

1 Mont Vernon School Board

2 Tuesday, June 13<sup>th</sup>, 2023

3 Meeting Minutes- Not Approved

4 Attendees:

5 Administration: Interim Superintendent- Steven Chamberlin, Assistant Superintendent- Christine  
6 Landwehrle, SAU #39 Business Administrator- Amy Facey, Laurie Hays, Jennifer Whitney-  
7 MVVS Office Staff, Charline Brown- MVVS Teacher,

8 Mont Vernon Village School Board: Chair- Peter Eckhoff, Vice Chair- Jessica Hinckley,  
9 Secretary- George Torres and Sarah Lawrence.

10 Meeting Minutes: Danae A. Marotta

11 Public: Andrew Stokinger, Mont Vernon NH, Newly appointed board member, Anne Dodd,  
12 Mont Vernon, NH, Kim Deppen- MVVS Nurse (Retired)

13 Meeting Summary:

- 14 • The Board appointed Mr. Andrew Stokinger to fill the vacant board seat.
- 15 • Mr. Tom Lecklider, MVVS Principal, reviewed the June Principal's Report.
- 16 • The board approved consent agenda items: 1. MVVS June Principal's Report, 2. AMS  
17 May Principal's Report, 3. MVSD June Food Service Projections, 4. Unanticipated  
18 Revenue \$70, 5. Budget Transfer 2024 001, 6. Feb. 2023 Treasurer's Report, 7. FY 24  
19 General Assurances- Final and 8. May 4th 2023 Draft Minutes.
- 20 • The board discussed the MVEA petition. The Board motioned to uphold the  
21 Superintendent's decision on this matter at this time with the caveat on discussion going  
22 forward.
- 23 • The Board had discussion on the Board Goals and the meeting calendar. The board  
24 decided on a 5:30PM meeting start time going forward.
- 25 • Interim Superintendent, Mr. Steven Chamberlin, gave the board an update on the  
26 Unassigned Fund Balance. The Board motioned to authorize the expenditure of up to  
27 \$44,000 which is over the \$280k that they need to work against the taxes and pay for the  
28 approved budget by the taxpayers. (projects as presented on the June 13th document).
- 29 • Mr. Chamberlin, placed into nomination Mr. Scott Saucier, MVVS PE Teacher and Ms.  
30 Amanda Anderson as the MVVS Nurse. The Board motioned to approve the  
31 nominations.

32  
33 I. Call to Order

34 **Mr. Peter Eckhoff, Chair of the Mont Vernon School Board, called the meeting to order at**  
35 **6:01PM.**

36 II. Public Comment I of II

37 Ms. Hinckley thanked Ms. Kim Deppen for her years of service as the MVVS Nurse.

38 III. Appointing a New Board Member

39 Mr. Andrew Stokinger, Mont Vernon NH, introduced himself and noted his background.

40 The Board asked Mr. Stokinger questions for applying for the open position.

41 Mr. Stokinger replied that he is excited to serve, and he knows the position is for one year.

42 Mr. Eckhoff noted that they have meetings on the third Thursday of the month.

43 Mr. Stokinger asked if there was a way that board members can attend by zoom.

44 Mr. Eckhoff replied yes.

45 Ms. Hinckley asked what Mr. Stokinger most likes about the community of Mont Vernon.

46 Mr. Stokinger replied that there is a strong community, small class sizes and two classes per  
47 grade at the MVVS.

48 **Ms. Lawrence motioned to approve Mr. Andrew Stokinger to fill the open board position**  
49 **through March 2024. Ms. Hinckley to second the motion. The vote was unanimous, motion**  
50 **passed.**

51 IV. Consent Agenda

52 Mr. Eckhoff noted the thorough Principal's Report.

53 Principal, Mr. Tom Lecklider, commented that this community truly wraps around the staff and  
54 the students. Math Carnival was a success with great support from Ms. Charlene Brown and Ms.  
55 Sara Millas. The turnout was unbelievable and a big thank you to the community for their  
56 support.

57 Ms. Brown added that it was nice to see Math Carnival come back, and 45 students signed up to  
58 help put it together. They did not expect that many people and it was all student run. The lines  
59 got pretty long but the students handled it with grace and patience. They get to bring back alumni  
60 and help out with the prizes.

