

SCHOOL ADMINISTRATIVE UNIT #64  
Milton School Board Meeting  
Emma Ramsey Building  
Wednesday, August 9, 2017

PUBLIC SESSION MEETING MINUTES

**School Board Members in Attendance:**

Douglas Shute- Chairperson, Paul Steer, Stefanie Berry, Melissa Brown and Peg Hurd. Laura Noseworthy- Secretary

**SAU Representatives:**

Earl Sussman- Superintendent of SAU #64, Nathan Castle- Financial Manager, John Safina- Principal of Milton Elementary School, Jan Radowicz- Principal of Nute Middle and High School, Melissa Jean- SPED Coordinator, Timothy Eldridge- Transportation Director

**Public in Attendance:** Bob Carrier, Larry Brown

**Public Hearing:**

1. Called to Order/ Flag Salute:
  - a. Doug Called to Order at 6:00PM.
  - b. John led the meeting with Pledge of Allegiance.
  - c. Doug welcomed Melissa Brown as our new School Board Member.
2. Public Comments:
  - a. Larry- Mentioned SPED will be a major area for discussion this year. He also shared a memo he had written to the State Director about post school employment.
3. Minutes of Prior Meeting:
  - a. 7/26/17 Public Meeting Minutes: Peg motioned to approve the minutes with corrections. Seconded by Paul. Vote 3/0/2 passed. Melissa- Abstain, Paul- Yes, Peg - Yes, Doug- Yes and Stefanie- Abstain.
  - b. 7/26/17 Non-Public Meeting Minutes: Peg motioned to approve the minutes with corrections. Seconded by Paul. Vote 3/0/2 passed. Melissa- Abstain, Paul- Yes, Peg - Yes, Doug- Yes and Stefanie- Abstain.
  - c. 5/24/17 Non-Public Meeting Minutes: Peg motioned to approve the minutes with corrections. Seconded by Paul. Vote 4/0/1 passed. Melissa- Abstain, Paul- Yes, Peg - Yes, Doug- Yes and Stefanie- Yes.
  - d. 6/2/17 Non-Public Meeting Minutes: Peg motioned to approve the minutes. Seconded by Paul. Vote 3/0/2 passed. Melissa- Abstain, Paul- Abstain, Peg - Yes, Doug- Yes and Stefanie- Yes.
4. Superintendent's Report:
  - a. Earl- Thanked the Administration Team and Staff for their hard work. Some Staff Members went to UNH for the Team Building Workshops. The Staff worked well together. At the next meeting he will have a compendium of the budgeted positions with what the anticipated amounts were, people hired and the amounts, and changes we have made. We have done most of the work at Nute Middle/High School. Earl thanked the Board and the Friends of Nute for all their hard work. He asked if anyone was interested in joining Friends of Nute to get in contact with them as they are always looking for volunteers. He spoke about Melissa

Jean looking at the Partner's Program slots. She has gotten approval from the State and will start looking at the Procedure and Process for filling opens seats we might have with other students from surrounding towns. We will be looking at what the cost of a seat will be. We have identified our students that will fill five of the seven seats.

- b. Melissa- Nothing.
- c. John- Nothing.
- d. Jan- Nothing.

5. Administration Financial Reports:

- a. Monthly Expense Report 2016/17- Doug- Our balance is \$118,465.43 as of right now. Nate- We have one more invoice we are waiting on to come in. Peg had various questions about the amounts for Health, Dental and Disability, ESY Summer Salaries, Summer School Salaries, MES SPED FICA and Salary, HS Transportation, and Principle Office Printing. Nate answered and explained where he could. Nate will look at MES SPED FICA and Salary, and HS Transportation. Peg- SPED Tuition Non-Public is negative? Nate- Yes, all unanticipated tuition expenses.
- b. Monthly Expense Report 2017/18- Nate this is a work in progress with the positions we moved around. Peg had questions on FICA. Nate- Keep in mind this is encumbered only we haven't spent it yet.
- c. Monthly Revenue Report- Peg- Nate, we still have \$263,744.55 remaining? Nate- Yes but keep in mind that includes grants. Those don't close until the end of August/September. If you look at the first page we got \$64,862.22 more than anticipated from the General Fund and \$11,214.50 less than we anticipated from Food Services. Overall we got @\$53,000 from the General Fund.
- d. Grant Overview Report 2016/17- Doug- Any questions? Board- No.
- e. Grant Overview Report 2017/18- Doug- Any questions? Board- No. Nate- Title should say 2017/18 not 2016/17.
- f. Treasure's Bank Reconciliation- Paul motioned to approve the Treasure's Bank Reconciliation. Seconded by Peg. Vote 5/0/0 passed. Melissa- Yes, Paul- Yes, Doug- Yes, Peg- Yes, and Stefanie- Yes.
- g. Cash Reconciliation- Doug- Any questions? Board- No.
- h. The Monthly Student Activities Statement Report- Doug- Any questions? Board- No.

