

**School Administrative Unit #64
Joint School Board Meeting
Wednesday, April 30, 2014
Paul School, Wakefield**

Milton School Board Members present: Douglas Shute - Chairman, Brandy Banks, Andy Crone, Paul Steer and Ann Walsh

Wakefield School Board Members present: Stephen Brown, Bonnie Cyr, Relf Fogg and Bob Ouellette

Administration present: Michael Tursi – Superintendent of SAU #64, Andrew D’Agostino – Business Administrator, Anne Kebler – Student Service Director

Paul School Facilities Team present: Bob Adams

Mr. Tusi called the meeting to order at 5:05 pm and conducted the Pledge of Allegiance.

At this time Mr. Doug Shute thanked the entire board for their support over the past year.

Board Reorganization:

Chairman:

Stephen Brown suggested that the new Joint School Board Chairman should not currently be the chairman of their respective school committee.

Stephen Brown made a motion for Bonnie Cyr to be the new Chairman of the joint school board. The motion was seconded by Brandy Banks. The entire school board voted in favor of the motion with Bonnie Cyr abstaining.

Vice Chairman:

Relf Fogg made a motion for Andy Crone to become the new Vice Chairman of the joint board. The motion was seconded by Bob Ouellette. The entire board voted in favor of the motion with Andy Crone abstaining.

Policy Committee:

Stephen Brown made a motion for both Bonnie Cyr and Brandy Banks to comprise the Policy Committee. The motion was seconded by Bob Ouellette. The entire board voted in favor with both Bonnie Cyr and Brandy Banks abstaining.

Public Comment:

At this time there were no public comments.

Minutes of last meeting on January 29, 2014:

A motion to approve the minutes of the last meeting on January 29, 2014 was made by Ann Walsh. Andy Crone seconded the motion. All voted in favor of the motion with Brandy Banks abstaining. A motion to approve the nonpublic minutes of the last meeting on January 29, 2014 was made by Stephen Brown. The motion to approve the nonpublic minutes was seconded by Bob Ouellette. All voted in favor of accepting the motion with Brandy Banks abstaining.

Correspondence:

The board was informed about the letters to and from the New Hampshire Civil Liberties Union Foundation. The letter was just for information only. There was nothing necessary for the board to act upon.

Financial Statement:

According to Mr. D'Agostino, the FLCA is really under budget. The SAU is waiting for the "S" rate reimbursement. The reimbursement check should be arriving within the next few weeks. At the time of this school years budget being planned the following were not anticipated postage for the Parent/Student Surveys and the Residency Confirmation Forms. The postage for the Parent/Student surveys that were mailed to Wakefield families will be removed from the Joint School Account and be charged to the Wakefield School Account.

Also, Mr. Tursi noted that there were several people at the superintendent's office that need to join the New Hampshire Administrator's Association. Their dues/fees for the New Hampshire Administrator's Association were not included in 2013/2014 budget.

Mr. D'Agostino was asked if there will be money left over in the current year's budget; will that money be returned to the individual school districts. Currently there is approximately \$175,000 in the SAU budget. The answer was no, the money would remain in the SAU budget. Mr. D'Agostino also informed the board that at this time there are no foreseeable problems as the end of the school year approaches.

Old Business:**a. SAU Withdrawal**

- Stephen Brown would like to investigate the possibility of Wakefield having its own SAU.
- Mr. Brown wondered if there would be a financial saving of not being part of a joint SAU.
- Ann Walsh asked what the process is for withdrawal from the current joint SAU. Mr. Tursi stated that this would need to go on the March ballot for voters. If the voters agree to withdraw from the joint SAU, then a withdrawal plan needs to be formulated. The earliest this could take place would be for the 2015/2016 school year.
- Bonnie Cyr would like time to go through all of her notes and speak with Mr. Tursi. Bonnie will then bring her findings to the next meeting.

b. Policies – second reading and approval

ACE: This is a new policy according to Mr. Tursi.

Ann Walsh made the motion to approve the ACE policy. The motion was seconded by Brandy Banks. The entire board voted to approve this policy.

BBA-R: Motion to approve this policy was made by Andy Crone. The motion was seconded by Bob Ouellette. Entire board voted to approve this policy.

BBBH-R: Ann Walsh made the motion to approve this policy and Andy Crone seconded the motion. The entire board voted to approve this policy.

Paul Steele asked if the school boards needed to vote for this policy in its individual districts. According to Mr. Tursi, the joint board covers the individual districts.

IHBAA: Ann Walsh made the motion to approve this policy and Andy Crone seconded the motion. The entire board voted to approve this policy.