61 Mr. Eckhoff suggested that they video tape the event.

62 Ms. Hinckley inquired about the writing festival.

63 Principal Lecklider added that writing looks different at each grade level and every student had a  
64 piece that they were proud of. They were intentional with feedback sheets. It was an all around  
65 team effort and a celebration of learning with both events.

66 Mr. Eckhoff asked if the Talent Show was taped.

67 Mr. Lecklider replied yes, it is on their Facebook page.

68 He thanked Ms. Kim Deppen for all of her work and service to the students of MVVS. He noted  
69 the retirement of Ms. Robin Hoy and wished luck to Ms. Sarah Terminello.

70 Mr. Eckhoff asked about the food service projections.

71 SAU #39 Business Administrator, Ms. Amy Facey, noted that it is not ideal. They will be  
72 transferring about \$7,000 from the General Fund to cover that. They did have some challenges  
73 with staffing and the costs of food. They did receive a third supply chain grant and that is  
74 something that they will be using. They believe that their staffing will be stabilized next year so  
75 that will help the budget.

76 Mr. Eckhoff asked about the grant amount.

77 Ms. Facey responded that they have not received the allocation, but it is for non-perishables.

78 Mr. Eckhoff asked for questions.

79 Mr. Torres asked if they are seeing an uptick in applications for Free/Reduced Lunch.

80 Ms. Facey added that Food Service Director, Ms. Krystal Gendreau is diligent with reaching out  
81 to families. She is looking at other revenue sources, catering, etc.. She has some good ideas.

82 Mr. Eckhoff added that they will have to discuss that in august.

83 Mr. Eckhoff asked about the Budget Transfer 2024.

84 Ms. Facey explained that is the actual required transfers that are related to your approval last  
85 month of the recommended default. This is actually taking what you approved and moving the  
86 funds to the appropriate account for FY 24 so that we're set up to start the year with the money in  
87 the in the correct accounts. Anything that was within what we call the function code like regular  
88 Ed or special ed technology those items we can move within function code on our own.  
89 Anything that has to get transferred to a different function code requires board approval. Most of  
90 that was the special education that we were moving to a grant, so you'll see that in the budget  
91 transfer. Then the other big item was the technology where the proposed budget was actually less  
92 than the default, so we were able to take those funds and apply those to the items that the board  
93 approved to fund as part of the recommended default.

94 Mr. Eckhoff asked about the General Assurances FY 24 final.

95 Mr. Chamberlin responded that it is the assurance that we follow the federal guidelines.

96 **Ms. Hinckley motioned to approve the consent agenda items 1. MVVS June Principal's**  
97 **Report, 2. AMS May Principal's Report, 3. MVSD June Food Service Projections, 4.**  
98 **Unanticipated Revenue \$70, 5. Budget Transfer 2024 001, 6. Feb. 2023 Treasurer's Report,**  
99 **7. FY 24 General Assurances- Final and 8. May 4th 2023 Draft Minutes. Ms. Lawrence**  
100 **seconded the motion. The vote was unanimous.**

101 V. MVEA Request

102 Mr. Eckhoff noted that they will discuss the MVEA petition.

103 Ms. Deppen explained that the 5 days canceled due to weather (snow) during the 22-23 school  
104 year would need to be accounted for by using personal time, working during the April break,  
105 working longer hours, or extending the school year. We are requesting to be paid for these 5  
106 snow days and are asking you to please consider the information we are providing in support of  
107 this request. Additionally, it is our understanding that that office staff in other SAU 39 schools  
108 were paid for the snow days and although it is not the same they are curious as to why the district  
109 has not afforded them the same compensation.

110 Mr. Eckhoff asked for questions.

111 Ms. Lawrence noted that she does not have any questions.

112 Mr. Chamberlin noted that our office staff has contracts beyond the school year. He noted that  
113 there is not an exact comparison. He wants to support and be a good steward of the taxpayer  
114 dollar. Technology staff, custodial staff and the SAU staff have worked their hours.

115 Ms. Lawrence asked what work the administrative assistants do when it is not student driven.

116 Assistant Superintendent, Ms. Christine Landwehrle, replied that there is significant end of year  
117 data responsibilities. We have to upload all of our data from PowerSchool into the state system  
118 also new student registrations. Throughout summer, they help Mr. Lecklider covering the  
119 building.

