

**SCHOOL ADMINISTRATION UNIT #64  
MILTON SCHOOL BOARD MEETING  
WEDNESDAY, APRIL 13, 2016  
NUTE HIGH SCHOOL AND LIBRARY  
PUBLIC SESSION**

**School Board Members:** Douglas Shute – Chairman, Luella Snyder, Paul Steer, Stefanie Berry arrived at 5:16. Brandy Banks arrived at 6:00pm.

**Administration:** Michael Tursi – Superintendent of SAU #64, Nathan Castle – Financial Manager, Scott Currier – Principal of Nute Middle/High School, Bob Adams – Facilities Manager.

**Visitors:** Bob Carrier, Richard Krauss, (Milton PD) Larry Brown, Tom McDougall, Lynette McDougall, Barbara Hughes, Miranda Myhre, Kelly Eaves.

**Douglas Shute called the meeting to order at 5:00pm.**  
Paul Steer led everyone in the Pledge of Allegiance.

*At this time Bob Adams led everyone on a tour of the Damon House.*

**Damon House:**

◊ At this time school board members Paul Steer, Stefanie Berry and Doug Shute joined Bob Adams for a tour of Damon House as a possible building site for a new SAU Office. Michael Tursi, Nathan Castle and Scott Currier joined the school board members for the tour.

- Bob Adams led everyone over to the Damon House. Bob Adams led everyone to the side entrance, which has a ramp and is wheelchair accessible.
- Paul Steer asked which part of the building will be used as the new SAU office?
  - ◊ Michael Tursi replied that the entire building will be used as the SAU office. Students will have access to the first floor only and will have privacy because the doors can close off the room.
- Bob Adams stated that the kitchen is in working order. Bob Adams suggested keeping cabinets close to the walls so there is more room and less stress on the floors. The floors will need to be replaced, they are flexing and old. Any items not needed for the kitchen can be removed. Bob Adams has someone who will take any discarded kitchen items.
- Douglas Shute asked if the door in the kitchen went down to the cellar.
  - ◊ Michael Tursi explained that it is the door to the cellar. The cellar is not usable since it has water running through it.
- Bob Adams led everyone to the front room and the upstairs. The upstairs has two established offices and a working bathroom. There is also additional storage. Bob Adams explained that the building does have its' own heat and electricity. The internet is hardwired into fiber optics with Backbay. Bob Adams stated the building needs a security system.

◇ Michael Tursi stated that the building is network ready.

• Stefanie Berry asked how many students use the building and will having the SAU office here change their programming. Do the students use the kitchen for cooking skills and life skills?

◇ Michael Tursi replied that nine students currently use the building. The nine students use the building at different times and the students would maintain their privacy. The kitchen can be made smaller so students will still have access.

• Bob Adams stated that the furnace would have to be raised up off the floor because of the water issues. The exterior of the building will need to be painted or have vinyl siding added. The paint on the building now contains lead so a certified lead paint remover will be needed to do the work. A recent estimate to perform the work can be between 12-15,000.00.

• Scott Currier suggested that if the offices remain upstairs arrangements should be made to accommodate visitors, a greeting area, and a private room downstairs for meetings. There will be two different entrances.

• Douglas Shute asked if the sprinkler system is in working order? Douglas Shute stated that money from the current SAU building rent, \$15,000.00, can be used to fix, repair and update the Damon House.

• Bob Adams stated that the sprinkler system is in working order.

• Stefanie Berry made the motion to recess the school board meeting. Paul Steer seconded the motion. The board voted as follows: Shute – yes, Berry – yes, Snyder – yes, Steer – yes (4-0-0)

• *The Facilities Subcommittee met at this time.*

• Lue Snyder made the motion to reconvene the school board meeting at 6:07. Paul Steer seconded the motion. The board voted as follows: Shute – yes, Banks – yes, Berry – yes, Snyder – yes, Steer – yes (5-0-0)

#### **Minutes of meetings – 3-23-16, 3-21-16**

• Paul Steer made the motion to accept the public minutes of meeting 3-23-16 as amended. Brandy Banks seconded the motion. The board voted as follows: Shute – yes, Banks – yes, Berry – yes, Snyder – yes, Steer – yes (5-0-0)

• Brandy Banks made the motion to accept the Nonpublic minutes of the meeting 3-23-16. Paul Steer seconded the motion. The board voted as follows: Shute – yes, Banks – yes, Berry – yes, Snyder – yes, Steer – yes (5-0-0)

• Lue Snyder made the motion to accept the minutes of the meeting 3-21-16. Paul Steer seconded the motion. The board voted as follows: Shute – yes, Banks – yes, Berry – abstain, Snyder – yes, Steer – yes (4-0-1)

#### **Superintendent's report:**

2016-2017 revised budget:

- Lue Snyder made the motion to not have a special meeting to approve the revised budget for 2016-2017. Stefanie Berry seconded the motion. The board voted as follows: Shute – yes, Banks – yes, Berry – yes, Snyder – yes, Steer – yes (5-0-0)

◊ Michael Tursi presented a revised budget for the Milton School District for fiscal year 2016-2017. Since the towns people did not approve the Operating Budget, by votes, the default budget will be used.

