

SAU #35 EXECUTIVE BOARD
AHEAD CONFERENCE ROOM
260 COTTAGE STREET, 2ND FLR.
LITTLETON, NH 03561

DATE: NOVEMBER 3, 2015
TIME: 5:30 PM

MINUTES

PRESENT: Board Chairman Luther Kinney; Board Members Robert Adams, Christine Ash, Denys Draper; Chrissy Smith, Robert Weir; Superintendent Pierre Couture; Business Manager Tina Peabody.

Chairman Kinney called the meeting to order at 5:35 PM.

PUBLIC INPUT – None

MOTION BY DENYS DRAPER, SECONDED BY CHRISTINE ASH TO APPROVE THE MINUTES OF THE OCTOBER 6, 2015 MEETING AS WRITTEN. ALL IN FAVOR, MOTION CARRIED.

SUPERINTENDENT'S REPORT

Superintendent Couture reminded the Board that the SAU Budget Hearing will be held on Monday, November 9, 2015 at 5:30 PM in the AHEAD Conference Room.

Superintendent Couture advised the Board that the SAU Full Board December Meeting will be held on Wednesday, December 2, 2015 at 6:00 PM at Profile School.

Superintendent Couture advised the Board that the Next Gen Science Training will be held next week. There will be four sessions over a two day period located at Lafayette Regional School. Kerry Sheehan, Science Teacher at Profile School, will be facilitating these sessions. The SAU is very fortunate to have a faculty member of her expertise to assist us in this endeavor. It is anticipated that this training will be done four times throughout this school year.

Superintendent Couture advised the Board that CPI Training for restraint and seclusion is being offered to all buildings in the near future. We have two staff members in SAU 35 who are certified to train others in this venue which is fortunate as the cost to hire from the outside is very high. Jim Snyder of Profile and Brien Smith of Bethlehem are certified trainers. Individuals participating in this training need to be recertified each year.

Superintendent Couture advised the Board that 504 Refresher Training was held this past week facilitated by Matt Forrest, current Superintendent of Schools in Danville, VT. The administrators and 504 coordinators from each building participated in this training which was well received. Superintendent Couture further advised that he is looking into possibly holding Sau 504 meetings throughout the school year to allow dialogue and sharing of experiences and ideas among all participants.

Superintendent Couture advised the Board that all buildings have completed full evacuation drills. These drills often raise questions about policy and procedure and are a great learning experience. A brief discussion ensued.

Superintendent Couture advised the Board that performance assessments are being developed in conjunction with one of the goals for the current school year.

Superintendent Couture advised the Board that he will be in Concord tomorrow to attend a workshop pertaining to "Working with the NH Restraint and Seclusion Law and Conducting Legal and Effective Evaluations of Personnel Misconduct" which will be presented by School Attorneys. The purpose of this workshop is to provide system leaders with the opportunity to develop common understandings of what

actions are and are not considered “restraints” and to develop a full understanding of required elements of a legal and effective investigation of a personnel complaint; and additionally to understand the relationship between a school and a police investigation.

SAU 35 PROPOSED 2016-2017 BUDGET DISCUSSION

Business Manger Peabody distributed packets to the Board containing the revised Budget Summary reflecting the correct GMR’s (gross maximum rates) for health insurance. The proposed budget includes a 2% salary increase for SAU Office staff and a 1.75% increase for pass through personnel. The packet also contains Business Manager Peabody’s notes from prior budget discussions outlining the changes made; the pie chart showing the district shares for the 2016-2017 school year; information on Superintendent Salary Comparisons/ and a Budget Report with Detail. The question was raised as to why Bethlehem’s share has such a significant increase (9.73%). Ms. Peabody advised that the Bethlehem’s evaluations have increased significantly.