120 Ms. Lawrence asked if these hours need to be completed between now and the end of the month.

121 Mr. Chamberlin added that the contracts are converted to hours. One person has almost 69 hours  
122 and the other person has almost 87 hours.

123 Ms. Jennifer Whitney, MVVS Administrative Assistant and Office Manager, responded that she  
124 makes sacrifices for the community, and she frequently is eating her lunch during her lunch hour.  
125 She works past 3:30PM on many days and does not put in for overtime She sometimes works  
126 from home, and they take their job very seriously. Often times they do not know that it is going  
127 to be a snow day until 5 am, but if she does not know she will take work home. On March 14<sup>th</sup>  
128 and 15<sup>th</sup>, she did work from home on things such as enrollment and ecology school. They feel  
129 that they are part of the community and take their jobs very seriously.

130 Mr. Chamberlin remarked that they want employees to log the hours that they are working  
131 because it is good practice.

132 Ms. Whitney responded that no one has ever asked her to work a minute that is not paid, this is  
133 where she is pointing that she is making a sacrifice for the community.

134 Mr. Chamberlin noted that it is against the Department of Labor, and they ask people to record  
135 the hours that they work. This is a professional office, and they will ask the Principal to support  
136 it, for Ecology School, enrollment, etc..

137 Ms. Laurie Hays asked if there was a waiver that the assistants have signed to eat lunch at their  
138 desk because there is such a waiver.

139 Mr. Chamberlin responded that he knows that waiver and it is not a practice that he thought was  
140 a good practice.

141 Ms. Hays replied that she is looking at the personal contract and it says a number of student days  
142 and talks about professional development, opening day, back to school, holidays, vacation days,  
143 contracted days so if we are implementing the contract with fidelity and the number of student  
144 days are waived how can we require them to work those additional days?

145 Mr. Chamberlin remarked that the student days are mislabeled.

146 Ms. Hays responded that the question is about the waiver of days that they were unable to work  
147 because it outlines that they will work a number of student days.

148 Ms. Charline Brown mentioned that it is about that same separate thinking that we had about our  
149 snow days being waived. We went in on the assumption that that our days would be waived  
150 because we were returning to what had occurred in years prior in terms of the length of day.

151 Ms. Lawrence asked if there was a compromise that they can reach.

152 Ms. Hays asked for clarification on the hours are.

153 Mr. Chamberlin replied that according to our records, based on timesheets filed that to order to  
154 fulfill the number of days in the individual time eight hours per day, there's 68.93 hours left from  
155 one for Sharon and 86.9 per hours left for Jen. Originally I think a petition was about five snow  
156 days which is 40 hours but that would be paying people for time already worked.

157 Ms. Hays noted that it was my understanding that they also had additional days to do.

158 Mr. Chamberlin mentioned that one has 10, 86 hours is 10 and then 68 is eight and a half.

159 Ms. Hays inquired if we were to waive five of those days that's 40 hours.

160 Mr. Chamberlin replied correct.

161 Ms. Whitney asked for clarification on the hours.

162 Mr. Chamberlin noted that 40 would be eliminated and you would have 40 hours left.

163 Ms. Whitney added that could be a problem as she makes sure that she has enough days to get  
164 that June work done.

165 Mr. Chamberlin responded that he understands. The petition was to reduce those number of  
166 hours which I believe would we make it difficult for you to do the work that you have to do  
167 hence it's a 215 day contract this would make it a 210-day contract.

