

SCHOOL ADMINISTRATIVE UNIT #64
Milton School Board Meeting
Emma Ramsey Building
Wednesday, April 12, 2017

PUBLIC SESSION MEETING MINUTES

School Board Members in Attendance:

Douglas Shute- Chairperson, Stefanie Berry, Peg Hurd, Laura Noseworthy- Secretary
Excused Paul Steer, and Luella Snyder

SAU Representatives:

Earl Sussman- Superintendent of SAU #64, Nathan Castle- Financial Manager, Bob Adams- Facilities Director

Public in Attendance: Bob Carrier, Larry Brown, Emily Moore, David Barca JR, Rose Brannan, Zackary Isakson, Ashley Moulton

Public Hearing:

1. Called to Order/ Flag Salute:
 - a. Earl Called to Order at 6:31PM.
 - b. Zachary Isakson led the meeting with Pledge of Allegiance.
2. Public Comments/Visitors:
 - a. Public Comments- None.
3. Minutes of Prior Meeting:
 - a. 3/22/17 Public Meeting Minutes: Peg motioned to approve the minutes with corrections. Seconded by Stefanie. Vote 3/0/0 passed.
4. Superintendent Report:
 - a. Earl- All of the committees are working hard. The Asset Committee will be meeting again on the 19th. Doug will be joining Peg on the Asset Committee. Bob and Joe have looked at everything that can be used. Bob is working with Paul and Doug on the Facilities Committee. Nate and Bob have been working on the phone system. The Grant Committee is meeting on the 20th at the SAU. The Admin Team met today. We discussed SPED, Buildings and Grounds, Staffing and Students. Stefanie is the Policy Chairperson. We will be reviewing the school handbooks and making the changes we need to for July 1st. We need to reflect our SAU change. Admin and Nate will also meet with us. Nate can speak about the budget freeze. We are on course. We froze the budget last year around this time and it worked out.
5. Administration:
 - a. Financial Reports- Monthly Expense Report: Doug- We need to freeze the budget. How accurate is this report? Nate- It is about two weeks old. Doug- How much is left in the budget? Nate- The unencumbered amounts are \$112,000.93. We got our paperwork in from the State on the IDEA being approved. I worked with Anne today. In about ten minutes we found \$51,000 in reimbursable expenses. Earl said, "It's good we are being proactive." I don't anticipate any major issues but I don't want to test the water either. Doug- From the Board I need a motion to freeze the budget. Peg- I make a motion to freeze the budget. Seconded by Stefanie. Vote 3/0/0 passed. Peg- The \$51,000 from IDEA, is that all we are getting back? Nate- No, that is just from one day of looking. IDEA is budgeted right now for \$115,000. Stefanie- It says \$150,000 in our notes. Nate- We have been approved for \$150,000 but in the process so

far we have managed to come up with \$115,000. Stefanie- This is due to having to send the kids out? Nate- Yes, we had four. Stefanie- I just want to make sure this is clear to the public that it isn't something we can plan for. Nate- That was definitely the issue and we had no idea it was coming up until a few weeks ago. Doug- Will these individuals be in next year's budget too? Nate- I can't answer that it is an Anne question. Earl- But we have already added funds in there, if you recall. Melissa Jean and I have begun speaking about this. Additional focus is going to be placed on out of district placements. We are going to fully review all of the contractual obligations with SARET, SLC, and the Partner Program. It will be a six to eight-month process. We have to be cautious not to change too much at once because we want to ensure we are doing the best for the students. Nate did you cover graduation and field trip funds? Nate- I want to request that the budget freeze doesn't include graduation and field trips expenses. Doug- Lets show that the SPED Budget is over by \$376,000 that wasn't anticipated. Peg- Do you have the amount for field trips and graduation? Stefanie- I think graduation is around \$1000. Peg- I make a motion to freeze the budget with the exception of graduation and field trip expenses. Seconded by Stefanie. Vote 3/0/0 passed. Monthly Revenue Report: Doug- Does anyone have any questions? I find it odd that the revenue remaining is \$3,816,646.39. It is kind of confusing. Is it encumbered? Nate- We don't typically encumber revenue. Doug- That is what we have coming in or waiting for? Nate- Yes, it is guaranteed money. Half of that is the draw down from the Town. Earl- Commencement will be on June 16 at 7 PM. The last day of school, for students, will be on June 23rd which will be a half day. We are doing the State of Hampshire hours of instruction rather than days. Monthly Grant Overview: Doug- Anyone have any questions? Earl- We have received some information on a grant. The Climate Committee is exploring a \$50,000 competitive grant. The guidance counselors and administration are looking at it. It will not involve any time off task but it falls in and around the work the Climate Committee it doing in and around areas parents have expressed interest and are concerned with. It is due in April 21st. The Monthly Treasurer's Report for January 2017: Doug- Has everyone reviewed it? OK I will need a motion to accept it. Peg motioned to approve the Monthly Treasurer's Report for January 2017. Seconded by Stefanie. Vote 3/0/0 passed. The Monthly Cash Reconciliation: Doug- Does anyone have any questions? Board- None. Café Services Financial Statements through February 2017: Doug- Does anyone have any questions? Board- None. The Monthly Student Activities Statement Report through March 31, 2017. Doug- Does anyone have any questions? Board- None.

