

September 21, 2011

Minutes of Regular Meeting  
Harrisville Wells Memorial School Board  
Harrisville Wells Memorial School, 5:30 p.m.

In Attendance:

Earl Horn, School Board Chair  
Erik Anderson, School Board  
Pam Thayer, School Board  
Wayne Woolridge, Co-Superintendent  
Tim Ruehr, Business Manager  
Emily Hartshorne, Principal  
Kathleen Brady, Recording Secretary, arrived at 6:00 p.m.

Also present for all or part of the meeting: Doug Viles, Buddy Driscoll, Andrew Maneville, Wayne Derosia

**1. Call to order:** Earl Horn called the meeting to order at 5:30 p.m.

Mr. Woolridge spoke to use of the school as an emergency shelter. Mr. Driscoll spoke to the issue of the admittance of people who might not otherwise be appropriate for a school setting. Mr. Ruehr reviewed the guidelines for separation of shelter and an area where students might be traveling unsupervised (i.e. restroom and hallways). Ms. Hartshorne suggested there be designated volunteers in charge of the shelter. Discussion ensued regarding residents not traveling to Keene during an emergency and the length of time a generator would run. Mr. Woolridge suggested the possibility of blocking off one hall for this particular use. Mr. Ruehr suggested use of a dedicated line for Emergency Management. The board will take up this policy at the October board meeting.

Discussion ensued regarding recommendations for school building; alarm sensors need to be checked, emergency management area to be built in gym.

Mr. Viles spoke to the board regarding a bus pick up request. Would like the bus stop changed but they are within the one mile. Mr. Ruehr will call First Student to see what the issue is regarding the change. The board can discuss at the next board meeting.

**2. Approval of Minutes:** *Pam Thayer made a motion to accept the minutes from June 23, 2011, Erik Anderson seconded the motion, vote taken, 3-0, motion accepted.*

**4. Financial Report:** Mr. Ruehr presented the Harrisville Report of Revenue and Expenditures. Net available is \$69,485.00. Mr. Ruehr reviewed highlights from the report with the board.

Before and After School Program: Current available balance of (\$11,973). This does not include some outstanding payables of (\$6,500); the deficit assumes these payables are coming in. Mr. Ruehr expressed his concern about losing money in the program again this year. Ms.

Hartshorne said that expenses and salary are down for the next year. Mr. Ruehr had the board sign off on year-end reports.

Community Use of Facilities, #3002 Review: Ms. Hartshorne stated that this policy is working well. No action taken.

Approve 2012–2013 Proposed Budget Schedule: Change Budget Work Session from January 1<sup>st</sup> to read January 4<sup>th</sup>. Change meeting on January 18<sup>th</sup> from 4:30 p.m. to 5:30 p.m.

*Pam Thayer made a motion to accept Harrisville 2012–2013 Proposed Budget Schedule with proposed changes, Erik Anderson seconded the motion, vote taken, 3–0, motion passed.*

Mr. Horn spoke of the orientation of the outside lighting and it “blinding” people who drive toward it on the road. Ms. Hartshorne stated that Rob is working on fixing this.

Discussion ensued on a school sign. An Eagle Scout who would like to take this project on has approached Ms. Hartshorne. Mr. Woolridge stated this needs to be presented to the board. Will be put on an upcoming agenda.

**5. Public Input:** None

**6. Reports:**

- a. Principal, Emily Hartshorne reported on the following:
  - Enrollment is 44
  - Wellness and Safety to meet monthly beginning in October
  - New Staff
  - CPR/AED training on 9/8/11
  - Potential Retreat dates, 10/27 as first choice, 10/13 2<sup>nd</sup> choice. Board decided to go with date of 10/27 4:00 p.m. – 7:00 p.m. Ms. Hartshorne will look into possible use of Apple Hill.
  - Affordable Choice students
  - Open House, 9/27 at 6:30
  - Natural Trail cleared out by Eagle Scout, Robbie Crowe
  - Summer Common Core Assessment Institute

Ms. Hartshorne reviewed two goals with the board.

- b. Co-Superintendent:
  - Enrollment fairly stable
  - KMS
  - Building Aide
  - Adequacy Aide
  - Retirement
  - NCLB – new regulations

- Teacher Evaluation
- c. School Board Members: Mr. Horn reported out from the Compensation and Benefits Committees. Recommendation made to the Advisory Committee.
  - Board contribution to health 85% down to 83%
  - 2 % salary increase, excludes administration (Woolridge and Gurney)
  - Hourly staff increases of 2.5%
  - No change to tuition reimbursement

Discussion ensued on the evaluation process for the co-superintendents. It was determined that board will meet at a separate time to complete evaluations together during a work session.

**8. New Business:**

- a. Review Policy #3003 – done earlier in meeting.
- b. School Board Reorganization: On 10/17 Ms. Thayer will attend AREA, as Mr. Anderson is not able to do so. *Ms. Thayer made a motion to accept the 2011–2012 School Board Reorganization, Mr. Anderson seconded the motion, vote taken, 3–0, motion passed.*
- c. Other: Mr. Horn spoke of upcoming negotiations with Teacher’s Association, he will meet with Mr. Cooper in the near future.

**3. Bills and Manifests:** Checks #2003331–2003368 in the amount of \$38,079.46 were presented for approval. A motion was made to approve the bills and manifests, all in favor 3-0.

The meeting was adjourned at 7:43 p.m.

Respectfully submitted,

Kathleen Brady  
Recording Secretary

APPROVED: 10/19/11