

SCHOOL ADMINISTRATIVE UNIT 50
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The SAU 50 School Board met on Wednesday, May 23, 2018, at 6:30 p.m. at Maude H. Trefethen School in New Castle, NH.

School Board Members Present: Jeanne Moynahan (Chair), John Balboni, Randy Bunnell, Maria Emory, Patrick Walsh, Randall Lynch, Richard Spaulding, Mark Joyce, Jack O'Reilly, Chris Russo, Debra Crapo, and Paula Tsetsilas

School Board Members Not Present: Scott Marion, Margaret Honda, Daphne Schwab, and Alyson Baryames

Administrators: Salvatore Petralia – Superintendent
Kelli Killen – Assistant Superintendent
Amy R. Ransom – Assistant Business Administrator
Sarah Reinhardt – Special Education Director

Staff: Tracy Dumais, Secretary to the Superintendent

Visitors: None

Call to Order

Ms. Moynahan called the meeting to order at 6:42 p.m.

Assistant Business Administrator's Report

Ms. Ransom provided the financial reports for the current fiscal year 2017-2018. It was noted that the anticipated fund balance is \$21,482.98 or 1.53% of the general operating budget.

SAU 50 Technology Audit

The SAU recently entered into a contract with Remove the Mystery (RTM) to conduct the SAU's technology audit. The cost of the audit will be \$6,127.50 and will need to be paid in full prior to the start of the audit. Ms. Ransom recommended that the payment be made using this year's fund balance and use the money budgeted for FY 2019 to make any necessary technology repairs or upgrades.

Several Board members asked what was included in this cost. Ms. Ransom provided a brief overview of the audit process and assessment. After a brief discussion, the Board approved the contract with RTM and Ms. Ransom's recommendation.

On a motion by Dr. Joyce, seconded by Mr. Walsh, the Board moved to approve the company, RTM, to conduct the technology assessment for SAU 50 and also approved the cost of the audit of \$6,127.50, which will be paid through this year's fund balance. Vote: Unanimous

Auditing Firm

Ms. Ransom also made a recommendation to the Board to hire Plodzik & Sanderson, P.A. as the SAU's new auditing firm. It was noted that the SAU had been using Bernard, Johnson, Hagan, and Couto & Co. for over ten years and all of the audits have been returned with no findings, which Ms. Ransom pointed out was unheard of. Ms. Ransom informed the Board that next year's audit will most likely have several findings that have been overlooked in the past, but will be helpful with updating are processes.

On a motion by Dr. Joyce, seconded by Mr. Lynch, the Board approved the hiring of Plodzik & Sanderson, P.A. as the new auditing firm for SAU 50. Vote: Unanimous

SAU 50 Fund Balance

As reported during the March 28th SAU 50 Joint Board meeting, the SAU 50 fund balance was recently returned to the four district schools and have been deposited. Ms. Ransom reminded the Board that these funds are considered an unanticipated revenue and cannot be spent as part of the fund balance. It was noted that the money can be placed into retainage or be used to fund a warrant article.

SAU 50 Copier & Scholarship Accounts

Ms. Ransom informed the Board that there are two existing accounts that require board action. One account is the copier account and the other is the tuition/scholarship account. Ms. Ransom confirmed that the copiers have been purchased, the vendor has been paid, and recommended that the account be closed.

Ms. Ransom also recommended that the tuition/scholarship fund no longer receive donations and be closed as well. She stated that the SAU should not hold trust funds, and if the Board wanted to give out scholarships until the balance is depleted, then the funds should be transferred to one of the SAU's Trustees of the Trust funds.

Dr. Joyce asked if any tax payer money was included in the scholarship account. Ms. Moynahan noted that the account was only for staff and employees, which had been collecting for years. Ms. Moynahan shared that it was nice to have a scholarship to offer our students and that one senior was recently chosen to receive this year's scholarship. When asked how many students had applied for this year's scholarship, Ms. Moynahan reported that the total of applications received was 37. It was also stated that there is currently \$8,000 in the account. Currently, there is only one SAU employee contributing to the account. Ms. Ransom reminded the Board that the SAU cannot hold this account and needs to determine what to do with the funds. The auditors will need to be informed of the Board's decision about the account as well. Ms. Ransom noted that if the Board decided to keep the scholarship, then it will need to be held by the town trustee(s).

Ms. Tssetsilas suggested awarding two \$1,000 scholarships per year and allow the account to dissolve over a four-year period. Mr. Bunnell stated that it was good to have an SAU 50 scholarship, but agrees that it should be dissolved over a four-year period.

On a motion by Mr. Bunnell, seconded by Ms. Crapo, the Board moved to award two \$1,000 scholarships through the SAU 50 and allow the account to dissolve over a four-year period. Vote: 10-0-3

Mr. Walsh made a motion to continue the SAU 50 scholarship account and have the account held by the town trustees. Vote: 3-0-10

Previous motion carries.