b. Phone System- Approval: Bob Adams- For the phone system for the SAU I looked into two methods. One would be to buy a phone system, install it, program it and the warranty. The other would be to have the phone system managed offsite. We would need to sign a multi-year contract for that. We wouldn't own any of the equipment. Any failure they would replace it or fix it. For both systems our primary phone numbers would be hosted on the internet. I think it is the better option to look at the managed offsite option first. That way there we aren't spending any capital money for a phone system. It doesn't cost us anymore. Should we be able to afford a phone system for MES or Nute or for the whole campus we could roll over what we are doing for the SAU in the future. Doug- Are any of these in the cloud? Bob- All three of the hosted offsite are. Doug- What is the advantage of that? Bob- The advantage of that is we don't own the system, any upgrades to the software are covered. They can do the upgrades after business hours. Typically, there is no additional cost other than the monthly cost. If you want to add a phone, in the future, it would be sent to us in two to three business days. It is programed offsite and is ready to go. We would just plug it into one of our ports. Doug- Will there be any charges for local or long distance calls? Bob- There would be no

additional charges as long as the calls are within the United States. Doug- Do you have a preference of who we should go with? Bob- Corporate Data & Voice Solutions. Doug- They are out of Salem? Bob- Yes. Peg- On Number two of the notes what does it mean fees are not included? Bob- Taxes are kind of fees that would come up, Federal Government and/or State. Stefanie- Did you look at reviews? Bob- I did reference checks. I have worked with all of the vendors in one form or another. Doug- Do you need a decision from us tonight Bob? Nate- Normally this would have come through the Facilities Committee but we weren't able to have that meeting. This is something that really does need to be decided on. Doug- If we were to do a campus wide phone system is there quote for that? Bob- I would say if we were to do a campus wide phone system it is less expensive to have your own phone system. Stefanie motioned to use Corporate Data & Voice Solutions offsite option for the SAU phone system. Seconded by Peg. Vote 3/0/0 passed.

- c. Copiers: Nate- I need clarification. We need to purchase a new copier for the Nute Teachers' Lounge. I need a confirmation as to how to understand the policy. If we lease it and the bids come in under \$3,000 do we need to put it out for bid? Larry- The town uses best practice public benefit standards for the use of the State contract for program sources for fuels, for bids and contracts, and in the purchase of department supplies. These financial records are public access documents audited yearly that would be the standard. If the RSA says \$5,000. If you have a clear policy statement of \$3,000, then the recommendation for the item of purchase would have a boilerplate that situation is this, we have assessed these vendors, and for the public benefit value of the transaction are doing this to meet these time and use constraints. Stefanie- I think the question is if our line is \$3,000 that we would send it out to bid. If it is below \$3,000? Larry- TTMR. Doug- TTMR? Larry- Take the money and run. Peg- Does that answer your question Nate? Nate- That answers my question. Are you guys okay with that? Peg- Do we have the money? Nate- We will have the money in July. Doug- Don't we need a copier for the SAU also? Nate- Yes we do. Doug- So you are thinking it will most likely be the same company? Nate- Yes.

