

**School Administrative Unit #64
Joint School Board Meeting
Wednesday, July 29, 2015
Paul School Bright Beginnings Modular Unit
Public Session**

Wakefield School Board present:

Stephen Brown, Bonnie Cyr, Norma Joy, Bob Ouellette

Milton School Board present:

Tim Long – Chairman of the Joint Board, Brandy Banks, Douglas Shute, Paul Steer, Ann Walsh

Administration:

Michael Tursi – Superintendent of SAU #64, Nathan Castle – Business Administrator, Anne Kebler – Student Services Director

Visitors:

Judy Nason, Lue Snyder

Filming by:

Ed Comeau with governmentoversite.com, Priscilla Colbath with clearviewtv3.com

Tim Long called the meeting to order at 6:00pm. Stephen Brown led everyone in the Pledge of Allegiance.

Public Comment:

None

Minutes of last meeting on April 29, 2015:

Public Minutes:

Ann Walsh made a motion to approve the public minutes of April 29, 2015 as written. Norma Joy seconded this motion. The members votes as follows: Long – yes, Banks – yes, Brown – yes, Cyr – yes, Joy – yes, Ouellette – yes, Shute – yes, Steer – yes, Walsh – yes. (9 – 0 – 0)

Nonpublic minutes:

Brandy Banks made the motion to approve the nonpublic minutes of April 29, 2015 as corrected. Bob Ouellette seconded this motion. The joint board voted as follows: Long – yes, Banks – yes, Brown – yes, Cyr – yes, Joy – yes, Ouellette – yes, Shute – yes, Steer – yes, Walsh – yes. (9 – 0 – 0)

Financial Reports:

Expense Report through June 30, 2015:

- ❖ Some invoices are still coming arriving at the SAU.
- ❖ Custodian line includes overtime pay.
- ❖ The telephone costs should be taken care of by the E-Rate. It is not definite that the entire cost will be covered.
- ❖ The money to cover the shortfalls will come from the fund balance.
- ❖ The E-Rate is revenue for the past year.

Revenue Report through June 30, 2015:

- ❖ The District Apportionment arrived a couple of weeks ago.
- ❖ These reports are always for the month prior.
- ❖ IDEA monies spent are reimbursed.
- ❖ Reports for reimbursements are due 60 days from the close of the fiscal year.

Cash Reconciliation for the General Fund for May 2015 and the Treasurer's Report for May 2015:

- ❖ Uncashed paychecks – Mr. Castle is still trying to discover if this is actually earned money.
- ❖ Vender's uncashed checks from 2004 – Checks should state "Void after 90 days". Some members feel the money from these checks should be returned to the account.
- ❖ Legally payroll checks are not held to the "Void after 90 days".
- ❖ The uncashed payroll checks are taking time as the time sheets need to be researched to see if the employee actually worked the hours on the paycheck.

Ann Walsh made the motion to accept the Treasurer's Report for May 2015. Bonnie Cyr seconded this motion. The members voted their approval as follows: Long – yes, Banks – yes, Brown – yes, Cyr – yes, Joy – yes, Ouellette – yes, Shute – yes, Steer – yes, Walsh – yes. (9 – 0 – 0)

BackBay contract:

Stephen Brown made a motion to have the BackBay contract be placed out to bid. Norma Joy seconded the motion for discussion only.

- ❖ The contract did go out to bid last year.
- ❖ BackBay was the only bidder.

The board voted on the motion as follows: Long – no, Banks – no, Brown – yes, Cyr – no, Joy – no, Ouellette – no, Shute – no, Steer – no, Walsh – no. (1 – 8 – 0)

SAU assets and liabilities list:

Topics for discussion:

1. Cost for professional appraiser
2. How to divide the assets list
3. SAU Web Design (added onto the agenda)
4. How to divide the fund balance

Cost for professional appraiser:

- ❖ Currently this is a new year for the SAU budget.
- ❖ Cost of a professional appraiser will be \$800 to \$1200.

- ❖ Members of Milton's School Board feel that the cost of a professional appraiser should be fully Wakefield's cost as Milton votes did not wish to move forward with the separation of the SAU.
- ❖ It was stated that the cost should be part of Wakefield's Withdrawal plan.
- ❖ Wakefield's board commented that the money should come from both communities as Milton has initiated the withdrawal.

