

MEETING MINUTES

I. Call to Order

The meeting was called to order at 6:00 PM by Superintendent Couture.

II. Roll Call

The roll call was taken and the following board members were in attendance:

Bethlehem Board Members: Robert Weir, Amy Snow, Monique Alexander, Timothy Fluery

Lafayette Board Members: Luther Kinney, Christi Gignac, Denys Draper, Chris Thayer

Landaff Board Members: Cecily Yarosh, Meghan Hamilton

Lisbon School Board Members: Owen Clark, Robert Adams, Michael King, Scott Peterson, Stephen Sherry, Lori Williams, Amber Wright

Profile School Board Members: Kimberly Koprowski, John Devlin, Richard Larcom

Superintendent Pierre Couture and Business Manager Kristin Franklin

III. Re - Organization of the Board

Superintendent Couture called for a nomination for board chair. Christie Gignac nominated Luther Kinney. There were no other nominations. Board Vote: 18 yes/1 no

Superintendent Couture turned the meeting over to Chairman Luther Kinney.

Chairman Kinney called for a nomination for Vice Chair. Robert Weir volunteered to be Vice Chair. Board vote: All in favor.

IV. Introduction of New Board Members

The new board members attending the meeting introduced themselves.

V. Approval of the Minutes of the December 5, 2018 Meeting

Chairman Kinney called for a motion to approve the minutes from the December 5, 2018 meeting.

MOTION BY CHRISTIE GIGNAC, SECONDED BY OWEN CLARK TO APPROVE THE MINUTES FROM THE DECEMBER 5, 2018 MEETING WITH THE FOLLOWING CORRECTIONS. ALL IN FAVOR
MOTION CARRIED

Page 1, I. Call to Order, ...'Profile Board Member...' change to '...Profile Board Members...'

Page 1, IV. SAU #35 Proposed 209-2020 change to 2019-2020

Page 2, VI. Superintendent's Report, third paragraph, second sentence, 'environments by connection...' change to '....environments by connecting....'

VI. Approval for the Executive Board to act on behalf of SAU #35 School Board Members Until the next semi-annual SAU #35 Full Board Meeting

Chairman Kinney called for a motion to empower the Executive Board to act on behalf of the SAU 35 School Board Members until the next semi-annual meeting in December.

MOTION BY DENYS DRAPER, SECONDED BY OWEN CLARK TO AUTHORIZE AND EMPOWER THE EXECUTIVE BOARD OF THE SAU TO ACT ON BEHALF OF THE FULL BOARD UNTIL THE NEXT SEMI-ANNUAL MEETING IN DECEMBER. ALL IN FAVOR, MOTION CARRIED.

VII. Financial Report

Business Manager Franklin presented a contract for a new E-Rate provider. There have been issues with communication with the current e-rate provider and there was concern that deadlines were not going to be met which would mean the Districts would lose out on thousands of dollars.

The new company is e2e and their services will provide a team of three staff to provide services to the SAU. The cost for the first year will be \$1,250 for category 1 services and \$2,500.00 for category 2 services.

Business Manager Franklin has requested a reimbursement of the money paid to the previous provider who has indicated that they will reimburse the money paid. A brief discussion followed.

Business Manager Franklin asked for a motion to approve the new contract for e2e e-rate consultant.

MOTION BY OWEN CLARK, SECONDED BY DENYS DRAPER TO APPROVE THE NEW CONTRACT FOR E2E E-RATE CONSULTANT. ALL IN FAVOR, MOTION CARRIED.

Business Manager Franklin presented a contract for a timekeeping system from Frontline Veritime. The new system will be used SAUwide and will integrate with the current software used for payroll to provide a more streamlined process. It includes a module for absent tracking and substitute calling that each District will decide whether or not they are going to use the modules. The upfront cost for the system and setup will be paid for from the surplus in the SAU budget for this year. Each District will be responsible for the yearly costs which are based on the number of employees. A discussion followed.

Business Manager Franklin asked for a motion to approve the contract for the new timekeeping system.

