

Surry School Board Meeting

September 15, 2025

7:01 call to order

In Attendance: Kim, Frank, John, Melinda, Carroll, Becky, Jodie Holmquist, Christina Hammond, Marie St Onge; Not present: Tim

Minute-taker: Melinda Garland

Secretary's Report

- Vote on 9/5 special meeting minutes
- Frank made a motion to accept; John second; all in favor
- Table vote on Aug meeting minutes until next month

Treasurer's report

Frank made a motion to accept manifest of \$1,185.50; Carroll seconded; all in favor

Note: Have not yet received the town drawdown deposit yet

Budget status report

Jodie does two types of work for the SSB

- Ongoing: grants, budget status report, communication with Kim and Julie
- Cyclical: DRA reports, DOE reports; Some federal systems: SAM; MS-25, MS-24

Jodie shared an annual list of school forms & documents, and their corresponding timelines. She reviewed the budget status report, including conversation around the different lines that make up the tax rate. The board signed the DOE-25 & MS-24

Public Comment

Marie had a question on the budget status report; what are we paying Chesterfield for, which is special ed services for a student. She also asked about the cost of out of district placement on the budget, which is the cost of attendance for a student/s that have an out of district placement.

Old Business

Policy AE: Incorporation of Receiving District Policy/Procedures. Second reading and motion to adopt. This policy is recommended by the school board attorney due to our status as a sending district, meaning the district does not operate any schools. The purpose is to explicitly recognize, adopt, and incorporate into our district policy the policies and procedures of our receiving school districts related to parents/guardians and students. This policy includes, but is not limited to, the policies required by Ed 306.04: Minimum Standards for Public School Approval.

Policy JFABE: Foster Children. Second reading and motion to adopt. This is a required policy by law. Children in foster care can experience poorer educational outcomes as compared to children

in permanent homes. The policy underscores the rights of children in foster care under federal law and state law to receive the same educational services to meet their needs as do children in permanent homes. The policy states that the district shall coordinate with other districts, local child welfare agencies, and other agencies or programs providing services to students in foster care as needed. It includes a statement about the intention of the school board to remove barriers to the identification, enrollment, and retention in school of children who are in foster care.

Policy JICI: Weapons on School Property. Second reading and motion to adopt. This policy is required as part of the General Assurances for Participation in Federal Programs. The policy defines weapons, underscores that the school board believes that schools need to be safe places for students to learn, and provides notice that possession of a weapon on school property or at a school function or on school buses could result in discipline, up to and including expulsion.

Motion to approve all three policies at the same time. Frank seconded; all in favor

Motion to approve policies AE, JFABE, JICI as previously read; John seconded; all in favor

Surry/Keene Elementary Tuition Contract

The Surry School Board moved at the June 2025 school board meeting that the superintendent contact the SAU29 Superintendent regarding a request to investigate alternatives to the standard flat rate special education tuition for those students who receive only minimal services. The superintendent hand-delivered the request letter to the Keene superintendent on July 14th. As of September 4th, a meeting is being scheduled with the SAU29 Superintendent, Keene School Board Chair, and the CFO with the Surry Board Chair and superintendent to discuss.

Surry School Renovation Project.

Over the past several months, the superintendent and school board have been busy discussing the Surry School Building Needs Assessment Study contracted with Barker Architects. The school board noticed a meeting for September 2nd to review and discuss associated planning. The select board also noticed and attended this meeting. At the September 2nd meeting, the school board directed the superintendent to develop an RFP for a Surry School Construction and Renovation Project and send the request for proposals without delay. The purpose of new RFP is to acquire proposals from qualified contractors to design and complete a construction and renovation project for Surry School Building, based on the Surry School Building Needs Assessment Study. The project will address the building deficiencies and improvements noted in the study as well as a five hundred square foot addition for special education, related functions, and administrative space.

The school board desires to bring the proposed project to vote at the Annual District Meeting held in March 2026.

The attorney agreed that an RFP is not required to continue with Barker Architects.

Marie asked about the construction manager cost, and also does not understand why the school board would be repairing the building rather than SVCS. Frank explained that we initiated a building assessment (not SVCS) and that the construction manager would only be putting in a bid at this

point. Marie asked why we aren't asking other towns to contribute. Becky suggested that when there are savings realized, we should charge SVCS rent. Marie noted that SVCS website from 2021 says that they were considering moving.

Kim noted that SVCS did expand and opened up a grade 5-8 program in Keene. We have a 10-year lease with them. As the landlords, the school board is responsible for all of the major systems (structure, electrical, roof, HVAC, plumbing, etc). SVCS is responsible for day-to-day maintenance.

