

SCHOOL ADMINISTRATIVE UNIT #64
Milton School Board Meeting
Emma Ramsey Building
Wednesday, December 14, 2016

PUBLIC SESSION MEETING MINUTES

School Board Members in Attendance:

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

SAU Representatives:

Earl Sussman- Superintendent of SAU #64, Nathan Castle- Financial Manager, Anne Kebler- Student Director, Scott Carrier- Principal of Nute Middle/High School, John Safina- Principal of Milton Elementary School, Bob Adams- Facilities Director and Tim Eldridge- Transportation Director

Selectmen in Attendance: Mike Beaulieu

Public in Attendance: Larry Brown, Bob Carrier

Public Hearing:

1. Called to Order/ Flag Salute:
 - a. Douglas Shute Called to Order at 6:00PM
 - b. Lue led the meeting with Pledge of Allegiance

Public Hearing:

2. Public Comments:
 - a. None
3. Minutes of Prior Meeting:
 - a. 12/1/16 Milton Budget Committee and Milton School Board Minutes not needed. The Budget Committee is using their own minutes. Stefanie- Whose job is it to tell our secretary that they're not needed? Doug- For the budget meeting she was asked to come because we were scheduled to be at a meeting location where it wasn't going to be recorded and I didn't know that they had a secretary. Stefanie- If we can just be more clear as this is the second time as we voted for her to do the joint minutes. Doug- Laura and I discussed that before the meeting. Didn't we Laura? Laura- Yes, but it wasn't really made clear. Larry- My comment is each board should prepare their minutes which are necessary by statute.
 - b. 11/28/16 Budget Meeting Minutes. Paul motioned to approve minutes. Seconded by Peg. Approved 5/0/0.
 - c. 11/21/16 Budget Meeting Minutes. Paul motioned to approve minutes. Seconded by Peg. Approved 5/0/0.

- d. 11/9/16 Public Meeting Minutes. Peg motioned to approve minutes with correction. Seconded by Paul. Approved 5/0/0.
 - e. 11/9/16 Non-Public Meeting Minutes. Peg motioned to approve minutes with corrections. Seconded by Paul. Approved 5/0/0.
 - f. 10/13/16 Budget Meeting Minutes. Paul motioned to approve minutes with corrections. Seconded by Peg. Approved 5/0/0.
 - g. Unsealed minutes from 8/24/16 and 9/14/16 to come back to the board for review and approval. Doug to take care of it for next meeting.
4. Superintendent Report:
- a. Earl- Tomorrow at 8:45AM Commissioner Barry is coming to Nute to celebrate Nute getting the CIG Grant. The Board, Friends of Nute and the Administrative Teams from MES are invited to attend. Commissioner Barry will be taken around the building and get a sense of what the funds are going to being used for.
 - b. Earl had Mike Beaulieu introduce himself. He is one of the Selectmen who will be sitting on the School Board.
 - c. Earl- The Grant Committee will be formed.
 - d. Earl- Thanked Larry and the Budget Committee for their hard work on the Budget Committee. Mike- Agreed with this. Earl- The School Board will be meeting with the Budget Committee again tomorrow night.
 - e. Nate- Will be presenting the Proposed Budget and Default Budget later this evening.
5. School District Report:
- a. Doug- We need to discuss what we want.
 - b. Paul- I'm going to recommend that we do it the same way as we did it last year. Doug motioned to do it the same way as last year. Seconded by Paul. Vote 5/0/0 passed.
 - c. Doug- Color of the front and back covers? Peg motioned for gold. Seconded by Lue. Vote 5/0/0 passed.
 - d. Lue- One year Nute is on the front and MES is on the back cover and the next year it is swapped. We need to do a contest for students' artwork and the winners get a prize. John- When is it due? Nate- We need it for beginning of January. Paul motioned for 2- \$25 gift cards to Barnes and Noble. Seconded by Peg. Vote 5/0/0 passed.
6. Administration:
- a. Financial Report:
 - i. Monthly Expense Report: Doug- Nate has everything been encumbered? Nate- No, Ann and I still need to go over sped costs. We are waiting on a tuition contract to come in.
 - ii. Monthly Revenue Report: Doug- Did everyone see how much money we have coming in? Nate- 6 million estimated.
 - iii. Monthly Grant Overview Report: No questions from the board.
 - iv. Monthly Treasurer's Report- Doug- I need a motion and a second to accept. Paul motioned to accept the Treasurer's Report. Seconded by Lue.