6. School Board Business:

- a. Policies Second Reading-
  - JICBB Pupil Safety and Violence Prevention- Paul motioned to repeal JICBB as recommended by the NH School Board. Seconded by Peg. Vote 5/0/0 passed. Melissa- Yes, Paul- Yes, Doug- Yes, Peg- Yes, and Stefanie- Yes.
  - JICK Pupil Safety and Violence Prevention- Bullying- Peg motioned to approve JICK as recommended by the NH School Board. Seconded by Paul. Vote 5/0/0 passed. Melissa- Yes, Paul- Yes, Doug- Yes, Peg- Yes, and Stefanie- Yes. Jan- Will put the new Policy in the handbook. John- Will email the new Policy to all families or will provide a hard copy to those that don't have computer access.
- b. Designated Parking Spots on School Street: Doug- Board we did it. They should be done by the end of next week. We will have six to eight spots. We will have a couple in front of Damon House and down a bit further we will have spots put in for Student Drop Off. Also Chief Krauss has requested to come in and speak the Board on 8/23. He wants to speak to us about making Nute's Parking Lot one way from School Street to Elm Street. Stefanie- Can we also ask him about the Program Peg wanted? Peg will talk to Chief Krauss about inviting

the Officer from Rochester PD to do the program for our students because Milton PD is short Officers and will not be able to do the program any time soon.

- c. Repeater- Tim explained each of the three quotes to the Board he received from Three Ponds Communications, LLC for \$5,652.85, Kenney Communications for A. Option- \$6,319.00 and B. Option- \$4,647.00, and 2- Way Communications Services, Inc. for \$4,060.00. Tim recommended the Board to approve Three Ponds Communications, LLC for \$5,652.85 because they will be able to have the radios up and functioning at the start of the school year because they wouldn't need to request a new frequency as we would use the frequency that the Fire Department is no longer using. The other two companies would need to apply for frequencies then test and there was no set time frame when the radios would be up and running. Stefanie motioned to go with Three Ponds Communications, LLC Seconded by Melissa. Vote 5/0/0 passed. Melissa- Yes, Paul- Yes, Doug- Yes, Peg- Yes, and Stefanie- Yes.
  - d. 2017/18 Bus Routes: Tim will go forward with the bus routes. The Board doesn't need to approve them; they just need to be provided to them for information. The bus routes will be updated and changed as students move in or out of the District. The routes will be published on the SAU website.
  - e. NY Field Trip Money Request: Paul motioned to approve \$1,000 for the NY Field Trip. Seconded by Peg. Vote 5/0/0 passed. Melissa- Yes, Paul- Yes, Doug- Yes, Peg- Yes, and Stefanie- Yes.
7. Old Business:
- a. None.
8. Committee/Board Member Reports:
- a. Selectmen Meeting: Peg- The Selectmen approved to go with BackBay for their computer system for the town. Doug- Peg has been going to the Selectmen Meetings the past couple of months, would anyone else like to volunteer to go. Stefanie- With us all having a lot on our plates I think we should consider having a meeting quarterly or twice a year where the Selectmen and School Board would meet to discuss and corroborate any issues or ideas the Town and School has. Peg- I will suggest Stefanie's idea to them. Larry- There is no statutory authority for a liaison for the Town to School or School to Town. The Budget Committee is the mutual meeting point. You request to be on the agenda just like Doug just did. Melissa seconded Stefanie's idea for twice a year. Stefanie- A major part for corroboration would be the Rec Department and the School. They provide services to the children and the seniors. What they do with the children affects the School down the road with sports and coaching. Doug- You have a School Board Member on the Rec Commission. Stefanie- Yes but they aren't meeting. There has only been one meeting and that was in May or June.
  - b. Doug- We need to appoint Melissa to committees. Paul- We did that. Peg- She will be on Policies, Budget Committee Back-up and Grants.
  - c. Grant Committee: Doug- When will the Grant Committee be meeting? Earl- When school starts back up.
  - d. Facilities Committee- Paul- We will go back to meeting before the first meeting of the month.
  - e. Policy Committee will schedule a date to meet.
9. Public Comments:
- a. Larry shared his words of wisdom with the Board and also asked if the School has a Transgender Policy. The Policy committee will look into it.

- b. Index Packaging Donation: Nate- I just want to share with the Board and the Public that we received a donation of \$1,080, from Index Packaging, to go towards negative food balances.
10. Non-Public Session: Pursuant to RSA 91-A:3, II (a), (b), (c)
- a. Peg motioned to go into nonpublic session at 7:06PM. Seconded by Paul. Vote 5/0/0 passed. Melissa- Yes, Paul- Yes, Doug- Yes, Peg- Yes, and Stefanie- Yes.
  - b. Paul motioned to come out of non-public at 7:58PM. Seconded by Peg. Vote 5/0/0 passed. Melissa- Yes, Paul- Yes, Doug- Yes, Peg- Yes, and Stefanie- Yes.
  - c. Food Container Grant- Melissa shared with the Board about a Food Container Grant. The grant would provide everything needed to grow our own vegetables.
  - d. Stefanie told the Board that she will be moving out of town at the end of the month. Doug requested she put it in writing so the Board can fill her spot when the time comes.
  - e. Doug brought up a trash issue to the Board. He explained that the Schools are being charged a fee to bring items to the dump that can't go in our dumpster at the Schools. He would like to know if the Town is also being charged as he doesn't feel either of us should be.
  - f. Paul motioned to adjourn the meeting at 8:06PM. Seconded by Peg. Vote 5/0/0 passed. Melissa- Yes, Paul- Yes, Doug- Yes, Peg- Yes, and Stefanie- Yes.

Respectfully Submitted  
Laura Noseworthy  
Secretary

Minutes Approved on: August 23, 2017