Chairman Kinney raised the issue of the Superintendent’s salary. Superintendent Couture is currently in his third year with SAU 35. The Board members indicated that all districts are pleased with his performance to date. Chairman Kinney has done some research with the assistance of the SAU into superintendent salaries in the North Country and other districts of comparable size. Chairman Kinney reiterated that Superintendent Couture’s salary is among the lowest and he is recommending that the SAU begin to increase the salary to be competitive with others. It was noted that a 5% increase would bring the superintendent’s salary to \$99,271.00 which is still significantly lower than comparable area salaries but would be a move in the right direction. Following a brief discussion, MOTION BY DENYS DRAPER, SECONDED BY ROBERT WEIR TO APPROVE A TOTAL SALARY INCREASE FOR THE 2016-2017 SCHOOL YEAR OF 5% FOR THE SUPERINTENDENT POSITION. ALL IN FAVOR, MOTION CARRIED. This will amend the proposed budget presented this evening by an additional 3% in this category. Business Manager Peabody will make the adjustments and forward an amended proposed budget for 2016-2017 to the Board.

MOTION BY ROBERT WEIR, SECONDED BY CHRISTINE ASH TO APPVOED THE PROPOSED BUDGET FOR THE 2016-2017 SCHOOL YEAR AS AMENDED. ALL IN FAVOR, MOTION CARRIED.

FINANCIAL REPORT

Manifests were circulated for Board review and approval.

Business Manager Peabody advised the Board that the motion to approve the copier lease approved at last month’s meeting needs to be amended. As the SAU cannot enter into a lease, the copier will actually be leased by the Profile School District and the motion needed to include a Certificate of Vote along with the authorization for the Superintendent to sign this certificate. Following a brief discussion, MOTION BY ROBERT ADAMS, SECONDED BY DENISE DRAPER TO AMEND THE APPROVAL OF THE COPIER LEASE AND INCLUDE THE CERTIFICATE OF VOTE AS SHOWN BELOW AND AUTHORIZE THE SUPERINTENDENT TO SIGN SAID CERTIFICATED ON BEHALF OF THE SAU.

CERTIFICATE OF SUPERINTENDENT School Administrative Unit #35

*I, **Pierre Couture**, Superintendent of **School Administrative Unit #35** (“SAU #35”), hereby certify that the Board of SAU #35, at a meeting of said Board duly called and held on November 3, 2015, duly adopted the following vote:*

*Voted: That under and pursuant to the provisions of the law of the State of New Hampshire, **School Administrative Unit #35** (“SAU #35”) agrees, subject to annual appropriations being made therefore, to pay to **Profile School District** (the “Issuing School District”), for equipment described at Exhibit A attached hereto, the amounts described at Exhibit B attached hereto, to*

*help the Issuing District pay a portion of a tax-exempt lease-purchase between the Issuing District and M.S.T. Government Leasing, LLC, dated **August 2, 2015.***

This vote was duly adopted by the Board of SAU #35, has not been modified in any respect since the date of adoption, and remains in full force and effect on the date hereof.

I further certify that no litigation is threatened or pending affecting the validity of said vote; contesting the corporate existence of SAU #35 or its authority to enter into or perform this agreement; or contesting the title to office of any member or officer of the SAU #35 or its Board.

DATED: _____

By: _____

Name: *Pierre Couture, Superintendent*

ALL IN FAVOR, MOTION CARRIED.

Business Manger Peabody advised the Board that

Business Manager Peabody requested Board approval to change the terms of the 403B accounts to allow participants to borrow against these retirement accounts and/or seek a hardship request. 403B Accounts are individual retirement accounts paid into by employees and for whatever reason when they were set up borrowing and/or hardship requests were not included. Following a brief discussion, MOTION BY CHRISTINE ASH, SECONDED BY DENYS DRAPER TO APPROVE THE AGREEMENT TO CHANGE THE TERMS OF THE 403B ACCOUNTS AS PRESENTED AND TO AUTHORIZE THE CHAIRMAN OF THE BOARD TO SIGN A NEW AGREEMENT. ALL IN FAVOR, MOTION CARRIED.

There being no further business to come before the Board, MOTION BY DENYS DRAPER, SECONDED BY CHRISTINE ASH TO ADJOURN AT 6:18 PM. ALL IN FAVOR, MOTION CARRIED.

Respectfully submitted,

Marjorie Brown
Board Clerk