Vote 5/0/0 passed. Peg- I have a question the \$300 on bank error? Nate- It was the bank's error and they reimbursed us the \$300.

- v. The Monthly Cash Reconciliation Report: No questions from the board.
- vi. Café Services' Financial Statement: No questions from the board.
- vii. The Monthly Student Activities Statement: Peg- We had asked about the graduated class accounts? Scott- I have reached out to the classes and I'm waiting to hear back from them still. Nate- The Board has no say with the monies as it is Student or Staff monies that they raised. It isn't money raised by taxes.

b. Principals' Report-

- i. Nute: Scott- Teacher Workshops Day- Staff worked on competencies for grades 6th through 12th - building upon our curriculum mapping. On November 16th our Life of an Athlete Program hosted William Harris. He is a motivational speaker. We had an assembly during the school day for the whole student body. He also did a presentation in the evening for our athletes and their families. In the Middle School we are working on our PBIS Behavior Rollout December 7th- December 20th. Each teacher has set their expectations for specific behaviors they are looking for in their classroom. If they see a student demonstrating those behaviors they will earn raffle tickets. The student can then put their raffle tickets in various drawing for raffle prizes. On December 23rd we will be doing the drawings. Commissioner Barry and Representatives from the State Department of Education will be visiting tomorrow and speaking with some of our high schoolers. Stefanie- Requested that Scott include in his next month's report how the visit went.
- ii. MES: John- Earl has accepted a donation for the Computer Room. We have received a donation of a Coder MIP Robot that the students will learn how to write codes to program the robot. The estimated value is \$50. The scores are in for the Smarter Balance Testing. The scores are not the greatest but I would like to point out the blue is last years and the red is this year for the top two boxes for 4th and 5th grade. The percentage of students proficient went up 1 point for language arts. The percentage of the students not proficient went down 1 point. It is a move in the right direction. For Math we did a little better. We went from 21% proficient to 27% proficient. We went from 79% not proficient to 73% not proficient. John to bring the fall scores to the next meeting when he reports. SWIS Data (discipline data): Last year's first quarter data. Each bar represents a student. Last year we had 20 students with 2 to 5 referrals. 12 students received 6 or more referrals in the 1st quarter. Three of the bars that are really high are three students that are in the Partner Program. The Partner Program is showing to be useful and helpful with our discipline problems. This year we only have ten students that received two or more referrals and 3 students that have received 6 or more referrals. We have added five academic days back in our first quarter. This is where we are going to see a difference with our scores. Peg- Scott do

you put data into SWIS also? Scott- Yes, I can provide that to the Board next time.

7. Default Budget: Doug- I would like to know if the Board wants to vote on the Default Budget as Nate has it? Paul motioned to accept the Default Budget of \$10,565,878.96. Seconded by Lue. Vote 5/0/0 passed. Doug- Everyone believes that it is higher than the Proposed Budget? Board- Yes. Larry- It is a statutory authority of the Executive Board, BOS or School District, to give the authority to raise and appropriate, the budget funds absent the Operating Budget for the year. The Default Budget becomes the statutory Operating Budget. For that reason, should be in place, the default budget needs to be voted on to accept it by the School District. Doug- Does anyone wonder why it is higher? Board- Yes. Doug- What we found out last year we had a contract with Wakefield that was never put in Default Budget. It is in there now.
8. School Board Business:
 - a. Mentors Policy- Earl- We are going to review it and report back to the Board.
 - b. CIA Program- Earl- John- change the name to DLT. They are meeting once a month on a Tuesday. It is more of a committee than a program. They are not being paid. Scott- They are getting paid this year but will not next year.
 - c. Policies Second Readings:
 - i. Board Officer- Stef motioned to accept as final reading with noted changes. Seconded by Peg. Vote 5/0/0 passed.
 - ii. Bidding Requirements, Staff Concerns and Complaints and Public Gifts to the Schools: Stefanie motioned to accept all as final readings. Seconded by Peg. Vote 5/0/0 passed.
 - d. Warrant Articles:
 - i. Election of Officers
 - ii. Teacher Contracts
 - iii. Special Meeting if contract not passed.
 - iv. Operating Budget
 - v. Library for \$5,000
 - vi. Renovation for Maintenance and Repair out of the Trust Fund Balance \$50,000 Lue motioned for the \$50,000 to be put in the Renovation for Maintenance and Repair. Seconded by Paul. Vote 5/5/0 passed.
 - vii. Computer for MES. Lue- We have \$10,000 from a grant but we need up to \$8,000 more to complete the room. Out of the fund balance we take \$8,000 from Technology Fund Balance to finish the room. Put the remaining \$17,000 in the Technology Fund Balance. It isn't new money but it will not go back to the town to offset taxes. Stefanie- Do we need to be that specific? John- If they say no to the \$8,000 then we will not be able to get the computers. Board decided on \$25,000 for Technology Sustainability Fund Balance.
 - viii. SAU- \$25,000- What is in the SAU Fund Balance now needs to go back to the Taxes Payers.

