

## SAU #39 Board Meeting

Thursday, December 19<sup>th</sup> 2019

Meeting Minutes- Approved 01 23 2020

## Attendees:

Administrative Team: Adam Steel- Superintendent, and Michele Croteau- SAU #39 Business Administrator.

Amherst School Board: Elizabeth Kuzsma- Chair, Terri Behm- Vice Chair, Ellen Grudzien and Tom Gauthier.

Souhegan Cooperative School Board: Jim Manning- Chair, Laura Taylor- Secretary, Amy Facey and Pim Grondstra.

Mont Vernon School Board: Sarah Lawrence- Chair, Stephen O'Keefe and Tom Driscoll

Board Minutes: Danae A. Marotta

SHS Student Videographer: Shannon Hargreaves

Public: Peter King. MVSD Moderator, Seth Smiley, 20 Holly Hill Drive, Amherst NH, Jeanne Ludt, Amherst NH, Michael J. Campo, CPA, Director, Plodzik & Sanderson, P.A. 193 North Main Street, Concord, NH 03301 and Amherst NH Community Members

## I. Public Hearing- 6:02PM

**Mr. O'Keefe motioned to open the Public Hearing at 6:03PM. Mr. Manning to second the motion. The vote was unanimous, motion passed.**

Ms. Facey then asked members of the public if they would like to speak regarding the FY' 21 Budget.

Mr. Peter King, MVSD Moderator, asked if the budget will be discussed.

Ms. Facey added that it was discussed and they should be voting on the budget and it needs to be prepared for the Deliberative Hearing.

Mr. King noted that there were sizeable increases in the Office of the Superintendent and Technology.

Superintendent Steel replied that regarding Technology, they are moving the Network Administrator position to the SAU budget. Additionally, with the increase of The Office of the Superintendent budget, they have reorganized positions they more than net each other out.

**Mr. Grondstra motioned to close the Public Hearing at 6:05PM. Mr. O'Keefe seconded the motion. The vote was unanimous, motion passed.**

## II. Call to Order

**Chair of the SAU #39 Board, Ms. Amy Facey, called the meeting to order at 6:05PM.**

34 Ms. Facey asked the Board if they had any questions.

35 Mr. Grondstra asked about the apportionment.

36 Mr. Steel replied, yes. The Budget that the SCSB approved the other night assumed this budget.

37 Mr. Driscoll asked about salary line item.

38 Superintendent Steel replied total salaries are roughly 1.4\$ Million.

39 Ms. Facey asked for other questions.

40 **Ms. Grudzien motioned to approve the SAU #39 Budget in the amount of \$2,551,457. Mr.**  
 41 **Gauthier seconded the motion. The vote was unanimous, motion passed.**

42 III. Public Comment I of II -6:09PM

43 Mr. Seth Smiley, 20 Holly Hill Drive, commented that he is disappointed that the last start  
 44 change will not happen until 2021.

45 Mr. Steel added that it will not be earlier than 2021.

46 Mr. Smiley explained that he is advocating to have the later start time for FY' 20. The way that  
 47 it is now lessens their quality of life and it is lessening their educational experience. They are  
 48 paying higher taxes and he is very disappointed. Between 9- and 11 hours of sleep is the  
 49 recommended time for middle school and high school students. They should not be getting up in  
 50 the dark to catch a school bus.

51 He then emphasized that he is willing to help with whatever needs to get done to make this  
 52 happen sooner and welcomed any comments.

53 Mr. Steel replied that they are making changes internally with the AMS schedule and the  
 54 committee is standing by it at this time.

55 Ms. Jeanne Ludt, Amherst NH, asked about bussing as it relates to later start times.

56 Mr. Steel commented on having the most efficient bus possible

57 Ms. Ludt added that it was interesting and there was the option of having their own busses  
 58 independent of the other schools. Souhegan having their own busses is not a realistic option.

59 Mr. Smiley asked about parents' concerns and he is advocating for 2020. He would be happy to  
 60 survey parents to see if they would be willing to pay higher taxes to have an easier time with  
 61 their children in the morning.

