

Minutes – Draft

Present: Board Chair Robert Weir, Kimberly Koprowski, Owen Clark, Luther Kinney, Meghan Hamilton, Interim Superintendent Tari Thomas, Business Manager Toni Butterfield, Director of Student Services Jennifer Watson

CALL TO ORDER

Chairman Weir called the meeting to order at 12:02pm.

The meeting is being held in accordance to the Governor's emergency executive order #12. See attachment at end of minutes.

PUBLIC INPUT

None

APPROVAL OF THE FEBRUARY 2, 2021 MEETING MINUTES

MOTION BY OWEN CLARK, SECONDED BY KIMBERLY KOPROWSKI TO APPROVE THE JANUARY 5, 2021 MEETING MINUTES AS WRITTEN. Following a roll call vote all favor, motion approved.

FINANCIAL REPORT

A. General Information

Business Manager Butterfield shared the Surplus Deficit Report with the board. A lot of the revenue from grants does not come in until closer to the end of the year once the grant money has been expended. We did receive a return of surplus payment from HealthTrust for FY20 which was not anticipated revenues for this year. Working on possibly changing the report to show more transparency. Feels that the SAU finances are in good shape.

Audit discussion – Interim Superintendent Thomas would like to have an independent review of our practices to help streamline processes. This would be paid using indirect costs money the SAU receives from grants so there would not be a cost to the districts to have the audit done. Barrett Christine of NHSBA recommended Plodzik & Sanderson, which is a company that the SAU has worked with before. They would come and present their results of their to the board. Interim Superintendent Thomas recommended to have the SAU and Lisbon audited because Lisbon is a K-12. This would help keep cost down and would be able to use the recommendations in the other districts. The cost would be @\$20,000 for the two. If all Districts were done it would be @\$70,000. Discussion followed.

MOTION BY LUTHER KINNEY, SECONDED BY OWEN CLARK TO APPROVE HAVING AN AUDIT DONE BY PLODZIK & SANDERSON OF THE SAU AND THE LISBON SCHOOL DISTRICT. Following a roll call vote, all in favor, motion passed.

Business Manager Butterfield shared that the bus company would like to have two students share the seats on a bus. Lisbon has already approved this at their last board meeting. The bus company is turning people away with just one student per seat. Toni is inquiring if the other boards would consider this at their individual board meetings. It was the consensus that the other district school boards would approve this.

SUPERINTENDENT REPORT

A. May Full Board Postponement

All the school district annual meetings will not have been held before the May full board meeting date. The board meeting needs to be moved to either later in June or July. Options to consider are June 16th, July 14th or July 21st. A brief discussion followed.

MOTION BY OWEN CLARK, SECONDED BY LUTHER KINNEY TO POSTPONE THE MAY FULL BOARD MEETING TO JUNE 16, 2021. Following a roll call vote, all in favor, motion passed.

There was a discussion regarding holding the meeting in person or having a virtual meeting. It was decided to have the meeting held at Profile with a virtual option.

B. Board Member Emails

Interim Superintendent Thomas shared information regarding a recommendation to have separate District/SAU emails for board members and how it relates to the Right to Know Law. Email correspondence is considered to be part of the school record as a transaction of public business even when using a private email address. Profile already has made the decision to have separate emails and will be moving over to using school emails soon. Lisbon tried to do this and they have not had a good experience.

Interim Superintendent Thomas asked to move up the discussion on the System of Care grant.

Director of Student Services Jennifer Watson discussed the system of Care grant that the SAU has received. It is a million dollar, four year grant through 2024. The grant is providing resources to dive into SEL (social emotional learning) components for students and it covers birth through age 21 and will extend to their families. There are professional development activities scheduled for this summer for staff. Only four schools have received this grant opportunity in the state. A discussion followed.

There are two job descriptions that need to be approved for management of the grant. The system of care coordinator position which will be filled by Director of Student Services Jennifer Watson and will end at the completion of the four year grant. The system of care project assistant position is currently an open position and has been posted. At the end of the grant would like to assess the need to keep the position to be able to continue the work.

C. System of Care Coordinator/Manager Job Description 1st Reading

MOTION BY KIMBERLY KOPROWSKI, SECONDED BY OWEN CLARK TO APPROVE THE SYSTEM OF CARE COORDINATOR/MANAGER AND THE SYSTEM OF CARE PROJECT ASSISTANT JOB DESCRIPTIONS FOR 1ST READINGS. Following a roll call vote, all in favor, motion passed.

D. System of Care Project Assistant Job Description 1st Reading Approved under section C.

E. General Information

Interim Superintendent Thomas gave an update on the new travel guidance released by the state. The Stronger Together Plan has been updated to reflect the changes. Not all the schools have chosen to follow the guidance. Bethlehem & Lafayette will still be requiring 10 days quarantine for travel outside of the New England area.

The Governor issued an Emergency Order last week mandating having school in session 5 days a week with a remote option available. SAU 35 is already doing this.

NONPUBLIC SESSION AS PER RSA 91A:3, I, II (If Needed)

MOTION BY OWEN CLARK, SECONDED BY LUTHER KINNEY TO ENTER INTO NONPUBLIC SESSION AT 1PM. Following a roll call vote, all in favor, motion passed.

Personnel was discussed.

MOTION BY OWEN CLARK, SECONDED BY MEGHAN HAMILTON TO RETURN TO PUBLIC SESSION AT 1:14PM. Following a roll call vote, all in favor, motion passed.

OTHER BUSINESS

A. System of Care Grant

This was discussed during the Superintendent Report.

ADJOURNMENT

MOTION BY OWEN CLARK, SECONDED BY KIMBERLY KOPROWSKI TO ADJOURN THE MEETING AT 1:15PM. Following a roll call vote, all in favor, motion passed.

Respectfully submitted,

Gabrielle Granger-Clark
Board Clerk

A Checklist To Ensure Meetings Are Compliant With The Right-to-Know Law During The State Of Emergency

As Chair of the SAU 35 Executive Board, I find that due to the state of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are:

a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means:

We are utilizing Zoom for this electronic meeting. All members of the SAU 35 Executive Board have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through by clicking on the following website <https://us04web.zoom.us/j/77809860126?pwd=WVl2VnpQQnQwSIRBVVRWR2RtY0FCUT09>
Meeting ID: 778 0986 0126
Passcode: kZ0q5N

b) Providing public notice of the necessary information for accessing the meeting:

We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Zoom. Instructions have also been provided on the website of SAU 35 at: sau35.org and posted outside the SAU office.

c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access:

If you have problems with access, please email at: g.clark@sau35.org

d) Adjourning the meeting if the public is unable to access the meeting:

In the event the public is unable to access the meeting, the meeting will be adjourned and rescheduled.

Please note that **all votes** that are taken during this meeting shall be done by **roll call vote**.

Let's start the meeting by taking a roll call attendance. When each member states their presence, please also state whether there is anyone in the room with you during this meeting, which is required under the Right - to - Know law.