- Douglas Shute referred to *Section 32:10 Transfer of Appropriations*, to explain the revisions, Michael Tursi, made to the Default Budget.

**TITLE III TOWNS, CITIES, VILLAGE DISTRICTS, AND UNINCORPORATED PLACES**

**Chapter 32, Municipal Budget Law, Expenditures, Section 32:10**

**32:10 Transfer of Appropriations.** – I. If changes arise during the year following the annual meeting that make it necessary to expend more than the amount appropriated for a specific purpose, the governing body may transfer to that appropriation an unexpended balance remaining in some other appropriation, provided, however, that:

- (a) The total amount spent shall not exceed the total amount appropriated at the town or district meeting.
- (b) Records shall be kept by the governing body, such that the budget committee, if any, or any citizen requesting such records pursuant to RSA 91-A:4, may ascertain the purposes of appropriations to which, and from which, amounts have been transferred; provided, however, that neither the budget committee nor other citizens shall have any authority to dispute or challenge the discretion of the governing body in making such transfers.

To read the full article go to: [www.gencourt.state.nh.us/rsa/html/III/32/32-10.htm](http://www.gencourt.state.nh.us/rsa/html/III/32/32-10.htm)

◊ Michael Tursi explained that legal counsel stated that a superintendent can move monies within the budget but cannot change the bottom line numbers.

- Douglas Shute stated that it doesn't mean you can put in what was voted down. You can rearrange money lines, and move money around for that year.
- Lue Snyder stated that you cannot move money until the fiscal school year starts.
- Paul Steer stated that the fiscal school year starts July 1, 2016
- Stefanie Berry stated that if money is going to be moved, be moved into something specific.
- Lou Snyder stated that the town has been good to the school, to move money into a line that the town voted against is a smack in the face.
- Stefanie Berry stated that they could pull money from things that didn't need the money and put it into lines that need the money.
- Douglas Shute stated that he is not against the support staff pay raise, but Mr. Shute doesn't think the board can move money unless you are in the current budget year. Mr. Shute interprets the Transfer of Appropriations differently.

◊ Michael Tursi explained that the revised default budget plan has money moved from a line where the money is not needed for the following year, and put into a line where the money is needed without changing the bottom line figure. Sometimes the default budget is larger than the operating budget so lines must be adjusted.

- Lue Snyder stated that it doesn't mean we have to spend the money, it's not fair to the taxpayers.

- Douglas Shute agrees with Lue Snyder; Mr. Shute is against the default budget revisions.
- Brandy Banks asked how do you base the proposed default budget?
- ◊ Michael Tursi replied that the proposed default budget is based on previous years' budgets. You bring over monies in contracts and maintenance that will be needed in the following year. One time fees do not need to be carried over into the following year. The school attorney has been notified of the revised default budget.
- Larry Brown stated That when the town budget ends the new budget starts. The proposed budget or default budget is covered under 32:10 law, unless you zero out a purpose you can transfer money from line to line.
- Barbara Hughes asked if the board members vote no, will Michael Tursi rework the budget and will the board have to cut/find \$10,000.00 difference?
- ◊ Michael Tursi replied that the town approves the bottom line budget and line items can be moved.
- Stefanie Berry stated she did not understand how the Assistant Student Counselor position is paid and if the school received grant money for the position for the coming year. Who approves a salary including a grant? When was the position part-time?
- ◊ Michael Tursi replied that the position was paid with grant money, fifty percent of the salary was not in the proposed budget. We have the money to do it. The school must have matching funds in their budget. If there is no grant money the school will lose the position. The Assistant Student Counselor currently assists fifty-one students, which have made a positive impact with the students.
- Douglas Shute stated that we can't fund the position.

Brandy Banks made the motion to approve the revised default budget for fiscal year 2016-2017. Paul Steer seconded the motion. The board voted as follows: Shute -nay, Banks – yes, Berry – yes, Snyder – nay, Steer – yes (3-2-0)

- **Chief Richard Krauss from the Milton Police Department** explained to the board members that he was applying for a federal grant that would include: Building Trust, Home Base, and School Base Policing. He would like permission from the board to fill out the paperwork for the grant money.
  - Stefanie Berry asked if the police would be at both schools?
  - Chief Krauss replied that they would be at both schools. The grant will also provide money for an officer to have the **D.A.R.E.** program in the elementary school.
  - Douglas Shute asked what the response time is for an officer to reach the school and if an officer can't respond do they call the state police? Is the school committed to the grant if we agree to proceed?
  - Chief Krauss answered that the response time is 5-7 minutes. They do not call the state police. The school is not committed to the grant at this time, Chief Krauss only needs permission to fill out the paperwork. A public hearing needs to be held for the public in order to accept the grant.

