

SCHOOL ADMINISTRATIVE UNIT #13  
PUBLIC HEARING AND SCHOOL BOARD MEETING  
TUESDAY, NOVEMBER 12, 2013 - 6:00 PM  
RUTH V. CHICK MEMORIAL LIBRARY, MADISON  
APPROVED MINUTES

Board members attending: Chair Ray O'Brien, Gail Bizer, Bruce Brooks, Jim Curran, Michael Douglass, Wendy Grzesik, Sloane Jarell, Marie Labrie, Lisa Lee, Charlie Pugh, Lisa Remick, Brett Taylor, Jack Waldron

Others attending: Superintendent Lou Goscinski, Special Education Administrator Raina Shearer Chick, Business Administrator Michael O'Neill

CALL TO ORDER: Chair Ray O'Brien called the meeting to order at 6:00 PM with 11 board members present. All present pledged allegiance to the flag.

**PUBLIC HEARING (RSA 194-C: 10) FOR SAU #13 FISCAL YEAR 2014 BUDGET  
(RSA 194-C: 9)**

SAU Board Chair Ray O'Brien began with an overview of the SAU #13 proposed budget for 2014-2015 as outlined in the Notice of Public Hearing. He said the major components of the budget consist of the following functions:

2190, Special Services Support - \$152,900  
2310, School Board Services - \$5,420  
2317, School Board Audit - \$5,000  
2320, Office of the Superintendent - \$200,168  
2521, Office of Business/Finance - \$226,936  
2540, Operation/Maintenance - \$19,798

Ray said total operation expenditures are \$610,222, plus the Consolidated IDEA Grant of \$162,500, totaling \$772,722.

Ray said on the revenue side, the Return of Fund Balance of \$22,500, plus the Consolidated IDEA Grant of \$162,500, totals \$185,000, and the appropriations minus the revenues results in the amount of \$587,722 to be allocated to the districts. Ray explained that the allocation is determined by the 2012 Equalized Valuation of the town and percent, and the percent of the 2013 ADM, or number of days that students go to school. The average of those two percentages result in the percent that is apportioned to the town.

Superintendent Lou Goscinski said this is the same budget we had in the last meeting; this hearing is giving the public an opportunity to provide input. Jim Curran asked if the actual insurance numbers have been received yet. Mike O'Neill said the number came in just before the meeting and the actual percentage for insurance is 7.1%. He said we had estimated 8%, so this results in a reduction of \$2,387 from the budget; the total operational expenditures of \$610,222.77 minus the \$2,387 equals \$607,836. Mike said this would affect the default budget as well: the default budget of \$606,454 minus the \$2,387 equals \$604,067.

Lisa Remick and Gail Bizer arrived at the meeting at this time.

Brett Taylor suggested that before going any further, the board should decide if we're going to keep the \$2,387.

#### PUBLIC HEARING CLOSED

Motion by Jim Curran to close public hearing, seconded by Marie Labrie. The public hearing was closed at 6:24 PM.

The budget was discussed.

- A. Vote to Adopt SAU #13 FY 2014 Budget and Vote to Adopt Apportionments for Each Constituent School District of SAU #13: Motion by Jim Curran to approve total appropriations of \$770,336 with revenue offsets of \$185,000 and total allocation to the districts of \$585,336. Seconded by Charlie Pugh. The motion passed 13-0.

The allocations to the districts are as follows: Freedom, \$156,334; Madison \$202,338; and Tamworth \$226,664.

ADJOURNMENT OF PUBLIC HEARING: 6:45 PM

### **SAU #13 SCHOOL BOARD MEETING**

APPROVAL OF AGENDA: Motion by Jim Curran to approve the agenda, seconded by Sloane Jarell. The motion passed 13-0.

APPROVAL OF MINUTES: 10-15-13 SAU #13 Board Meeting: Motion by Jim Curran to approve the minutes, seconded by Sloane Jarell. There were three corrections. With these corrections, the amended minutes were approved 11-2 with 2 abstentions

PUBLIC INPUT: None

#### CHAIRPERSON'S REPORT:

- A. Calendar
  - 1. Next SAU Board Meeting: 2-11-14 @ 6:00 PM, Freedom Elementary School, 6<sup>th</sup> Grade Classroom.