6. School Board Business:

- a. Budget Freeze: Doug- Sorry I mentioned this already. Nate- Melissa Coffey is asking to run a 5th session for the after school program because it was so popular. The other sessions have been @\$6,000. Stefanie- I think it is important. Doug- The 5th one wasn't planned. We only planned on 4. Stefanie motion to approve the 5th session of the MES after school program with a ceiling of \$6,000 or the past session amount if lesser. Seconded by Peg. Vote 3/0/0 passed.
- b. School Board Meeting Schedule: Doug- The decision we need to make about our schedule. Where we are separating from Wakefield we meet the 1st and 3rd Wednesdays of each Month instead of the 2nd and 4th ones. This is a tentative schedule and I will let Earl explain it. Earl- We would only meet once in July, August, October, November, December, January, February, April, May and June. We would meet twice in September with school just starting back up. We need to set times when we can discuss the school budget and Warrant Articles. Then we have our other committee meetings for Facilities and Grounds, and Policy. We can set a night that fits within your schedule to meet. This allows us to meet for the committees at a different time then before the School Board meeting, so we don't have to be rushed to get here at 5PM or 5:30PM. Doug- I will get the dates below reserved for here. I just need a motion to change our meeting weeks to the 1st and 3rd of the month starting July 1, 2017. Stefanie- Number one you are saying that you would like to move the meetings to the 1st and 3rd weeks of the month. Then you are saying one of those meetings will solely be for the

committees to meet. Earl- Right. Stefanie- So Policy and Facilities wouldn't meet every month? Earl- They could meet every month. We would have a designated night to meet. Stefanie- How would you get to both meetings? Earl- The committee doesn't need to meet on that night but they could. That is why I was saying it would be more nights for me. Doug- These dates above I need to legally set aside for us to meet. Stefanie- Can I ask why we are moving? Doug- We don't have to. I'm just asking. Stefanie- We can still do it that way without switching the weeks. Laura has a conflict with her schedule. Doug- Do you want to switch? Laura- If you are switching then I will be resigning at the end of this school year as I have a commitment to PTA who meets the 1st Wednesday of the month. Doug and Earl we don't need to switch. The scheduled it tabled for now.

- c. Domestic Partner Health Insurance Coverage: Peg motioned to approve and sign the Domestic Partner Coverage for the Insurance. Seconded by Stefanie. Vote 3/0/0 passed.
 - d. Senior Class Trip Approval: Emily Moore- I'm the senior class adviser at Nute. We would like to take 30 students to Connecticut for two nights the first week in June. We would like to go to the ocean one night and the next day go to a team building adventure park. It would be a Thursday, Friday, and Saturday trip. Doug- What is the age group? Emily- They are 17-18 years old. Stefanie- Are you fundraising? Emily- They have been fundraising for the last few years. They spent a good portion of their funds on prom. They have fundraised at the end of last year and this year for their trip. There will be an out of pocket expense for their trip really only because of having to take a coach bus. Stefanie- How many chaperones are going? Emily- Three. Peg- How many students? Stefanie- Thirty. Emily- Thirty the maximum. There might be a few that won't want to go. We have thirty-one seniors. Sarah Normand help me put the packet together. So we mirrored her 8th grade class field trip. Earl- You really did a nice job. You're even including homeschoolers too. Stefanie motioned to approve the senior class trip. Seconded by Peg. Vote 3/0/0 passed.
 - e. Milton Elementary School Sign: Stef- Little lamb? It needs to be a little ram or baby ram. Peg motioned for Milton Signs by Tom Drew to replace the MES sign. Work not to be started until after July 1st. Seconded by Stefanie. Vote 3/0/0 passed.
 - f. Key for Damon House: Doug- I need permission from the Board to get a key from Bob Adams for Damon House so I can get in on the weekend to paint. Stefanie motioned to approve Doug to have a key to Damon House. Seconded by Peg. Vote 3/0/0 passed. Bob gave Doug the key to Damon House.
 - g. Doug- We need to get alternates for Policy, Facilities, Asset, and Grant Committees. Doug motioned for Peg to be on the Policy Committee. Seconded by Stefanie. Vote 3/0/0 passed. Stefanie nominates Doug for the Facilities Committee. Seconded by Peg. Vote 3/0/0 passed. Stefanie nominates Doug for the Asset Committee. Seconded by Peg. Vote 3/0/0 passed. Peg nominates Doug for the Grant Committee. Seconded by Stefanie. Vote 3/0/0 passed.
 - h. Doug- I asked Nate if the gas card is saving us money. Nate- It isn't saving us as much as I anticipated. I had Sue look at the averages. The average per gallon that we are paying with WEX is 6 or 8 cent saving from the State gas price amount.
7. Old Business:
- a. None
8. Committee/Board Member Reports:
- a. Peg- This month I'm on the BOS as the School Board Rep. Shawn Skilling, from the Coast Guard, did a wonderful presentation about the European Naiad in the Milton Three Ponds and Salmon Falls River. I would like people to be aware of the infestation. Boats, kayaks, and canoes or anything you put in water needs to be washed off before you do so. That is how it