Marie asked if we have gone to homeland security for a grant. Kim went to a seminar today about a new grant that may be available from homeland security, as well as looked at NH Bond and FDA/Dept of Agriculture for funding, and state and federal grants. A discussion continued about some of the more specific building issues. Marie asked why the school board didn't prioritize these repairs sooner. John noted that things continue to crop up, and Frank said that it is not cost effective to fix things one at a time.

Kim said if this is going to be a public building owned by Surry, we need to do some work to bring it up to code. Bruce: The numbers that the architect presented uses heating and other expenses to balance the cost, with the cost benefit however Bruce questions the validity of it given our relationship with SVCS. Kim said we had the same question with him; they will revise it once we have a construction manager estimate. Bruce noted the pay as you go cost is 1.79m. The bond is 1.9m with interest, which includes soft costs (eliminating any calculations around cost savings).

Bruce notes that he values flexibility. He does not like the idea of locking in for 10 years with a bond because of the times that we are in, so that we have flexibility if things change.

Marie expressed concerns about safety and cleanliness at the school, which are SVCS responsibilities, which includes two sheds that are unlocked.

Christina had concerns about SVCS leaving; appreciated that we let her know that the building could be used for other things, or be sold later, but many of the repairs would be needed regardless.

Kim is currently finalizing the RFP for the construction manager. Says that the project will be based on the needs assessment, as well as a 500 sq ft addition for special ed and administrative space. Melinda and John feel that the addition should be removed and can be something that SVCS adds on later. Kim will be requesting they remove the addition from the plan per the board's request.

Melinda feels we should wait a year; John feels we should try to push it through this year. Carol would like to push it through this year. Frank would like to move forward this year. Melinda asked if we should consider the 4 phase project. The estimate is over \$3.50 per thousand, and so the bond would offer a lower cost per year.

- Frank motioned to eliminate the addition from RFP. John seconded. All in favor.
- Melinda made motion for Kim to sign engagement letter with bond counsel, which will cost approx. \$5-7k to vet and assist with the bond and help write the warrant article, and to roll the cost into the bond. Additionally, that Kim work with Legal to finalize and send out RFP for Construction Manager. Frank seconded; all in favor

New Business

Notice: Family Education Rights and Privacy Act. The Family Educational Rights and Privacy Act (FERPA) outlines the rights of parents and students who are 18 years of age or older with respect to the student's education records. The notification outlines the types of directory information and other permissible information, which may be disclosed without prior consent. In addition, the document provides parents and students who are 18 years of age or older with the procedure to notify the district in case they do not want to disclose any or all types of directory information. A link to this document should be publicized on the district website. This should be placed in the policy manual for reference under other important documents.

We will table additional discussion until next month; Kim will look at Keene School District's FERPA policy.

Notice: Protection of Pupil Rights Amendment. The Protection of Pupil Rights Amendment (PPRA) outlines the rights of parents of elementary and secondary students regarding the conduct of surveys, collection and use of information for marketing purposes, and certain physical exams under federal law. A link to this document should be publicized on the district website. This should be placed in the policy manual for reference under other important documents.

We will table additional discussion until next month

Policy IHBA: Programs for Students with Disabilities. First Reading. The purpose of this policy is to explicitly state the responsibility of the school board to provide a free and appropriate public education and necessary related services to all children with disabilities residing within the district, required under the Individuals with Disabilities Education Act (IDEA), Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, and New Hampshire Law.

Notice of Procedural Safeguards under Section 504. This notice states that the Surry School District does not discriminate on the basis of disability in their programs and activities and, as the parent or guardian, you are entitled to receive procedural safeguards in relation to your child. The district is obligated to provide a free, appropriate public education to each child eligible under these laws.

Special Education Procedural Safeguards Handbook. The Special Education Procedural Safeguards Handbook developed and updated by the NH Education Department is 62 pages in length. The handbook covers general information, confidentiality, due process complaint procedures, appeals, discipline, and unilateral placements. The handbook may be reviewed on the NHED website.

Policy BEDG: Minutes. Revision. As of August 2025, a new provision in the Right to Know law requires that meeting minutes also include the "start time and end time of the meeting, and name of the person who produced the minutes." The revision brings our policy into compliance with the RSA.

Carroll moves that we accept the revision, Melinda seconded, all in favor

Public comment: none

Non-Public session RSA 91-A:3

- Frank motion to move into non-public at 9:16pm; Carroll seconded; all in favor
- Special education updates related to specific students
- Frank motion to move out of non-public at 9:30pm; Melinda seconded; all in favor

Additional discussion on building: Melinda noted that we need to consider the cost of utilities – if the building was vacant, the town would need to cover the heat, electric, maintain, etc. Discussion around whether we could lower the price in some way. Kim asked if we should ask Barker to lower to cost and get close to the essentials.

- Barker has recommended construction managers – larger companies may come in higher but can meet the timeline; smaller companies may come in lower, but may take more time to complete. RFP responses would go to both us and Barker.

Adjournment: 9:55pm