On a motion by Ms. Crapo, seconded by Ms. Emory, the Board moved to close the SAU 50 copier savings account. Vote: Unanimous

Purchasing Cards

Ms. Ransom informed the Board that beginning with the new school year, each school will have one purchasing card (“p-card”) per building.

The Board members thanked Ms. Ransom for her report and financial updates.

SECRETARY’S REPORT

APPROVAL OF PUBLIC MINUTES

On a motion by Mr. O’Reilly, seconded by Mr. Russo, the Board approved the public minutes from the March 28, 2018 SAU 50 Joint Board meeting as amended. Vote: 12 in favor; Ms. Crapo abstained.

On a motion by Mr. O’Reilly, seconded by Dr. Joyce, the Board approved the non-public minutes from the March 28, 2018 SAU 50 Joint Board meeting as amended. Vote: 12 in favor; Ms. Crapo abstained.

COMMUNICATIONS

Mr. Petralia shared that Mark Zartarian submitted a letter of resignation as SAU 50 Treasurer, effective June 30, 2018. Mark has served the SAU 50 and the Rye School District with distinction for the past eighteen years. Mr. Petralia asked the Board to entertain a motion to accept Mr. Zartarian’s resignation with regret and to open a brief discussion for the selection of an interim treasurer.

Mr. Petralia suggested utilizing a treasurer from another district to cover the role for the SAU 50 Joint Board. Dr. Joyce suggested asking the Greenland Treasurer, Jerrian Hartmann, if she would be interested since, as a Greenland resident, she would be local to the SAU 50 office. The Board members agreed. After a brief discussion, it was decided that Mr. Walsh and Mr. Petralia would reach out to Ms. Hartmann about the SAU 50 Joint Board Treasurer position.

REPORTS

Superintendent’s Report

Mr. Petralia thanked Board members for attending Attorney Barbara Loughman’s School Board Orientation prior to the meeting.

Mr. Petralia announced that the Town of New Castle held their annual election on May 8th and introduced Daphne Schwab as the newest member of the New Castle School Board.

Mr. Petralia reported that building principals, coordinators, and central office staff have been very busy this spring preparing advertisements for open positions, reviewing applications, arranging interview committees, and scheduling interviews. The administrators have also begun to make recommendations and moving candidates forward for nomination at school board meetings. Mr.

Petralia acknowledged the hard work of our leadership team, our teachers, and support staff serving on interview committees.

The senior class rankings at Portsmouth High School were just announced and six (6) students out of the top ten (10) are former SAU 50 students and are featured in today's edition of the Portsmouth Herald.

Portsmouth High School's graduation ceremony is scheduled for Friday, June 8th, 5:30 PM at Portsmouth High School.

The Professional Learning Advisory Committee (PLAC) continues its review of the Plan for Effective Teaching and will make final recommendations to amend the Plan in accordance with its five-year review cycle. The final draft will be ready for review during the school board summer retreat planning sessions.

Mr. Petralia notified the Board members of a recent decision made by the New Hampshire State Board of Education in a case involving a Manifest Educational Hardship with the Town of Litchfield. In its decision, the State Board reversed the local school board decision and ruled in favor of the family. Additional information about the decision can be found on the May 23, 2018 folder on Google Drive.

The Board members thanked Mr. Petralia for his report.

Assistant Superintendent's Report

Ms. Killen provided the Board members with an update on curriculum, assessment, and instruction.

Ms. Killen also shared a proposal to establish SAU Curriculum Committees to design and implement a cycle for curriculum review. As noted in the proposal, the Curriculum Committee would follow a curriculum design cycle to review, revise, recommend, and monitor each curriculum area and also serve as a liaison to colleagues in each school. The administrative team has reviewed the proposal and is on board with the idea. Ms. Killen will continue to provide updates to the Board as this project develops.

The Board members thanked Ms. Killen for her report and for sharing the SAU Curriculum Committee proposal.

Special Education Director's Report

Ms. Reinhardt provided the Board members with an update on the preschool program. Currently, there are sixteen typical children enrolled in the program for the 2018-2019 school year. Of the sixteen children, eight are from Greenland, seven are from Rye, and one is from Newington. Four identified students will be returning to the program this fall and six students are currently in the referral process.

Mr. Petralia suggested to the Board members to consider tying in the School Use Feasibility Committee findings with regard to the preschool currently being hosted by Rye Elementary School. If the enrollment increases, then the SAU may be looking for additional preschool space.

Ms. Moynahan shared that she is pleased with how the program is working out in Rye. Ms. Moynahan inquired as to whether or not any news had been received regarding the federal grants.

Ms. Reinhardt stated that she has not heard anything as of yet, but was informed that the grants are currently under review.

