



**Highgate Elementary School
Board of Director's Meeting Minutes
June 11, 2019**

1.0 CALL TO ORDER: A meeting of the Highgate Elementary School Board of Directors was called to order on Tuesday June 11, 2019 at 6:43 p.m. by Chris Shepard, School Board Chair. Those in attendance included:

- Chris Shepard, Board Chair
- Lisa Wells, Board Vice-Chair
- Stephen Scott, Board Clerk
- David Roddy
- Richard Flint
- Patrick Hartnett, School Principal
- Chris Palmer, Assistant Principal
- Julie Regimbal, Superintendent
- Lora McAllister, Business Manager
- A Channel 15 representative (taping for public access television)

2.0 AGENDA AMENDMENTS: None.

3.0 COMMENTS AND CORRESPONDENCE FROM THE PUBLIC: None

4.0 FUTURE BOARD MEETING DATES:

- MVSD Budget Vote – 6/11/2019
- MVSD Board Meeting 6/18/2019 @ 6:30 PM, MVU Library
- Board Celebration – 6/19/2019 @ 6:30 PM, the Abbey

5.0 CONSENT AGENDA:

Adopt meeting minutes of the May 9, 2019 Board of Directors meeting:

Action: A motion was raised by David Roddy to approve the minutes of the May 9, 2019 Board of Director's meeting; the motion was seconded by Lisa Wells.

Vote: 4:0

6.0 PRINCIPAL'S REPORT

Principal Hartnett presented a copy of the principal's report for review and discussed the following:

- Thank you to the Board for allowing teachers to stay on for a couple of days after students have finished the school year. The time is very productive.
- Autumn Beyor will be starting as a 6th grade teacher next year. Autumn is a Highgate alumni and completed her training in New Hampshire this year.

7.0. BUSINESS REPORT: Lora McAllister presented the Business Report to include:

Check warrants for the Month of May in the amount of \$422,261.60 were presented for review.

Action: A motion was raised by David Roddy to approve the warrants for the month of May in the amount of \$422,261.60; the motion was seconded by Lisa Wells.

Vote: 4:0

Financial Report: A copy of the financial report through 6/10/2019 was presented for review noting that carryover is up significantly at a little over \$100,000. There was around a \$40,000 savings over what was budgeted in the Special Education line. Revenues were down almost around \$100,000 over budget – the majority of this due to transportation expenses being netted out of revenue; however, overall lines came in about where we anticipated they would.

Action: A motion was raised by Lisa Wells to approve the financial report; the motion was seconded by David Roddy.

Vote: 4:0

Chris Palmer requested that the Board authorize that \$4,000 from carryover be used to purchase 3D printers (and supplies), and Ozobots (mini robots that students can program) for the Maker Space project that has been ongoing. Ordering this equipment now would allow more time to implement and train staff on the use of this equipment prior to school starting in August. It was noted that to date, districts that are being consolidated have received very little guidance from the State Board of Education on how carryover should be managed, and there were no concerns raised about allocating these funds at this time given the Maker Space Project has been in the works for a while.

Action: A motion was raised by David Roddy to approve \$4,000 out of carryover to purchase the above referenced equipment for the Maker's Space; the motion was seconded by Steve Scott

Vote: 4:0

It was noted that there will be warrants that require signature, as well as other documents that may require signatures as part of closing a school district. A request was made to authorize the Board Chair and /or Finance Committee to sign various documents related to the closing of the school district.

Action: A motion was made by David Roddy to authorize the Board Chair to sign any documents relating to the closing of the school district; the motion was seconded by Lisa Wells.

Vote: 4:0:1(Richard Flint abstains)

Action: A motion was made by Lisa Wells to authorize the Finance Committee to sign any warrants or other financial documents relating to the closing of the school district; the motion was seconded by David Roddy.

Vote: 4:0:1(Richard Flint abstains)

8.0. SUPERINTENDENT'S REPORT: None.

9.0. NEW BUSINESS

Channel 15 Subscription for Board Meetings: HES has a subscription with Channel 15 that allows the public to view board meetings via their YouTube channel; however the link to videos

was not easy to find on the school's website. The link to the videos is now located at the top of the school's webpage under the School Board menu item.

OLD BUSINESS

Several Quick Claim Deeds were presented for the transfer of property from various districts to the newly formed unified district including one transferring the Nadeua property to the town, and another transferring other property to MVSD. It was noted that the deeds clearly state that if a school were to be put up for sale, the town in which the building is located as right of first refusal.

Quick Claim Deed for Nadeau Property:

Action: A motion was made by Richard Flint to authorize the Board Chair to sign the QCD for transferring of Nadeau Property to the Town; the motion was seconded by David Roddy.

Vote: 5:0

Quick Claim Deed for MVSD:

Action: A motion was made by David Roddy to authorize the Board Chair to sign the QCD for transferring Property to MVSD; the motion was seconded by Richard Flint.

Vote: 5:0

10.0. ANTICIPATED EXECUTIVE SESSION:

Action: A motion was raised by Richard Flint to enter executive session to discuss a personnel issue as it was determined that premature public knowledge would clearly place the Board or other party at a significant disadvantage. Julie Regimbal and Patrick Hartnett were invited into executive session.

Vote: 5:0

The Board entered executive session at 7:13 PM.

The Board exited executive session at 7:46PM

Action: None.

11.0. ADJOURN

Action: A motion was raised by Richard Flint to adjourn the Highgate Elementary School Board of Directors meeting at 7:41 PM; the motion was seconded by David Roddy.

Vote: 5:0

The meeting adjourned at 7:41 PM

Recorded by: Rebecca Fenn, School Board Secretary
Submitted on behalf of Steve Scott, Board Clerk