Stephen Brown made the motion to split the cost of the appraiser between Milton and Wakefield. This motion was seconded by Bob Ouellette. The board members voted as follows: Long – no, Banks – no, Brown – yes, Cyr – yes,

Joy – yes, Ouellette – yes, Shute – no, Steer – no, Walsh – no. (4 – 5 – 0)

- ❖ Judy Nason suggested that the cost of the appraiser could come from the SAU surplus funds.
- ❖ Ann Walsh stated that the cost should be Wakefield's responsibility.
- ❖ Stephen Brown stated that he considers it to be beneficial for both communities to have a professional appraiser and therefore the cost should be split.
- ❖ It was stated that the stated motion was voted upon and failed regarding who should be paying for the appraiser.

Division of the assets:

Ann Walsh made the motion to divide the assets along the 57% for Wakefield and 43% for Milton split apportionment. Stephen Brown seconded the motion for discussion.

- ❖ Stephen Brown would like to amend the motion for the division to be the current apportionment at the time of the withdrawal.
- ❖ Apportionment is based on the property tax and the number of students enrolled.
- ❖ The apportionment does fluctuate.
- ❖ Wakefield will be having a new appraisal done for the entire town within the next two years.
- ❖ Paul Steer asked if a percentage average could be used for the division of assets.
- ❖ Mr. Tursi suggested using the following wording: A vote on the apportionment at the time of separation.

Stephen Brown withdrew his second on the motion.

Ann Walsh withdrew her motion.

Ann Walsh made a motion to take a vote on the apportionment of the division of assets of the SAU at the time of the separation. Bonnie Cyr seconded this motion. The board voted as follows: Long – yes, Banks – yes, Brown – no, Cyr – yes, Joy – yes, Ouellette – yes, Shute – no, Steer – yes, Walsh – yes. (7 – 2 – 0)

SAU Web Design:

Stephen Brown made a motion to not expend money to redesign the SAU Website at this time.

- ❖ Bids for the web redesign will be brought to the joint board meeting at the September meeting.
- ❖ Stephen Brown stated that if we are going to withdraw from the SAU in two years, it will be a waste of money to redesign the web page.
- ❖ Norma Joy stated that the SAU web page should be up-to-date. We need to look at the bids and then decided whether to go forward or not with the redesign.

There was no second on Stephen Brown's motion.

Division of the fund balance:

Bonnie Cyr made the motion to divide the fund balance according to the apportionment at the time of separation. Brandy Banks seconded this motion. The board members voted as follows: Long – yes, Banks – yes, Brown – yes, Cyr – yes, Joy – yes, Ouellette – yes, Shute – no, Steer – yes, Walsh – no. (7 – 2 – 0)

Authorization to sign Health Trust documents:

Douglas Shute made the motion to authorize Mr. Tursi and/or Mr. Castle to sign Health Trust documents. Bob Ouellette seconded this motion. The board voted their approval as follows: Long – yes, Banks – yes, Brown – yes, Cyr – yes, Joy – yes, Ouellette – yes, Shute – yes, Steer – yes, Walsh – yes. (9 – 0 – 0)

Brandy Banks made the motion to enter a nonpublic session pursuant to RSA 91-A-3II c, b at 7:10pm. Stephen Brown seconded this motion. The board voted in favor as follows: Long – yes, Banks – yes, Brown – yes, Cyr – yes, Joy – yes, Ouellette – yes, Shute – yes, Steer – yes, Walsh – yes. (9 – 0 – 0)

Nonpublic Session:

While in nonpublic session the board discussed a leave request and nominations.

Stephen Brown made the motion to exit the nonpublic session at 7:20pm. This motion was seconded by Bonnie Cyr. The board voted as follows: Long – yes, Banks – yes, Brown – yes, Cyr – yes, Joy – yes, Ouellette – yes, Shute – yes, Steer – yes, Walsh – yes. (9 – 0 – 0)

Public Session resumed:

- ❖ ESY – Extended School Year – the ESY committee will not have be given a stipend.

Bonnie Cyr made the motion to adjourn this meeting at 7:21pm. Brandy Banks seconded the motion. The board voted to adjourn as follows: Long – yes, Banks – yes, Brown – yes, Cyr – yes, Joy – yes, Ouellette – yes, Shute – yes, Steer – yes, Walsh – yes. (9 – 0 – 0)

Respectfully submitted,
Beth Seldin
Recording secretary