Facilities: SCHOOL DUDE

The Maintenance and Facility Scheduling Solutions software was introduced by Mr. Tursi and Mr. Adams. The Maintenance and Facility Scheduling Solutions will be referred to as "School Dude".

- This is a cloud-based (web based) suite of programs.
- It is used for: Corrective Maintenance, Preventative Maintenance, Facilities Scheduling, Community Use (school).
- The school needs to only purchase the suites that are needed.
- Currently work orders are placed by e-mail, verbally and notes; SCHOOL DUDE would make work orders more efficient.
- SCHOOL DUDE would route the work orders to the correct person. It helps to coordinate the work orders.
- Teachers or requested person would know exactly when work would be performed.
- All work orders would automatically be logged onto a report that could be printed.
- Annual cost is \$3535.
- Startup cost \$2,834.29.
- Each school board could approve having SCHOOL DUDE for their respective school or both schools could decide to take the program and split the cost of the program.
- Currently the system is in use in Somersworth, Concord and Portsmouth.

BackBay contract

- Current contract with BackBay Networks expires on June 30, 2014.
- BackBay has agreed to give additional support for Power School without any additional cost.
- Last time contract was put out to bid was 2 ½ years ago.
- Mr. Tursi does not recommend putting contract out to bid.
- BackBay works well with the staff.
- BackBay has accommodated the SAU with all requests and they address all concerns immediately.
- BackBay trains their staff based upon SAU 64's requirements.
- Cost of BackBay is already in the 2014/2015 operating budget.
- BackBay is more of a network company than a hardware company.
- Mr. Brown mentioned that he would still like to see the contract go out for bidding.
- It was mentioned by several members that it would not be wise due to time constraints to have bidding for this coming school year.

- The last time bidding was sought, two companies were interviewed. BackBay was knowledgeable and came recommended.
- The cost of using BackBay is included in the Technical Services line item.

Ann Walsh made a motion to accept BackBay for another year. The motion was seconded by Brandy Banks. Board voted: 2 in favor and 7 opposed. Motion FAILED.

Mr. D'Agostino suggested that it would be best to keep BackBay for this 2014/2015 school year and then send out bidding requests for the 2015/2016 school year.

Relf Fogg placed a motion before the board that an RFP be sent out. Motion was seconded by Douglas Shute. Mr. Shute then withdrew his seconding of the motion. Mr. Fogg withdrew his motion for an RFP to be sent out at this time due to the contract expiring June 30, 2014.

The members of the board stated that in the future they would like ample time to view and discuss all contracts in a timely manner.

Paul Steele made a motion that the matter of BackBay could be placed on the October 2014 agenda.

Brandy Banks seconded Mr. Steele's motion. No vote as Mr. Shute made a motion to reconsider.

Mr. Steele then seconded Mr. Shute's motion to reconsider.

A discussion followed. Ultimately it was decided that since companies coming in to bid would need time to do a walkthrough of the facilities. Time would be needed to write a proposal. The board would then need time to consider the proposals. Finally, time would be needed for any equipment and software changes/updating. Based upon the time frame, some board members feel that we could continue with BackBay for the upcoming school year.

A motion was then placed before the board that the BackBay contract be accepted for the upcoming school year. Andy Crone seconded the motion. The entire board voted as follows on this motion:

Cyr – yes, Brown – NO, Fogg – yes, Ouellette – yes, Shute – NO, Banks – yes, Crone – yes, Steer – yes, Walsh – yes.

Public Comment

Mr. Ed Comeau noted that the board was not given a cost analysis regarding the Maintenance and Facility Scheduling Solutions software.

Andy Crone made the motion for the board to enter the Nonpublic Session pursuant to RSA 91-A-311b. The motion was seconded by Bob Ouellette. Entire board voted in favor.

The board returned to the public session at 7:01pm.

Mr. Tursi had a budget item to refer to the board. Currently there we are facing an over budget sum on \$7221. Mr. Tursi would like direction from the board regarding this matter. Currently there is a saving in the Medical line of \$6,500. This could be used to offset the deficit. Mr. Tursi suggested that the joint board meet again soon to view a revised SAU budget. It was decided that the joint board would meet to go over the revised budget and review nominations on May 6, 2014 at 5:30pm at the Nute School in Milton.

The Board also wished all to know that at the conclusion of today's meeting; the meeting venue is completely even for both locations.

Stephen Brown made a motion to adjourn at 7:12pm. Brandy Banks seconded this motion. The entire board voted in favor of adjourning.

Respectfully submitted by,

Beth Seldin

Wakefield School Board Secretary