

**THETFORD TOWN SCHOOL DISTRICT**  
**Wednesday, February 20, 2019**  
**Thetford Elementary School**

**APPROVED MINUTES**

Shannon Darrah convened the meeting at 6:35 p.m. The following were present: Julie Acker, Charlie Buttrey, Shannon Darrah, Kristen Downey (present by phone), Scott MacPhee, School Board; Emilie Knisley, OESU Superintendent

**PUBLIC PRESENT:** Stuart Rogers

**AGENDA REVIEW:** Agenda approved with amendments.

**MINUTES REVIEW:** MOTION: (Buttrey/MacPhee) moved/seconded to approve the minutes of the January 22, 2019, Board meeting (unanimous approval).

**REVIEW AND APPROVAL OF ORDERS:** None

**PUBLIC COMMENT/CORRESPONDENCE:** Darrah reported she received questions about the snow day policy and who makes the decision to cancel school. See agenda item. The select board appealed the CLA. A letter was received from the state confirming the town's petition for re-determining home values for calculation of the CLA. Darrah spoke with a reporter from the Valley News about town meeting. Rogers spoke with the same reporter.

**PLANNING FOR INFORMATIONAL MEETING ON FEBRUARY 26:** Darrah and Buttrey have a conflict with town meeting and will not attend. Downey will present. Tuesday at 6:30 will be the pre-town informational meeting at TES. It is a good opportunity to give a dry run of the presentation. Town moderator, Sarah Martel, will be present. Darrah is meeting with her. There are a few new numbers since the school report was published. The equalized pupil number went up which will bring the tax increase down. The numbers in the slideshow will be slightly different from what is in the school report. Teacher negotiations are pending and unlikely to be finalized before town meeting. Discussion followed regarding logistics around town meeting. Knisley has reached out to TA for budget information to include in the slide presentation.

**ANNUAL REPORT AND WEBSITE:** Acker stated Michele Hastings has been working on the new website. She has shared a link to a test site and Acker will pass that on to Board members. She is keeping track of her hours to work out a stipend. The annual report is being printed and will be mailed out with TTSD's permit. \$259.69 for the mailing permit and postage. Acting proactively to prepare for mailing, Cynthia Odell had already paid \$225 at the Thetford post office. She is trying to get a refund. There will soon be a pdf of the school report posted on the TTSD website, as well as the new budget with the tax worksheet including the updated equalized pupil figure. The tax rate increase is 0.9% with the capital improvement article. The report

should be available in time for pre-town meeting on Tuesday. The final bill for the annual report design differs slightly from the original quote of \$4,950. There were additional costs of the postage and adding varnish to the book to make it sturdier. Merrill then discounted his design and writing fee to offset the cost of the varnish because he had forgotten to include it in the original quote.

**SNOW DAY POLICY DISCUSSION:** There is no policy regarding canceling school. Knisley reviewed the snow day procedure. The bus company speaks to the road agent in the town and relays information to Knisley regarding any concerns and recommendations. The bus company also consults with the state crews for NH and VT. Knisley talks to McLaughlin, and often with other superintendents about their decisions. Knisley also looks at NOAA weather bulletins that are sent to emergency managers. Emphasis is put on the road crew report. If the bus company says it is not safe to transport the kids then it is not safe. Buttrey recounted a recent day that TA and TES were open but most area schools were closed. Acker stated that the school calendar is another part to be considered. Knisley stated the calendar is coordinated by region and related to the technical center, and that becomes the OESU calendar. There are slight variations based on contracts between districts. The current calendar has days built in at the end of the year in case of snow days. Families should plan for the latest possible day. Rogers added that McLaughlin speaks with the road crew directly. He noted to keep in mind all the back roads and there are different climate zones in town, especially Gove Hill, which often gets more snow. Acker noted all these communications are taking place between 4am and 5am.

**FACILITIES / PEDESTRIAN WALKWAY:** Rogers is seeking signatures for the permit, per state requirement. **MOTION:** (Buttrey/MacPhee) moved/seconded to authorize the Chair to sign the waste water system and potable water supply permit application on behalf of the district (unanimous approval). Rogers updated the Board on the pedestrian walkway project. Construction will happen this year. The inspection service part of the project went out to bid last week. The construction part just went out to bid. Sealed bids will be opened March 26. The state oversees the federal grants within the state. Work will not start until school ends. Rogers asked about school events over the summer, such as camps. The soccer camp and music camp are run through the town. McLaughlin needs to follow up with TA regarding relocating summer school. Discussion followed.

**EXECUTIVE SESSION (Feedback on Principal Performance):** **MOTION:** (Buttrey/Acker) moved/seconded to go into executive session at 7:36 p.m. to discuss principal performance. Out of executive session at 8:02 p.m. No action taken.

**EXECUTIVE SESSION (Teacher Negotiations):** **MOTION:** (Buttrey/MacPhee) moved/seconded to go into Executive Session at 8:02 p.m. to discuss teacher negotiations, the premature dissemination of which may place the Board at a substantial disadvantage. Out of executive session at 8:16 p.m. No action taken.

**ADJOURNMENT:** MOTION: (Buttrey/MacPhee) moved/seconded to adjourn the meeting at 8:16 p.m. (unanimous approval).

**FUTURE MEETINGS:**

02/26/19      Pre-Town Informational Meeting      6:30 p.m.

Minutes Prepared By:  
Amy Bosco, Minutes Clerk

RESPECTFULLY SUBMITTED,  
Julie Acker, Board Clerk