spreads. Doug- We are going to need a volunteer for the BOS meeting in May. Stefanie is the School Board volunteer for May. Peg- They are on Monday nights at 6PM the 1st and 3rd weeks of the month.

- b. Peg- I'm still working with Chief Krauss regarding the presentation on sexual assault/assault. Laura- Another good show out there is 13 Reasons Why. It is on Netflix right now. It has sexual assault, suicide, drinking and bullying. Peg- This other presentation is basically the law. Stefanie- That is really important. What is the issue? Are they not in favor of it? Peg- No the reply I got from Chief Krauss was send it to me, I will review it and review it with Mr. Currier then we will see. Laura- Are you asking our PD to do it? Or are you just asking for their permission to do it? Peg- I want our PD to do it. I think it is important that a Police Officer does it because it is the law. Stefanie- Yes, but I think if they're busy and it isn't in their schedule and this other person already has the presentation. Peg- Yes, but I don't know if Rochester PD will let him come up here. Peg to work on it. Larry- There is a bill working its way through the House of Representatives which would require a School District to give a two week notice to a parent for any discussion of human sexuality. Peg- This has nothing to do with human sexuality it is just the laws around it. Stefanie- I think it is important to communicate with parents and I have been an advocate for the school to do it for a long time. Parents need to be included in the culture and the bullying. They need to know the laws. As a parent I don't know the laws and I have had clients that have dealt with this. The parents had no clue until their child was charged with pornography.
- c. Doug- Bob do you want to give them an idea about the Damon House and where we are? Bob- Doug and I are working on mudding up the walls. We are hoping to start the first coat of paint this weekend. We are hoping to get it all painted by the end of April. Flooring will go down the first week in May. We have one door that needs to be replaced on the front so it opens out for safety reasons. When that happens I can get the locks updated. Doug- It will be key fobs. Bob- With the lead time with the phones they should be up and running the third week of May. Nate and I talked about that day. It is certainly one of the elements to occupy the Damon House.
- d. Doug- Wakefield wants to come in during April vacation and remove what they have tagged. I think if we do that a lot of people are going to be sitting on the floor. I show some of the stuff that was tagged. I think they took the cream of the crop. Stefanie- We do not separate until July 1st. They can pick up their stuff the evening of June 30th that is my motion. They have no rights to it. At the moment we are a joint SAU and the staff needs that equipment to run the SAU. Their materials or possessions can go with them when the SAU separates. Stefanie motioned we do not separate until July 1st. They can pick up their stuff the evening of June 30th. Seconded by Peg. Vote 3/0/0 passed. Doug to notify them. Stefanie- I don't think we have put our foot down about much. I think this comes down to be respectful and let's end this with some dignity.