168 Ms. Sharon Soucy commented that sometimes they do not have power with down trees on snow  
169 days.

170 Mr. Chamberlin added that they would never make them work on a snow day.

171 Ms. Lawrence noted that there is confusion with the days versus hours.

- 172 Mr. Chamberlin responded that it is always hours.
- 173 Ms. Whitney added that they should convert it to hours.
- 174 Mr. Torres noted that he is trying to look at it as cleanly as possible.
- 175 Ms. Whitney added that she saves a certain number of days for June work after the students are  
176 out of school.
- 177 Mr. Torres inquired that they were notified in April.
- 178 Mr. Chamberlin replied that he notified people before April vacation in case they had a summer  
179 trip planned.
- 180 Ms. Brown noted that there was an accepted practice prior to last year that their snow days had  
181 always been paid.
- 182 Mr. Stokinger inquired what was the mechanism that made snow days be waived.
- 183 Ms. Lawrence replied that it was a change in the superintendent.
- 184 Mr. Stokinger suggested that they waive 32 hours for each person and that they change the  
185 contract for next year. There has to be fairness in the workplace, and it is essential.
- 186 Ms. Lawrence added that people's job descriptions and roles are very different, and I don't know  
187 if it can be completely equitable that way. They can have different contracts and be ok.
- 188 Ms. Whitney added that it is her understanding that that the office managers in the other districts  
189 were paid for the snow days.
- 190 Mr. Chamberlin responded that there is a CBA in the district she is referring to.
- 191 Ms. Deppen noted that they do have copies of the contracts and the wording is exactly the same.
- 192 Ms. Lawrence added that she knows that the contract is the same, but the roles and  
193 responsibilities are different.
- 194 Mr. Torres mentioned that he is not sure about a decision right now.
- 195 Ms. Lawrence commented that you should work your contracted hours. It warrants a  
196 conversation going forward about what that contracted language looks like. That is where she  
197 stands.
- 198 Ms. Hinckley questioned if all of the hours you have worked have been documented and you  
199 have extra hours, do we need to shorten the contract?
- 200 Ms. Soucy replied she needs those 185 days to get her work done and she fought for those a  
201 couple of years ago. The days in question are the snow days. Are they being made up or being  
202 waived?
- 203 Ms. Lawrence mentioned that there needs to be clarity on snow days going forward for everyone  
204 involved.

- 205 Mr. Eckhoff added that they need something in place to document that hours are being served.
- 206 Ms. Whitney added that work still has to be done.
- 207 Mr. Torres asked if this was standard practice.
- 208 Mr. Chamberlin added that this is a non-union contract the superintendent before waived the  
209 days.
- 210 Mr. Torres asked for the budget impact, the actual dollars.
- 211 Ms. Facey remarked that they cannot go over the contracted days that could have been an issue if  
212 they needed more time to do their work but that did not happen.
- 213 Mr. Stokingier inquired what if the employees came in and had nothing to do?
- 214 Mr. Lecklider remarked that he would never support workers showing up for work with nothing  
215 to do. He would also never assign work that they would not get paid for.
- 216 Ms. Brown mentioned that it seems that 3 ½ days are lost.
- 217 Ms. Hinckley asked if there are other employees in the building that have similar situations?
- 218 Ms. Whitney inquired about the technology employees.
- 219 Ms. Landwehrle replied that the technology are not.
- 220 **Ms. Lawrence motioned to uphold the Superintendent's decision on this matter at this time**  
221 **with the caveat on discussion going forward. Mr. Eckhoff to second the motion.**
- 222 Mr. Torres added that he will support the motion and he sees where they are coming from.  
223 Additionally, how do we expect to attract and retain people when they are treated differently.
- 224 Mr. Chamberlin responded that the board represents the community.
- 225 Mr. Eckhoff added that he struggles with how this was brought to the board. Your concerns  
226 should have been brought through the chain of command. He does not know why that was not  
227 followed. The contract says that you work the hours.
- 228 **The motion passed 4-0.**
- 229 Mr. Eckhoff added that the board values the work of the employees, and they are a key  
230 ingredient in the tremendous success that this building has here.
- 231 Ms. Lawrence remarked that they want to collaborate on next steps.
- 232 VI. Board Goals Discussion
- 233 Mr. Chamberlin added that there are 4 overarching goals. Communicate: Goal - Increase  
234 communication between the school board and community including but limited to budget  
235 advocacy and facility committee support. Monitor: Goal: The board will monitor student  
236 achievement in literacy and mathematics. Oversee: Goal - Board will receive regular updates

237 about policies, practices, and procedures related to security at MVVS. Facilitate: Goal: To  
238 facilitate implementation of facility study as per article 4.

239 Mr. Eckhoff asked for discussion.

240 Ms. Lawrence added that captured what they were talking about. They can delve in further  
241 during the board retreat.