Mr. Walsh asked if there are preschool students staying for the whole day. Ms. Reinhardt stated that all day preschool is not offered at this time because the entire preschool program would have to change. Mr. Walsh also asked if the SAU will to adjust the preschool fees once the grant amounts are determined. Ms. Emory agreed. Ms. Reinhardt informed the Board members that the SAU's preschool fees are on par with other preschool programs in the area, and that a change in the preschool fee may cause a drop or loss in enrollment totals.

Ms. Emory asked if the preschool staff were employees of the SAU. Ms. Reinhardt stated that the preschool staff is employed by the SAU, but are not part of the CBA. Mr. Walsh asked if the program will included in next year's budget. Ms. Reinhardt informed Mr. Walsh that it would be.

Ms. Tsetsilas shared that during a recent Portsmouth School Board meeting she attended, there was discussion of the Portsmouth School District offering public preschool and that they are currently working with consultants at this time.

The Board members thanked Ms. Reinhardt for her report and update on the preschool program.

NEW BUSINESS

Parent University

Ms. Tsetsilas provided the Board members with a status update of the Parent University she is currently developing with the assistance of Ms. Honda and Ms. Reinhardt. Ms. Tsetsilas stated that she would like to offer the Parent University program to the entire SAU 50 district and would like to have two sessions, with the first session offered in the fall of 2018. Current topics under consideration include goal setting, mental health awareness, discipline approaches, and hidden disabilities and empathy. Ms. Tsetsilas would like to offer the mental health awareness discussion at the fall program. She also suggested reaching out to the school's PTA/PTO groups to possibly help fund any fees that may be involved (such as fees for guest speakers, etc.), and to also help promote the program.

Mr. Lynch asked what other options were available for funding if the PTA/PTO was not interested in assisting with the program. Ms. Tsetsilas suggested looking into grant funding, such as the Clipper Grant and also see if there are any costs that can be covered through a special education grant.

Ms. Tsetsilas also expressed an interest in creating a Parent University logo and asked if there was any funding available to cover this cost. It was noted that the new logo design would cost approximately \$100. Ms. Moynahan noted that Ms. Ransom had stated that the Board could use some of the remaining fund balance to pay for this type of expense if the Board agrees to it.

On a motion by Ms. Crapo, seconded by Mr. Bunnell, the Board approved up to \$100 to be used to create a new logo for the Parent University. Vote: 11 in favor, Ms. Emory opposed, Mr. Walsh abstained.

Other

Mr. Bunnell suggested creating a Wage and Benefit/Compensation Committee at the SAU level. The Board members expressed an interest in this committee and will discuss further at the next SAU 50 Joint Board meeting in September.

Resignation of SAU 50 Treasurer

On a motion by Mr. O'Reilly, seconded by Mr. Walsh, with sadness and regret, the Board moved to accept the resignation of Mark Zartarian as the SAU 50 Joint Board Treasurer. Vote: Unanimous

UNFINISHED BUSINESS

Lister Academy/ AREA Agreement

Ms. Moynahan informed the Board members that Lister Academy agreement was brought up by a community member during the May 16th Rye School Board meeting. The community member was wondering why SAU 50 still has to pay for this expense if the SAU is not sending any students to the Academy.

Mr. Petralia suggested reviewing Attorney Loughman's legal opinion regarding the AREA agreement. Mr. Petralia will provide the Board members with a copy of the opinion, in addition to copies of the AREA agreement and any amendments.

Mr. Walsh expressed concerned that if the AREA agreement is open, it's like opening Pandora's Box. Mr. Bunnell agreed and noted that the agreement is over forty years old and should be revised. Mr. Walsh suggested scheduling another AREA Committee meeting with the SAU 50 Board chairs to further discuss the agreement.

Ms. Moynahan asked that Board members review the AREA agreement materials provided by Mr. Petralia and be prepared to discuss this matter during the September SAU 50 Joint Board meeting.

Other

Mr. Petralia shared that Mr. Katkin will be out of the office until June 18th. Mr. Petralia thanked everyone for helping out in his absence.

Mr. Petralia thanked the New Castle School Board, David Latchaw, Principal, and Melissa Thuet, Food Service Manager, for hosting this evening's meeting.

AGENDA PLANNING

- September 26, 2018, SAU 50 Joint Board Meeting at 6:30 p.m. at Newington Public School

ACTION ITEMS

- SAU 50 Treasurer Update;
- Wage & Benefit/Compensation Committee at SAU-level;
- AREA Agreement/Lister Academy Dialogue.

ADJOURNMENT

On a motion by Mr. O'Reilly, seconded by, Ms. Tsetsilas, the board adjourned at 8:35 p.m.

Respectfully Submitted,
Tracy Dumais



Secretary