#### BUSINESS ADMINISTRATOR'S REPORT:

- A. 2013-2014 Budget Expenditure Report: In the board packet. Business Administrator Mike O'Neill said there are no changes or concerns; most things have been encumbered.
- B. FY 12 Audit Final Report: Superintendent Lou Goscinski handed a copy of the audit to Chair Ray O'Brien. He said the audit was received last week, along with a letter stating that the SAU had no outstanding legal bills, and a management letter saying that the SAU had provided the information they had asked for. He said these are standard letters with an audit. He said from his perspective the FY 12 audit is done. Ray O'Brien noted

that we took each and every one of the auditors' suggestions and referenced those in the minutes of the last meeting.

Charlie Pugh asked if now with the completion of the budget Mike O'Neill would have more time to pursue the explanation for the expenditures that were unable to be classified as discussed at the last meeting. Lou Goscinski said we are still working on the Madison and Freedom budgets and we have bids going out for the next audit. He said Madison is looking at going out to bid on some major areas such as transportation. He said with all this going on, and Mike having only 24 hours a week with us, we would prefer to wait and get this information to you in February. Mike O'Neill added that plans are going forward for this. Jim Curran said he would be happy to go through all the documents if Mike could get them to him. Mike said he had the information on a spreadsheet that he could give to Jim. Mike said the main concern is that the amount in question was charged to the correct account.

Motion by Jack Waldron for Mike O'Neill to bring back information for the SAU #13 audit at the February SAU meeting. Seconded by Brett Taylor. The motion passed 13-0. Ray O'Brien said Mike O'Neill and Jim Curran will make a joint presentation.

- C. FY 13 Audit Bid Update: Mike O'Neill read the RFP that he is sending out for bids. He said the deadline for replies is no later than Monday, December 2. He read the list of auditing firms that received the RFP. Jim Curran asked if the SAU will be ready for the audit by December 2. Lou said we will be ready but can't guarantee that the audit report will be in the annual report. He said if necessary he will hand-deliver it.

- D. Management Letter Controls Update:

#### SUPERINTENDENT'S REPORT

- A. Superintendent Evaluation Forms: Superintendent Lou Goscinski said he has looked at evaluation forms provided by the NHSBA and others but that he is comfortable with the forms we have now. He asked the board how they would like to proceed. Jim Curran concurred that the form we have is not bad except that he would like to see if the board would agree to change the 1 to 3 rating to a 1 to 5 or 1 to 10. He said he thought a 1 to 3 was not a fair evaluation.

Motion by Bruce Brooks that the scale on the superintendent's evaluation form be changed from 1 to 3 to 1 to 5, seconded by Wendy Grzesik. The motion passed 13-0.

Jim Curran asked if we should come to the February meeting with the evaluations done. Ray O'Brien said this can be done at individual board meetings, getting it out sometime in December.

- B. Obtaining Student Data from SAU #9 Schools: Lou Goscinski said he was told by Superintendent Carl Nelson that SAU #9 does not have the people power to obtain this information. He said Bartlett hires a councilor to go over to SAU #9 to mine the data. He asked the board if they wanted to collaborate or cooperate to pay someone to provide that service. This led to a discussion of whether the board should first decide on what kinds of information they wanted to see. Charlie Pugh said before we do that he would like to find out what they can do first. He said all we need is access to the data. Lisa Remick cautioned that we might run into confidentiality issues. Charlie Pugh said we each should do this as a district. The board agreed.

Jim Curran brought up the subject of the business office and whether we should go back to a personnel committee or a budget committee because we have to start looking at what we're going to do. This was discussed. Lou Goscinski said he needs to have a full-time Business Administrator and he would like to put something together with Mike O'Neill for the February meeting.

PUBLIC INPUT: None

ADJOURNMENT: Motion by Jim Curran to adjourn, seconded by Bruce Brooks. The motion passed 13-0 and the meeting adjourned at 7:30 PM.

SAU #13 Joint Board Meeting November 12, 2013

Approved Minutes  
Respectfully submitted,

*Patricia Ambrose*

Patricia Ambrose  
Recording Secretary