MOTION BY OWEN CLARK, SECONDED BY STEPHEN SHERRY TO APPROVE THE CONTRACT WITH FRONTLINE FOR THE TIMEKEEPING SYSTEM. 18 YES/1 NO. MOTION CARRIED.

Business Manager Franklin distributed the financial report for Board information and review. The current year-end unassigned fund balance is \$38,899.00.

Included in the handout was information regarding the School's Out program. The program provides lunch and/or breakfast Monday thru Friday during the summer at select locations for children aged 0 to 18 and there is no cost to participate. Locations near our schools are in Littleton, Whitefield and Groveton.

Business Manager Franklin provided an update regarding Senate Bill 82 which is the breakfast bill. This bill would pay 30 cents per student who qualify for reduced breakfast so that breakfast would be free. More support is needed for the bill.

Business Manager Franklin provided information regarding additional IDEA grant money that is available for District and must be spent by September.

VIII. SAU Staff Nominations / Appointments / Resignation, 2019 – 2020

Superintendent Couture presented a letter of resignation from Speech Assistant Evelyn Blakslee to retire at the end of the school year.

MOTION BY DENYS DRAPER, SECONDED BY KIMBERLY KOPROWSKI TO ACCEPT THE RESIGNATION OF EVELYN BLAKSLEE WITH REGRET. ALL IN FAVOR, MOTION CARRIED.

Superintendent Couture presented the list of SAU staff for appointment/nomination for the 2019-2020 school year.

MOTION BY RICHARD LARCOM, SECONDED BY OWEN CLARK TO APPROVE THE APPOINTMENT/NOMINATION LIST OF THE SAU STAFF AS PRESENTED FOR THE 2019-2020 SCHOOL YEAR. ALL IN FAVOR, MOTION CARRIED.

IX. Superintendent's Report

a. Year End Summary

Superintendent Couture distributed a copy of his yearend summary for Board information and review.

Superintendent Couture reviewed the SAU goals for this school year providing an update on what has been done towards meeting each goal.

Goal 1: Develop supports to create safe learning environments by connecting schools, families and community resources. Professional development during the school year was geared towards this goal including a presentation by Lynn Lyons on anxiety, the Scarlett Lewis Chose Love presentation and a presentation by Dr. Cassie Yackley on understanding what our children are experiencing when living in homes where trauma is present. Work with Ammonoosuc Community Health Services is its second year of providing counseling services at each school with approximately 60 students currently receiving counseling services. The Special Education Consultant position has been expanded to a fulltime Director of Student Services position which will start July 1st.

Goal 2: Continue competency and assessment collaboration within the SAU. The SAU was involved in the PACE (Performance Assessment of Competency Education) for two years but left due to paperwork constraints involved with the program. The knowledge gained from the project and the performance assessments are being used. Teachers met in the fall to create a common assessment to use and met in May to discuss the assessments.

Goal 3: To restructure the SAU business office to accurately complete tasks in a timely, transparent fashion. To implement a system of accounting practices in the SAU Office as well as in the schools in order to maintain internal controls and compliance with accounting standards and the NH RSA's while providing effective support to the school districts. Professional development will be provided to all business office staff in order to support this goal. Business Manager Kristin Franklin has done much work to improve the accounting practices through professional development and training. Communication has been improved between the schools and the business office. Work has been done to become compliant with the new GASB 84 accounting standards and the recommendations of the auditors. Superintendent Couture praised the SAU staff for all the work that has been done so far towards meeting this goal and for providing outstanding service to the schools and the school boards.

Superintendent Couture gave an update on school funding and adequacy aid in the legislature.

X. NON-PUBLIC SESSION PER RSA 91:3A I, II (if needed)

None

XI. Other Business

None

XII. Adjournment

There being no further business to come before the Board, MOTION BY DENYS DRAPER, SECONDED BY CHRISTIE GIGNAC TO ADJOURN AT 7:00 PM. ALL IN FAVOR, MOTION CARRIED.

Respectfully submitted,

Gabrielle Granger-Clark
Board Clerk