62 Ms. Stephanie Grund, 5 Colonel Wilkins Road, added that at the SHS it is different than AMS.

63 Mr. Smiley mentioned that they should survey the children and they would strongly benefit and  
 64 they need that sleep. He is willing to do whatever it takes. This was a discussion 9 years ago.  
 65 Their children are exhausted, with the later start time, the entire community would benefit.

66 The Board thanked Mr. Smiley, Ms. Ludt and Ms. Grund.

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## 68 IV. Individual Board Reports- 6:23PM

69 Chair of the ASB, Ms. Elizabeth Kuzsma, discussed that they have a final approved budget.  
70 They also decided to include \$150,000 for A & E fees into the budget for this year.

71 The Board thanked Ms. Kuzsma.

72 Chair of the MVSB, Ms. Sarah Lawrence, added that they have also been working on the budget  
73 and have one more session before the Public Hearing.

74 Chair of the SCSB, Mr. Jim Manning, discussed that they had a great last meeting and voted on a  
75 budget in the amount of \$18,377,407 for public hearing with a default budget calculation of  
76 \$18,367,151.

77 They will also have a warrant article for Capital Maintenance Fund in the amount of \$100,000  
78 and then a warrant for a PPC agreement. He will not get into the details at this time, but it will be  
79 a great deal for both sides.

80 They also had a lot of people at the meeting to give their input regarding CBE (Competency  
81 Based Learning) and Board Member, Ms. Laura Taylor has done a lot of background work.  
82 Superintendent Steel has also been working with his team for some time now and they had three  
83 motions. He then added that they were all unanimous.

84 *#1 To approve a transitional transcript for the class of 2024 and*  
85 *beyond that includes both a competency-based and a traditional grade for each course and*  
86 *to commit to transitioning to a strictly competency-based transcript over time as colleges*  
87 *become more familiar with competency-based grading practices; and that the class of 2023*  
88 *will continue only the traditional transcript, including weighted GPA's.*

89

90 *#2. To direct the Superintendent to finalize the transitional*  
91 *transcript for the class of 2024 and beyond, which includes conducting a thorough analysis*  
92 *and alignment to SAU 39 OKR's and by seeking input from Community Council, the SAU-*  
93 *wide assessment, grading, and reporting committee, the Souhegan Faculty and*  
94 *Administration, and from the Souhegan Cooperative School Board no later than June 1,*  
95 *2020.*

96

97 *#3 Souhegan should provide semester grades, A, B, C's and mid-semester grades including A, B,*  
98 *Cs for the Class of 2023*

99

100 Mr. Manning remarked that the people from the public were really appreciative to have been  
101 heard. He then added that Community Council is not in favor of the later school start time.

102 The Board thanked Mr. Manning.

103 Ms. Facey discussed that in November the Board completed an evaluation of Superintendent  
104 Steel around 4 criteria, 1. Educational Leader, 2. Operational Manager, 3. Relationship with the  
105 Community and 4. Relationship with the Board. Those results were compiled and averaged. In  
106 all cases he averaged between a three and four.

107 They then offered Mr. Steel a 4-year contract and he has accepted.

108 The Board then thanked Mr. Steel and Ms. Facey.

109 V. Consent Agenda- 6:33PM

110 **Mr. Grondstra motioned to accept the Consent Agenda items 1. Draft Minutes Nov 14th,**  
111 **2019 and 2. Audit Presentation. 9 in favor, motion passed. Mr. Driscoll and Mr. Manning**  
112 **both abstained.**

113 Superintendent Steel noted that the auditor is here to answer any questions that the Board may  
114 have.

115 Mr. Michael J. Campo, CPA, Director, Plodzik & Sanderson, Concord, NH, remarked that he  
116 will run through the audit and answer any questions that the Board may have.

117 They did come in \$30,000 under budget and that was anticipated due to the BA position being  
118 recently filled. Also, page 14 takes three schedules and puts them into one. There is a  
119 Management Discussion analysis on pages 3-7. This element tells what happened and why.