9. Public Comments:

- a. Larry- A few points. One authority and complicated action to make sure July 1st is the date. To make sure the physical properties which are presently conjoined to the district as a single entity stays and is not taken out against the interest of the equal parties in what necessities might be necessary. Two, unless you have an audit you only make a motion to accept a treasures report you don't approve it. Three, for the Policy Committee it would be useful to have a list of policies. Each of the policies should have the date in which it was last revised, the structural process for their review of the policy should indicate the required defects of the policy, the statutory necessity for changing the policy, the community direction of the change

in policy, and the best practice changes necessary educationally. Four, for many students or at least some considerable difficulties, pressures still face students either financial, family difficulties, or luck of the draw and graduation is a gold ring on the carousel. It is a treasure of memories for parents or an eighty-year-old grandmother. Five, Earl where do we stand on SB193? Did that go through the House as well? Earl- it certainly appears that NH has been and will continue to be in the front of the whole umbrella of school of choice. Basically the affordability of funds that a student brings. The short answer it that it is still going strong. My feeling is that our new Commissioner is totally in favor of the bill. He contributed \$1,000 anonymously in order to allow public school students to attend KUA and Montessori. They raised around \$40,000. At first they wouldn't release the peoples' names that contributed. Now there are questions arising if he is to give the final authorization of school choice. There is a conflict of interest because in essence he had contributed to the legal fund to fight it before his appointment to commissioner. So I we should be aware in ensuring that we are doing a great job within our school district to be sure that this is a school of choice for our students and parents and the people of Milton. Larry- It isn't a conflict of interest. It is a conflict to the constitution of New Hampshire which says it shall be the duty of all magistrates and future generations to cherish education and that no dollar should go to religious education. There is \$3,561.27 funding for each student in grades 1-12. SB193 diverts 80% of that amount to parents of eligible children. There are currently 3420 children enrolled in charter. As of 2014 there were almost 6000 homeschooled. If SB193 becomes law over 25 million dollars will immediately be diverted from public schools. It will be available to students moving from any kindergarten to a private school and to students moving from any school to a private school. That will eventually drawdown close to \$60,000 and when it finally kicks in \$38 million dollars will be diverted to private, religious, and boarding schools. This will divert money from public education, raise property taxes, and fund boarding schools. You need State Representatives to vote for public schools. Doug- I'm going to hand out HB 329. This about when we changed our voting date. Also there was a US Supreme Court ruling on IEPs. It is going to have an impact on our taxes. It says we need to provide more services for students in need. If we don't then they get shipped out. Earl- Going back to what Larry said the ramifications for that is great. There's a Supreme Court in Missouri right now it is a tied vote 4/4, in that separation of church and state. With their new Supreme Court Justice, it is probably a good chance that it's going to bend the other way. There are also various other things that make that statistic even worse. For example people from Connecticut, New York, New Jersey or where ever, own a home here in Milton and their kids might go to Gould. They can put down this is their home. Where NY, MA doesn't have for affordability they spoke about. They are going to use us as their home address. This is state wide. Peg- Aren't they going to have to have some sort of residency requirement? Earl- How many kids do you know that go to school out of state that get in state tuition by using their friends, aunts or cousins address? If we are one of the few states that have it they are going to take advantage of it.

10. Non-Public Session: Pursuant to RSA 91-A:3, II (a), (b), (c)

- a. Stefanie motioned to go into nonpublic session at 8:11PM. Seconded by Peg. Vote 3/0/0 passed. Stefanie- Yes, Peg - Yes, and Doug- Yes.
- b. Peg motioned to come out of non-public session at 9:51PM. Seconded by Stefanie. Vote 3/0/0 passed. Stefanie- Yes, Peg - Yes, and Doug- Yes.
- c. Peg motioned to seal the nonpublic minutes indefinitely for personnel reputation. Seconded by Doug. Vote 3/0/0 passed. Stefanie- Yes, Peg - Yes, and Doug- Yes.

- d. Peg motioned to adjourn the meeting at 9:53PM. Seconded by Doug. Vote 3/0/0 passed. Stefanie- Yes, Peg - Yes, and Doug- Yes.

Respectfully Submitted
Laura Noseworthy
Secretary

Minutes Approved on: May 10, 2017