

1 Mont Vernon School Board

2 Wednesday, May 5<sup>th</sup> 2021

3 Meeting Minutes- Approved 06 14 2021

4 Attendees:

5 Administrative Team: Adam Steel- Superintendent, Christine Landwehrle- Assistant  
6 Superintendent, Michele Croteau- SAU #39 Business Administrator, Meg Beauchamp- Director  
7 of Student Services, Dr. Kim Sarfde- Principal of the Mont Vernon Village School, and Amy  
8 Facey- SAU #39 Business Administrator Elect.

9 Mont Vernon Village School Board: Vice Chair- Peter Eckhoff, Secretary- Scott St. Denis,  
10 Stephen O'Keefe and Jessica Hinckley.

11 Board Minutes: Danae A. Marotta

12 Public: Pete King, MVSD Moderator, Mont Vernon NH.

13 I. Call to Order

14 **Vice Chair of the Mont Vernon School Board, Mr. Pete Eckhoff, called the Meeting to**  
15 **order at 6:00PM.**

16 II. Public Comment I of II

17 No public comment.

18 Mr. Eckhoff noted that they are holding their meeting tonight in the MVVS Library.

19 III. Consent Agenda

20 Mr. Eckhoff asked for questions on the Consent Agenda.

21 Mr. O'Keefe asked about the Principal's Report and what they are doing for transitioning  
22 students to the Amherst Middle School.

23 Dr. Kim Sarfde, MVVS Principal, replied that AMS Principal, Dr. Bethany Bernasconi, is  
24 spearheading that and they are participating in different activities. The middle school is lucky  
25 that they have past MVVS Principal Mr. John Schuttinger. He is mindful of making the  
26 transition as smooth as possible.

27 Mr. O'Keefe asked about the attendance of the after-school enrichment programs.

28 Principal Sarfde replied that the participation has been great. They did cap the numbers, at 26  
29 for two teachers.

30 Mr. O'Keefe asked about the School Psychologist. What have they done to reach out to the  
31 remote students.

32 Principal Sarfde replied their School Psychologist, Ms. Lauren Richie, works with them a couple  
33 of days a week. In terms of the remote students, that really falls on Ms. Ashley O’Keefe who is  
34 their School Counselor. She has been really great in terms of reaching out to remote families and  
35 offering services. They have a lot of kids that are experiencing different challenges because they  
36 are feeling a little bit isolated. She is offering regular services for students that need it and  
37 certainly they are available to all students, remote or in-person.

38 Mr. O’Keefe asked if it was possible to reach out to check in on the remote students and their  
39 families so that they feel included.

40 Principal Sarfde replied, yes, absolutely.

41 Mr. O’Keefe asked if she can give the board an update on that.

42 Principal Sarfde replied, yes.

43 Mr. Eckhoff asked for questions on the Consent Agenda.

44 Mr. O’Keefe noted that he is all set with what has been presented in the consent agenda.

45 Mr. Eckhoff asked about the Facilities Report.

46 Mr. Steel replied that Mr. Preston is working on an HVAC problem in the MPR as we speak. A  
47 couple of things that Mr. Preston called out are the bladder repair in the water tank. Everything  
48 else were items that the board members had mentioned around the building. The report links to  
49 other reports, such as the HVAC. He will be happy to answer any questions.

50 Mr. O’Keefe asked if the sludge was iron in the photos.

51 Mr. Steel replied, yes.

52 Mr. O’Keefe noted that Principal Sarfde has an incredible story about the Read Across America  
53 Program.

54 The Board thanked Principal Sarfde.

55 **Mr. O’Keefe motioned to approve the Consent Agenda items 1. Draft Minutes April 08th,**  
56 **2021, 2. May 2021 Principal’s Report, 3. Unanticipated Revenue \$410, 4. MVSD Projected**  
57 **Fund Balance 03/21, 5. FY21 Cap. Reserve Trust Funds 03/21, 6. Jan. 2021 Treasurer’s**  
58 **Report, 7. MVSD April 2021 Facilities Report, 8. MVSD General Assurances 2021, and 9.**  
59 **MVSD Policy Rescission Memo. Ms. Hinckley seconded the motion. The vote was**  
60 **unanimous, motion passed. (3-0)**

61 IV. Unassigned Fund Balance Project Approval

62 SAU #39 Business Administrator, Ms. Michele Croteau, remarked that there is an updated fund  
63 balance in the packet. The amount that is available for expenditure is about \$80k. You may recall  
64 that they were monitoring the balance and at that time they had to pull some funds aside for  
65 Special Education. She had a review with Student Services Director, Ms. Meg Beauchamp, and  
66 were able to release some funds. The revenue that is in excess of the budget is not available for

67 spending by the board prior to June 30<sup>th</sup>. That will go toward the fund balance at the end of the  
68 year. The Emergency Order money can shift as well. Right now, the projection is about \$9k that  
69 is being monitored.

70 Lastly, there is a projection for food service due to lower sales volume due to Covid. She did  
71 some research and because the loss is decreased revenues it is not an item for federal funding.