- ix. Lue we need to change the wording for Capital Improvement Maintenance Repair and Renovate. Removing Capital Improvement out and leave it as Maintenance Repair and Renovate. Doug- Larry is it a majority vote to change the language? Larry- Yes majority vote.
 - e. Tim- I have done some research on the WEX Program. We are currently locked into the State for 3 years for \$2.66. We know it is cheaper at the pump. Going through the WEX Program will be a savings. Mike- You're not locked into it either. We would be able to jump back and forth if the State rate was cheaper. It is just like a regular credit card for the vehicle/driver. So we can track the usage. It is good for 90% of the fueling stations in the area. Doug- We have one problem to address. The bill comes in on the 22nd. I suggest that we meet the 1st and 3rd weeks of the month so we don't get a late charge. Nate- I would just need three of you to stop into the office and sign off on the invoice. Tim- We have lowered the fuel budget line. The Board made the decision to leave the budget line where it was. Tim- went over the vehicle options for the van purchase. Stefanie motioned to go with Foss Motors. Seconded by Paul. Vote 5/0/0 passed. Public Hearing to be scheduled for the next meeting- January 11, 2017.
 - f. BOS Meeting: Mike the BOS meeting is the 1st and 3rd Monday at the month. Doug to attend the December 19th meeting. Larry- The BOS meeting for January date was changed. Mike- Yes Jan 9th and 23rd. Peg to attend. Other Board Members schedule will be decided at the January School Board meeting.
9. Old Business:
- a. None
10. Committee/ Board Member Reports:
- a. Facilities Committee:
 - i. Paul- Next phase of the Oil Sump issue. When they are upgrading the sump they will extend the oil vent pipe by old Nute. We need to change the oil fill and make a box in the boiler room to protect the piping. The job is going out to bid. Damon House renovation is moving along. We will be scheduling a public hearing for both of these projects. The water main leak has been fixed at MES. The Water Department is still trying to locate the water shut off. We are also looking into the connection fee.
 - b. Negotiations:
 - i. Peg- We did come to a tentative agreement that we will talk about in non-public.
11. Public Comments:
- a. None
12. Non-Public Session: Pursuant to RSA 91-A:3, II (a), (b), (c)
- a. Lue motioned to go into nonpublic session at 7:53PM. Seconded by Paul. Vote 5/0/0 passed. Stefanie- Yes, Peg- Yes, Lue- Yes, Paul- Yes, and Doug- Yes.

- b. Paul motioned to come out of non-public session at 8:42PM. Seconded by Peg. Vote 5/0/0 passed. Paul- Yes, Stefanie- Yes, Peg- Yes, Lue- Yes, and Doug- Yes.
- c. Paul motioned to adjourn the meeting at 8:42PM. Seconded by Lue. Vote 5/0/0 passed. Paul- Yes, Stefanie- Yes, Peg- Yes, Lue- Yes, and Doug- Yes.

Respectfully Submitted
Laura Noseworthy
Secretary

Minutes Approved on: January 11, 2017