Douglas Shute made the motion to allow Chief Krauss to proceed with the paperwork for the grant. Brandy Banks seconded the motion. The board voted as follows: Shute – yes, Banks – yes, Berry – yes, Snyder – abstain, Steer – yes (4-0-1)

**Administration:**

*Financial Reports:*

Paul Steer made the motion to accept the treasurers' report. Stefanie Berry seconded the motion. The board voted as follows: Shute – yes, Banks – yes, Berry – yes, Snyder – yes, Steer – yes (5-0-0)

◇ Michael Tursi stated that the Audit report has been completed and this is the first time the Audit is clean. Great job.

**School Board Business:**

*SAU planning:*

- Douglas Shute would like the board members to think of ideas needed for the new SAU. Mr. Shute would like to discuss the SAU planning at every meeting. The board also needs to consider an SAU withdrawal budget.

◇ Michael Tursi suggested the members meet as a full board and not form a committee. Mr. Tursi presented a potential withdrawal budget.

- Stefanie Berry asked what the withdrawal budget is based on and if they need to use maintenance agreements at the same costs?

◇ Michael Tursi replied that the withdrawal budget sample is based on the Freemont school district which was shared with the Wakefield School Board when they started discussing a withdrawal from the current SAU #64, as an example since the student numbers are comparable to the Wakefield School district. The costs will not be the same because student numbers will be less. Staff and salaries will have the most discussions. Certain items are required to maintain software

- Lue Snyder stated that the board should use a part-time SAU.

- Barbara Hughes stated she would like to see the bottom line budget number be less than forty-three percent of the current budget, and if contracted services are based on student enrollment?

- Tom McDougall stated that the positions are five compared to eight in the proposed budget. The maintenance line is almost double.

- Bob Carrier stated that the board could combine positions, such as Transportation Coordinator, Operations and Facilities Director.

- Brandy Banks commented on the insurance and asked what the board should offer staff at the new SAU.

◇ Michael Tursi replied that the board could offer what they wanted for the new SAU staff. Mr. Tursi stated that Somersworth School District is interested as a possible part time SAU, and they would like more information about Milton.

Paul Steer made the motion for Michael Tursi to reach out to Somersworth School District for SAU services. Lou Snyder seconded the motion. The board voted as follows: Shute – yes, Banks – yes, Berry – yes, Snyder – yes, Steer – yes (5-0-0)

#### **Bus Sale:**

Brandy Banks made the motion to sell the 2007 Chevrolet Uplander. Stefanie Berry seconded the motion. The board voted as follows: Shute – yes, Banks – yes, Berry – yes, Snyder – yes, Steer – yes (5-0-0)

#### **Future School Care Presentation:**

◇ Michael Tursi explained that the Future School Care presentation will be held on May 11, 2016.

#### **Old Business:**

- Douglas Shute asked the board members if he can cut the brush at the Damon House, Mr. Shute is insured by the school. The board agreed.  
Mr. Shute would like the board members to attend the town planning board meeting on April 19, 2016 if they are available.
- Stefanie Berry asked about holding the school board meetings at the town hall. The meetings can be recorded but they would need someone to run the cameras and have a key and security code.
- Douglas Shute stated he would speak to the selectmen.

#### **Committee Meeting Reports:**

##### *Facilities Subcommittee:*

- Paul Steer discussed developing a strategic plan and attaching it to the CIP plan. The school should align their CIP to the towns' CIP.

#### **Public Comment:**

- Barbara Hughes stated the budget for having three principals and asked if it has been considered to have only one principal and one assistant?
- Lue Snyder stated there is only one principal for the Middle /High School.
- Stefanie Berry stated that they will look into possible changes with administration in Milton.
- Larry Brown stated that the planning board is working on their plan. April 21, 2016 is the next meeting and they are reorganizing the board.
- Douglas Shute is an alternate for the town budget committee. The other board members signed a letter acknowledging Mr. Shute will be serving this position.

Brandy Banks made the motion to enter the Nonpublic session pursuant to RSA 91-A:3II a,b,c,d. Stefanie Berry seconded the motion. The board voted as follows: Shute – yes, Banks – yes, Berry – yes, Snyder – yes, Steer – yes (5-0-0)

Brandy Banks made the motion to come out of the Nonpublic session at 9:15pm. Paul Steer seconded the motion. The board voted as follows: Shute – yes Banks – yes, Berry – yes, Snyder – yes, Steer – yes (5-0-0)

- Douglas Shute stated the next school board meeting will be on April 27, 2016.

Brandy Banks made the motion to adjourn the public session of the Milton School Board Meeting at 9:20pm. Paul Steer seconded the motion. The board voted as follows: Shute – yea, Banks – yes, Berry – yes, Snyder – yes, Steer – yes (5-0-0)

Respectfully submitted,  
Mary Collins  
Milton School Board Secretary