72 Mr. Eckhoff asked if the \$80k will stabilize.

73 Ms. Croteau replied that this does factor in the repair of the bladder, the underground storage  
74 tank and the new mower.

75 Mr. Eckhoff asked what happens to the dollars if they do not get spent.

76 Ms. Croteau replied that it goes to off set the tax rate.

77 Mr. Eckhoff inquired about the number from last year.

78 Ms. Croteau mentioned that the total on the side for the Emergency Order money was \$140k.

79 Mr. O'Keefe commented on the excess \$80k, what they are really talking about is \$20k. He  
80 noted that he is not comfortable spending and he would like to give it back.

81 He asked where is the deficit in the Food Service.

82 Mr. Eckhoff replied that it is in the grey box, four lines down.

83 Mr. O'Keefe inquired for clarification and the accounting.

84 Ms. Croteau explained that it is a federally funded program.

85 Mr. O'Keefe asked if it has nothing to do with the product. He asked if there was a thought to  
86 reduce hours.

87 Ms. Croteau replied that they had talked about reductions in hours and did not move forward for  
88 a few reasons.

89 Mr. O'Keefe asked about a surplus after the June 30<sup>th</sup> deadline.

90 Ms. Croteau explained that it is possible that they could have another \$12k or if they have  
91 additional Covid related expenditures it could be less.

92 Mr. O'Keefe asked about seeing additional funding.

93 Ms. Croteau replied that with the SR3 funds, the State has projected 2.3x's the SR2 money.  
94 There is a timeline and that is the first step, it may be a 60-day window.

95 Mr. O'Keefe asked when will the the \$101k be available.

96 Ms. Croteau replied that it will be available as soon as the State allocates it to them and accepts  
97 their reopening plan. The window of spending has not been clearly identified, possibly through  
98 2023.

99 Mr. O’Keefe added that it goes back to the HVAC project.

100 Ms. Croteau replied that it is a good question. She and Assistant Superintendent, Ms. Christine  
101 Landwehrle, have talked about reopening and future needs for supporting students. There may be  
102 a need for remote learning as well. These funds will be allotted to the school district they will be  
103 determining eligible expenses and what will be allocated for using these funds.

104 Mr. O’Keefe asked it for clarification.

105 Ms. Croteau explained that it is Covid related and how it responds and how it addresses Covid  
106 related issues. It will require additional conversation.

107 Ms. Landwehrle added that there is a requirement around using a certain percentage of the funds  
108 to support struggling students or students who need to accelerate their growth due to disrupted  
109 and/or remote learning. They need to make sure that they get their allocation, understand what  
110 the requirements are and make that determination as to what their greatest need is to reopen.  
111 They have been open but to continue to operate what is their greatest need.

112 Mr. O’Keefe asked if they will be getting a presentation in June or July. He is assuming that they  
113 will need additional staff to continue remote learning in the fall.

114 Mr. Steel replied, maybe, they start their reopening meetings soon.

115 The board thanked Ms. Croteau and Ms. Landwehrle.

116 V. Public Comment

117 Mr. Pete King, MVSD Moderator, asked if the warrant that they are voting on today is the same  
118 as the Public Hearing in January.

119 Mr. Steel replied, yes.

120 Mr. O’Keefe asked about the retirement of Ms. Charlotte Jameson and personnel changes.

121 Principal Sarfde replied that she will be leaving them soon and wish her the best of luck.

122 Mr. O’Keefe commented that transition was always eased by her warmth and they will wish her  
123 will.

124 Ms. Croteau remarked that \$50k went towards funding the warrant article for the Capital Reserve  
125 fund, \$180,503 was to reduce taxes and there was \$140k of Covid funding.

126 Mr. Eckhoff clarified that they gave back \$180k last year.

127 Ms. Croteau replied, yes.

128 Mr. Eckhoff asked for replacing Ms. Jameson.

129 Mr. Steel noted that she is officially retiring as of June 30<sup>th</sup>.

130 VI. Non-public Session

131 **Mr. O’Keefe motioned to enter into Non-Public Session RSA 91 A:3 II (a) and (c) at**  
132 **6:30PM. Ms. Hinckley seconded the motion. The vote was unanimous, motion passed.**

133 **Roll Call: Eckhoff- Yes, Hinckley- Yes and O’Keefe- Yes.**

134 Board Members present: Mr. O’Keefe, Ms. Hinckley and Mr. Eckhoff

135 Other persons present during Non-Public Session: Superintendent Steel, Assistant  
136 Superintendent Landwehrle, Business Administrator Ms. Michele Croteau and Business  
137 Administrator Elect, Ms. Facey.

138 Description of matters discussed, and final decisions made: Discussion of personnel issues

139 **Mr. O’Keefe motioned to exit the non-public session at 6:50PM. Ms. Hinckley seconded the**  
140 **motion. The vote was unanimous, motion passed.**

141 The meeting was adjourned at 6:50PM.

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