

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

PUBLIC SESSION MEETING MINUTES

School Board Members in Attendance:

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

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

Public in Attendance: Bob Carrier, Larry Brown

Public Hearing:

1. Called to Order/ Flag Salute:
 - a. Doug Called to Order at 6:00PM.
 - b. Peg led the meeting with Pledge of Allegiance.
2. Public Comments: None
3. Minutes of Prior Meeting:
 - a. 6/28/17 Public Meeting Minutes: Peg motioned to approve the minutes. Seconded by Doug. Vote 3/0/1 passed. Paul- Abstain, Stefanie- Yes, Peg- Yes, and Doug- Yes.
 - b. 6/28/17 Non-Public Meeting Minutes: Peg motioned to approve the minutes. Seconded by Doug. Vote 3/0/1 passed. Paul- Abstain, Stefanie- Yes, Peg - Yes, and Doug- Yes.
 - c. 6/14/17 Public Meeting Minutes: Peg motioned to approve the minutes. Seconded by Stefanie. Vote 3/0/1 passed. Paul- Abstain, Stefanie- Yes, Peg - Yes, and Doug- Yes.
 - d. 6/14/17 Non-Public Meeting Minutes: Peg motioned to approve the minutes. Seconded by Stefanie. Vote 3/0/1 passed. Paul- Abstain, Stefanie- Yes, Peg - Yes, and Doug- Yes.
4. Superintendent's Report:
 - a. Earl- The move to Damon House went relatively smoothly thanks to Strafford Community work force, Dennis Louze, Doug, John, and Bob. This was at no cost to the SAU! BackBay made sure all the computers were up and running. Staff is still unpacking but they are up and functioning.
 - b. Both Principals are working on organizing and restructuring their respective buildings. Reducing the 7th grade from 5 classes to 4 (no increase in class size!), frees up a teacher to move into the vacant ELO position which is saving the District money.
 - c. The Middle School Guidance Counselor is moving to the High School Guidance position.
5. Administration Financial Reports:
 - a. Monthly Expense Report- We are currently looking good for the end of the fiscal year.
 - b. Monthly Revenue Report- Still more revenue expected.
 - c. Monthly Grant Overview Report- Still more grant money expected.
 - d. Treasurer's Bank Reconciliation- Peg motioned to accept the Treasurer's Bank Reconciliation for March. Seconded by Stefanie. Vote 4/0/0 passed. Paul- Yes, Stefanie- Yes, Peg- Yes, and Doug- Yes.

- e. Treasurer's Bank Reconciliation- Peg motioned to accept the Treasurer's Bank Reconciliation for April. Seconded by Stefanie. Vote 4/0/0 passed. Paul- Yes, Stefanie- Yes, Peg- Yes, and Doug- Yes.
 - f. Cash Reconciliation- No questions.
 - g. Café Services Financial Statement- Doug- How are we doing? Nate- Overall we are where we should be with one more reporting period left.
 - h. Café Services Contract- Projected costs for 2018/2019 are approximately \$9,000 less than this fiscal year.
 - i. Audit reports- Audits conducted by Vachon Clukay & Company PC of both SAU64 and the Milton School District were found to be satisfactory in all aspects of accounting.
6. Administration
- a. John- Presented the spring NWEA testing reports for reading and math. Scores are on the rise. Reading scores are better than math because the Language Arts curriculum has been worked on extensively. Math needs curriculum work! Swis Data showed the office referrals were 605 this year compared to 1,556 last year. The Parent Forum in May highlighted responses from the parent survey distributed in February. Stefanie- perhaps offer an incentive to students to ensure more parents fill out the survey.
 - b. Jan- Busy moving/setting up offices, scheduling/conducting staff interviews/ looking at extra/co-curricular job descriptions and method of evaluation. She spoke about the exciting opportunities of the Summer Enrichment Program funded by the DHHS Grant. Activities can be located on the District website. Stefanie- Communication regarding the program could have been better communicated at an earlier date.
7. School Board Business:
- a. Softball Field – Doug has noticed that residents are allowing dogs to run loose on the field. It was decided that new signs specifically stating “No Dogs on Field” need to be posted.
 - b. Facilities- A meeting has been set for 8/9 at 5:00 to review questions Bob Adams has. Earl – Suggested the meeting begin at Nute to see the restructuring that has taken place.
 - c. Damon House parking- Specific spots need to be reserved for employees and visitors.
 - d. Policy Committee- Doug stated that the Policy Committee needs to meet. Earl will look at which policies need to be updated and set up the meeting.
 - e. Doug- Signed Tim Eldridge's contract as Bus Coordinator for this year.
 - f. BackBay- Summer work is not included in our contract with them but we need to schedule them to set up the computer lab at MES and additional computer work at Nute.
8. Old Business:
- a. Stefanie- Updating our website? Peg – will check with the Town regarding who is doing theirs.
 - b. Doug- We will interview the 4 candidates for the open School Board position next month.
9. Committee/Board Member Reports:
- a. Peg- The Wakefield Food Pantry gave a presentation at the Selectmen's Meeting, inviting Milton residents to participate. This could be available for the End 68 Hours of Hunger program over the summer.
10. Public Comments:
- a. Larry- Food for thought – Federal changes to block Medicare funding and effects on our students, look into the possibilities of a Magnet School, summer nutrition program, coordination of bus transportation for summer school and Enrichment Program, continue vocational education to craft/technology careers. Make those strict guidelines but we will look at that part of our policy when we review it.

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

- a. Peg motioned to go into nonpublic session at 7:20PM. Seconded by Stefanie. Vote 4/0/0 passed. Paul- Yes, Stefanie- Yes, Peg- Yes, and Doug- Yes.
- b. Peg motioned to come out of non-public session at 8:33PM. Seconded by Doug. Vote 4/0/0 passed. Paul- Yes, Stefanie- Yes, Peg- Yes, and Doug- Yes.
- c. Peg motioned to adjourn the meeting at 8:33PM. Seconded by Doug. Vote 4/0/0 passed. Paul- Yes, Stefanie- Yes, Peg- Yes, and Doug- Yes.

Respectfully Submitted

Peg Hurd

Acting Secretary

Corrections made by Laura Noseworthy Secretary

Minutes Approved on: July 26, 2017