Members Present: Marc DeBois (Chair), Vanessa DeSimone, David Ricker (Orford); Mark Avery, David Gagner, Bruce Lyndes (Fairlee), Kathy Hooke, (Vershire), Kevin Dexter (W. Fairlee); Kathy Blanchard (at-large)

Members Absent: Cory Austin, Jean MacDonald

Administration and Staff Present: Elaine Arbour (Superintendent); Tammy MacQueen (WES Principal); Michael Foxall (SME Principal); Michael Galli (Dean of Students); Jan Cole (Director of Special Education); Dick Paulson (Chief Financial Officer)

Public Present: Mark Burger, Mark Blanchard, Kelley Monahan, Carl Schmidt (Orford); Larry Berg, Olivia Beleau, Mike Claflin (AHEAD); Cicy Richardson (Journal Opinion)

I. Call to Order: Meeting called to order at 6:27 p.m.

II. Agenda Revision/Time Allocation: None

III. General Public Comments: Kelley Monahan (Orford) spoke of her concern regarding the Memorandum of Agreement (MOA) with AHEAD and asked the Board if it would consider postponing a decision to allow time to investigate whether the Town of Orford will buy the building back as a warrant article at the next town meeting. Mark Burger (Orford) asked that the Board include Orford Selectmen in the lease negotiations to protect the Town when calculating payment in lieu of taxes.

Burger mentioned that New Hampshire taxpayers have historically budgeted for more Vocational Tech students than have attended. This year, he said, this number was over estimated by 6 students and suggested that $48,000 is due back to Orford as this is a direct assessment to a member town district.

IV. Presentation: None.

V. Consent Agenda
   A. Minutes
      1) Board December 5, 2017
      Action: Motion made to approve consent agenda. (Hooke/Lyndes) Approved.
      2) Special Board Meeting December 19, 2017
      Action: Motion made to approve the special board meeting minutes. (Dexter/Hooke) Approved.

VI. Informational Reports (written)
   A. Superintendent Report: Elaine Arbour reported that today was the Integrated Field Review (IFR) visit. The visiting team will present to the RISD team and administrators and then the RISD team will present to the Board. Arbour mentioned that we have received 4 applications for the Business Administrator position and offered for a board member to participate on the hiring committee, along with Mark Burger, who will represent the Elected Auditors. Arbour publicly acknowledged and thanked the Lion’s Club for their $1500 donation to the Nicaragua Trip. Arbour also said that a new tractor has become an unexpected purchase, but the cost of repairing the existing tractor would be approximately one-third the cost of a new one. Arbour reported that this evening Keri Gelenian and Nancy Hall are marketing our schools in Lyme as part of choice night tonight.
   B. Head of Schools Report: Arbour presented Gelenian’s tuition student materials. She said the dip in Warren tuition students was the result of Warren constructing its own 7/8 classrooms, but
overall there is an upward trend in tuition students choosing Rivendell. Kathy Hooke mentioned that on our website it might be good to have a link for international students and F1 visa students.

C. Elementary Schools Report: Tammy MacQueen highlighted the Revolutionary War play and said the field review went extremely well. She added that the Winter Program starts on Thursday for the next 5 weeks. There are 85 students skiing and 140 students going to Hulbert. Michael Foxall said students were enthusiastic about the field review today; it was very positive. He is also excited about the Winter Program and stated it provides opportunities for all students.

VII. Ongoing Business
A. AHEAD Update and Memorandum of Understanding: Mike Claflin, Executive Director of AHEAD, reported that the application was submitted and selected, but there was not enough money to fund all approved projects and this one was not chosen for funding at this time; there are 3-4 projects in front of it. The current MOU expires February 2018 and AHEAD wants to know if the Board wants to extend it. Claflin explained that it takes a long time for the funding to get in place and expressed a need to have site control which is formal agreement to acquire/lease the building once funding is in place. AHEAD recommends extending the original MOU to expire in 2020 and at the end of 2 years they should know if the project is going to work. There was discussion about amending the current MOU or reinitiating a new MOU and determining duration of agreement. There was some concern voiced about what would happen if AHEAD were to become defunct. Claflin explained the background of AHEAD and said he can’t project what will happen in 90 years, but assuming a natural transition to another organization similar to AHEAD if something were to happen; dissolution are normal terms of a lease and not unusual. Action: Motion was made to change the signature date on page 1 of the MOU to a date of 1/9/2018 and to change 2.1 to state SCHOOL DISTRICT agrees to allow DEVELOPER exclusive right and access to property known as the Old Orford Academy for a period of up to 24 months. Said period shall be from February 2018 to February 2020. (Lyndes/Ricker) Approved.

B. FY19 Budget: Arbour reviewed the expense adjustments since DRAFT #2 and explained the revised budget is a result of looking more closely at line items which allowed shifting monies more appropriately. There was general discussion about the adjustments and comments about tuition student rates. Additional discussion focused on supporting students with behavioral/social and emotional challenges and if this budget supports those needs. It was suggested to increase the proposed budget by $100,000 to help cover these expenses. The Board also discussed the idea of a separate warrant article to establish a fund to start at $25,000 for athletics, but decided against it at this time.
Action: Motion was made to approve $10,632,960 to take to the public budget forums on January 11 and January 16. (Lyndes/Gagner) Approved. Action: Motion was made to approve $15,400 as the tuition rate for FY19. (Dexter/Avery) Approved. Action: Motion was made to approve $70,000 for the warrant article as replenishment to the capital reserve fund. (Lyndes/Avery) Approved.

C. FY18 Budget Status: No Discussion

D. Chelsea School Board Presentation Update: Keri Gelenian will provide update at the February meeting.

VIII. New Business
A. Personnel Updates: None
B. Correspondence:
   1) Building Reconfiguration Response: Arbour identified an email correspondence from a community member.

C. Public High School Choice Capacity: Action: Motion was made to approve the number of school choice students to four (4) for SY2019. (Avery/Lyndes) Approved.

D. Job Description Approval (School Counselor, Athletic Director, Transportation & Facilities Manager): Action: Motion was made to approve the School Counselor and Athletic Director, Transportation & Facilities Manager job descriptions as presented. (Ricker/Lyndes) Approved.
IX. Future Agenda Items
20th Anniversary, Crisis Response, Community Outreach, Department Reports, Vision for Food Service, Cooperation w/Thetford Academy, Electronic Devices, Elected Local Auditors’ Role, ALICE – Active Shooter Response Training, Keys and Access to Buildings, Guns in Schools Policy (Feb), Chelsea School Presentation Update (Feb), Approve Final FY19 Budget (Feb), Approve Warning/Warrant Articles (Feb)

X. Executive Session
1) Negotiations
Action: Motion was made to go into Executive Session at 8:50 PM. (Ricker/Lyndes) Approved. Board came out of Executive Session at 8:55 PM. (Gagner/Lyndes).
Action: Motion was made to approve the REA Teacher Negotiation Contract as presented. (Gagner/Lyndes) Approved.
Action: Motion was made to increase the base salary $354.00 for Elaine Arbour’s FY19 contract to offset the change in health insurance costs. (Blanchard/Lyndes) Approved.

XI. Adjournment
Action: Motion made to adjourn. (8:56 PM) (Lyndes/Gagner). Approved. Meeting adjourned at 8:56 PM.

Recorded by:
Brenda Gray
Executive Assistant/HR Manager

Note: All Board votes were unanimous unless noted otherwise.