120 He then discussed that they are recommending a Capital Asset Policy for all of the districts. In  
121 general, the financial policies as a whole should be reviewed every three years because of the  
122 terms of the Board Members.

123 Mr. O'Keefe asked about adopting a policy.

124 Mr. Campo discussed that right now there is a lot of gray area.

125 Mr. Driscoll asked if they inventory capital assets.

126 Mr. Campo added that they do know the day to day jobs and responsibilities of the finance  
127 department.

128 Mr. O'Keefe added that it would be a part time if not a full time job.

129 Mr. Steel added that one method that they use is to review purchase orders for larger ticket items.

130 Mr. Campo suggested that Department Directors be in charge of that.

131 Ms. Facey noted that they will add Policy DID on the docket for Policy Committee review.

132 The Board thanked Mr. Campo.

133 VI. Joint Facilities Discussion- 6:44PM

134 Superintendent Steel discussed that the ASD, ASD Ways and Means, SCSB, SCAFC, Town  
135 Liaison and community members all met on Thursday, December 5<sup>th</sup>. It was a great meeting and  
136 there were a few outputs. First, the two districts will decide how to fund a Capital Maintenance  
137 Plan, with less than \$650,000 for this year. Second, the ASB is taking the next step with capital  
138 facilities planning and putting the amount of \$150,000 for A&E fees in the budget.

139 Mr. Driscoll asked what did the ASD do last year.

140 Mr. Steel replied that last year it was a warrant article that did not pass. It is such a priority that  
141 the ASB decided to add it to the budget.

142 Ms. Facey added that it was a very positive meeting and was important that they took a step back  
143 and look at the facilities and warrant articles that are coming out.

144 She then discussed that she would like to set up a committee that moves this effort forward. She  
145 would like this committee to include SAU Staff, Board Members and members of the public.

146 Ms. Grudzien added that she would be interested in serving.

147 Mr. Gauthier also volunteered.

148 Ms. Facey also noted that she will serve for Souhegan.

149 Ms. Lawrence added that she will be happy to help as well.

150 Mr. Steel asked for a MVSB member to speak to their capital maintenance plan.

151 Mr. Driscoll discussed that they always had a small amount but the warrant article stemmed from  
152 the need for a new roof. It has worked very well and the Town of Mont Vernon is very  
153 supportive.

154 Ms. Facey commented that this is really meant to be proactive.

155 Ms. Taylor then volunteered to serve on the committee.

156 Ms. Grudzien asked for a simple flyer with big impact items. She then suggested that they  
157 include the PTA.

158 Ms. Facey added that she has met with members of the SHS PTA and is hoping to get them  
159 involved as well.

160 Mr. Grondstra asked if there is a limit for the amount of board members. He then added that he  
161 will volunteer as well.

162 VII. Public Comment II of II- 6:55PM

163 No Public Comment

164 VIII. Town Master Plan- 6:55PM

165 Ms. Behm discussed that the Town is starting their discussions on the Master Plan and they  
166 asked for Board representation. She added that they are starting in January and want to identify  
167 volunteers for their subcommittee tonight.

168 Ms. Facey asked for the subcommittee categories.

169 Ms. Kuzsma they have 5 different subcommittees with themes which is different than what they  
170 have done in the past.

171 1. Livability

172 2. Character

- 173 3. Infrastructure  
174 4. Business  
175 5. Communications and Engagement

176 Ms. Kuzsma noted that she has an attachment on the descriptions.

177 Ms. Behm added that she was at a Planning Board Meeting last night.

178 Ms. Facey asked for the timeframe.

179 Mr. Gauthier asked if they can have more time.

180 Ms. Behm replied that she believes that they need an SAU representative. She will be happy to  
181 send an email to the Board.

182 Ms. Facey added that she will help coordinate as well.

183 Ms. Behm remarked that their number one priority is infrastructure however it would be nice to  
184 have representation on each Town subcommittee.

185 The Board thanked Ms. Behm.

186 IX. Meeting Adjourned

187 **Mr. Grondstra motioned to adjourn the meeting at 7:01PM. Mr. O'Keefe seconded the**  
188 **motion. The vote was unanimous, motion passed.**

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