and their Memorial Day ceremony that was absolutely wonderful. At the end of the ceremony, they had a parent who was in the military play taps and it was great. They also did a moment of silence and you could have heard a pin drop, it was very powerful.
2. She stated that she was able to meet the Lieutenant Commander Stacy Lancaster of the Navy ROTC and he has a lot of energy and everything was well organized.
3. She stated that on June 6th she will be attending career day at Bakersville as well.

Committee Member O'Connell –

1. He stated he attended the Memorial Day celebration last Friday at Central High School at McAllister Hall and there were hundreds of students from Central High School that have died all around the world and those names were all read off. There is a ship's bell there from the USS Blood, which is a destroyer that was named after the Second Lieutenant Blood, who graduated from Central High School in 1942 and was killed in action in the invasion of the islands of Japan. In 1944 the ship was decommissioned and the bell was donated to Central High School with the condition by the Navy that it be held in a prominent place and every Memorial Day it is brought out and stand next to the hammer and when the band is finished playing the national anthem the bell tolls when each name is distinctly read for the public.

Mayor Ruais –

1. He stated that he wanted to thank Angela Leach, as this is her last school board meeting, and she will be returning from whence she came, which is that she will be returning to the school district in her new role. She has been a staffer for him since he started and has been writing speeches for him that he in turn edits in the car on the way to events. He stated that her job has been very tough and she has done a great job and he appreciates her efforts on behalf of the city.

23. A motion is in order to go into non-public session under the provisions of RSA 91-A:3 II (a, b, and c, e, j and l) and RSA 91-A:2, I (b and c): for the dismissal, promotion or compensation of any public employee or the hiring of any person as a public employee; and, for matters, which if discussed in public, would likely affect adversely the reputation of any person; consideration of negotiation of pending claims or litigation; consideration of confidential, commercial or financial information that is exempt from public disclosure under RSA 91-A:5, IV; consideration of legal advice provided by legal counsel, either in writing or orally; and, Strategy or negotiations with respect to collective bargaining.

7:16 p.m.

On motion of ***Committee Member Turner,*** *duly seconded by* ***Committee Member Baines,*** *it was moved to go into non-public session under the provisions of RSA 91-A:3 II (a, b, and c, e, j and l) and RSA 91-A:2, I (b): for the dismissal, promotion or compensation of any public employee or the hiring of any person as a public employee; and, for matters, which if discussed in public, would likely affect adversely the reputation of any person; consideration of negotiation of pending claims or litigation; consideration of confidential, commercial or financial information that is exempt from public disclosure under RSA 91-A:5, IV; consideration of legal advice provided by legal counsel, either in writing or orally; and, Strategy or negotiations with respect to collective bargaining.*

Roll Call: Committee Members Turner, Parr, Soule, Bonilla, Bergeron, O'Connell, Potter, Spillers, Baines, Senecal, O'Neil, Gonzalez and Mayor Ruais voted yes. Committee Members Want and Argeropoulos were absent. Motion passed.

7:27 p.m.

*On motion of **Committee Member O'Connell,** duly seconded by **Committee Member Turner,** it was moved to call the meeting back to order. All were in favor and the motion passed.*

*On motion of **Committee Member Soule,** duly seconded by **Committee Member Turner,** it was moved to seal the minutes until the Board reviews the minutes at their next meeting for unsealing, as they could likely adversely affect the reputation of any person who is not a member of the public body or they could render a proposed action ineffective. All were in favor and the motion passed.*

Unsealed Minutes:

Present: Attorney Cox Pelletier, Andrew Toland, Nicole Doherty, Forrest Ransdell and Angela Leach.

1. Personnel items removed from the personnel report were discussed.
2. Negotiations of collective bargaining agreements were discussed.
3. Legal Updates were discussed with legal counsel.
4. A personnel matter was discussed.

ADJOURNMENT

25. If there is no further business, a motion is in order to adjourn.

*On motion of **Committee Member Baines,** duly seconded by **Committee Member Bonilla,** it was moved to adjourn. All were in favor, meeting adjourned at 7:28 p.m.*

True Copy. Attest.

Respectfully Submitted,

Angela M Carey

Clerk of Committee