242 Mr. Chamberlin noted that they will add it to the Trello Board.

243 VII. Formation of Building Committee

244 Mr. Chamberlin explained that at the last meeting the board had decided to reach out to the  
245 members of the Middle School Study Committee to see if they were interested in serving on the  
246 Building Committee. He had sent the responses. Based on the original construction we hope to  
247 have two board members and then a classroom teacher and special education teacher. Our hope  
248 is that they can meet in July. There are three overarching goals, an onsite preschool program,  
249 looking at the NESDEC data and enrollment, and what would the cost be if it became K-8. I  
250 foresee visitation to schools.

251 Mr. Stokinger and Mr. Eckhoff volunteered to help.

252 Mr. Chamberlin added that they can have two plus an alternate.

253 Ms. Anne Dodd, Mont Vernon, NH mentioned that she would be happy to help.

254 Mr. Chamberlin noted that they will put together a meeting for July.

255 Ms. Dodd asked about the committee members.

256 Mr. Chamberlin noted some of the returning members from the Middle School Study  
257 Committee.

258 The Board thanked Mr. Chamberlin.

259 VIII. Board Calendar

260 Mr. Chamberlin commented that the next board meeting is August 17<sup>th</sup>. There is talk of a retreat  
261 in July. There is hiring that we have to do. He would like to suggest a 5:30 start instead of 6PM.  
262 It is something to consider but only if this is better for the board. The board does not have to  
263 decide at this time.

264 Ms. Facey noted that she will put in a 5:30 start time for now and if it needs to change she will  
265 change it.

266 IX. Unassigned Fund Balance Update and Projects

267 Mr. Chamberlin explained that anything that is left over goes back as a revenue. Remember, that  
268 you fund the warrant articles first, and they have to commit funds before June 30<sup>th</sup>. If there was  
269 beyond money beyond the \$280k this is a strong contingency. There are 4 items they are looking  
270 to fund, the air conditioning compressor replaced, classroom signs and painting (recommended



271 by the fire department), access control (security) and a projector (for a high functioning, high  
 272 quality MPR). This is if there was money above the \$280k then they would not have a meeting.  
 273 If they have extra money and not allocate to the projects then it goes to tax relief. This will create  
 274 a higher level to meet for next year. They do not want to start with a deficit.

275 Mr. Torres asked for clarification.

276 **Mr. Torres motioned to authorize the expenditure of up to \$44,000 which is over the \$280k**  
 277 **that we need to work against the taxes and pay for the approved budget by the taxpayers.**  
 278 **(projects as presented on the June 13<sup>th</sup> document) Ms. Lawrence seconded the motion, the**  
 279 **vote was unanimous. Motion passed.**

280 X. School Security

281 Mr. Chamberlin noted that this will be a regular agenda item. He is very proud of the work that  
 282 they have completed with Alice training and forming a SAU Security Committee. He reviewed  
 283 the February 2022 Mont Vernon Village School Homeland Security Emergency Management  
 284 Assessment was reviewed to prepare for this board meeting. The assessment provides  
 285 recommendations in three areas, Surveillance, Access Control and Emergency Alerting. There  
 286 are no glaring deficiencies. They have a committee in place and continue their trainings as they  
 287 go. They can discuss more in non-public session.

288 Mr. Eckhoff gave his support for this being a regular agenda item.

289 Mr. Chamberlin added that they do expect some budget items.

290 XI. Staffing

291 Mr. Chamberlin placed into nomination Mr. Scott Saucier PE Teacher and Ms. Amanda  
 292 Anderson as the MVVS Nurse.

293 **Mr. Eckhoff motioned to approve the nominations as presented. Ms. Hinckley to second**  
 294 **the motion, the vote was unanimous, motion passed.**

295 Mr. Lecklider added that the teachers made a video of Ecology School. He thanked the 6<sup>th</sup> grade  
 296 teachers.

297 Mr. Eckhoff added that it is important for the community.

298 Mr. Eckhoff congratulated Ms. Facey on her Business Administrator certification. He thanked  
 299 Mr. Chamberlin for his service as Interim Superintendent. His passion, knowledge and  
 300 commitment is incredible. I personally thank you as well as the Board. It has been great and  
 301 thank you for staying on.

302 Congratulations to all of the graduates.

303 XII. Public Input

304 No public comment

305 XIII. Meeting Adjourned

306 **Mr. Torres motioned to adjourn the meeting at 7:55PM. Ms. Hinckley seconded the**  
307 **motion. The vote was unanimous, motion passed.**