

1 SCHOOL ADMINISTRATIVE UNIT #13
2 SCHOOL BOARD MEETING
3 TUESDAY, AUGUST 20, 2013 - 6:00 PM
4 FREEDOM ELEMENTARY SCHOOL
5 DRAFT MINUTES
6

7 Board members attending: Chair Ray O'Brien, Bruce Brooks, Todd Desmarais, Wendy Grzesik,
8 Marie Labrie, Charlie Pugh, Brett Taylor, Jack Waldron

9 Others attending: Superintendent Lou Goscinski, Business Administrator Michael O'Neill

10 CALL TO ORDER: Chair Ray O'Brien called the meeting to order at 6:02 PM. All present
11 pledged allegiance to the flag.

12 APPROVAL OF AGENDA: Motion by Jack Waldron to approve the agenda, seconded by Todd.
13 Desmarais. The motion passed 8-0.
14

15 APPROVAL OF MINUTES: 5-21-13 SAU #13 Board Meeting: Motion by Charlie, Pugh to
16 approve the minutes of 5-21-13, seconded by Todd Desmarais. The motion passed 7-1 with 1
17 abstention.
18

19 PUBLIC INPUT: None
20

21 CHAIRPERSON'S REPORT:

22
23 A. Calendar

- 24
25 1. Next SAU Board Meeting: 10-15-13 @ 6:00 PM (Tamworth)
26
27 2. Future Meeting Dates: 11-12-13 @6:00 PM – SAU #13 Budget Hearing (Madison)
28
29 - Set Other Dates: Discussion.
30

31 Motion by Wendy Grzesik to approve future SAU board meeting dates of
32 February 11, 2014, 6:00 PM at Freedom; and April 15, 2014, 6:00 PM at
33 Tamworth. Seconded by Charlie Pugh. The motion passed 8-0.
34

- 35 3. Update on Cooperative School District: Update by Ray O'Brien. Ray told the board
36 that everyone was busy in June and that he had just e-mailed Karl Ogren regarding
37 holding a meeting at Camp Calumet to begin setting some things in motion; he said
38 he hoped this study wouldn't take three years. Charlie Pugh questioned whether or
39 how the proposed move of the 6th grade by Conway would affect Freedom and said
40 we will have to look at the agreement. Superintendent Lou Goscinski said the public
41 will want to know who is on the Cooperative School District Committee: Jane
42 Davidson, Todd Desmarais, Kirsten Grieb, Cheryl Littlefield, Ray O'Brien, Karl
43 Ogren, Lori Palmer, and Jack Waldron, with more to be added.
44
45
46
47

48 FINANCE MANAGER'S REPORT:

- 49
- 50 A. 2012-2013 Budget Expenditure & Revenue Reports: Mike O'Neill said page 3 shows a
- 51 \$20,000 Kuno encumbrance on the equipment line, with an overall negative balance of
- 52 (\$1,621.91). He pointed out a projected budget balance of \$9,809. He said indirect costs
- 53 were \$17,914 with a fund balance increase of \$27,723. He said the fund balance
- 54 projection is \$71,984 but we can keep only \$50,000 of that. Ray O'Brien commented that
- 55 we redistributed \$22,000 back to the districts. Mike said a good goal to have is returning
- 56 \$20,000 each year. Charlie Pugh asked if he was banking on using indirect costs, and
- 57 Mike said that's where it comes from most years. This was discussed by the board.
- 58
- 59 B. 2013-2014 Budget Expenditure & Revenue Reports: Mike said we needed to move some
- 60 money around because of positions that have been shifted. He said we are showing a
- 61 positive balance of \$48,928. He said all employee and benefit costs have been
- 62 encumbered at this point. He told the board that we also have a premium holiday for
- 63 dental, health care, and worker's comp, and we have additional revenue/expense offsets
- 64 of \$6,803. He said a portion of the dental and the health will go back to the employees.
- 65
- 66 C. FY 12 & 13 Audits: Status Report. Mike O'Neill reported that auditor Greg Colby is on a
- 67 permanent leave of absence and his duties have been assumed by another partner. He
- 68 said the only things the auditors are missing are the board questionnaires from the SAU,
- 69 Madison, and Tamworth. He said those questionnaires were handed out to the board
- 70 chairs at the SAU meeting in the spring but they somehow didn't get to the auditors. Lou
- 71 Goscinski said he asked the auditors if we could close the books and get this behind us.
- 72 He said their estimate in August was that it would take two weeks to complete. Lou said
- 73 his goal was to get this done for the annual report. Jack Waldron raised the question of
- 74 looking at other auditing firms, but Lou Goscinski said he thought for this year we need
- 75 to stay with this group. Mike O'Neill added that there will be some changes over there
- 76 and let's look at it after one more year.
- 77

78 SUPERINTENDENT'S REPORT

- 79
- 80 A. SAU #13 Professional Development Committee: Board Volunteer. The
- 81 superintendent said we are looking for one board volunteer for the Professional
- 82 Development Committee which is chaired by Raina Chick. He said the state requires
- 83 4 to 6 meetings a year. He said in mid-September the committee will be working with
- 84 staff among the three districts, as well as principals and some parents. He said the
- 85 meetings will be held after school, around 3:30 PM. Marie Labrie said she would be
- 86 willing to serve as the board representative. Charlie Pugh asked if the committee will
- 87 plan it out or make recommendations. Lou said they will plan it out as much as
- 88 possible.
- 89
- 90 B. 2013 Summer Enrichment Report: The report from Raina Chick was in the board
- 91 packet as an FYI for the board. There were no questions.
- 92
- 93 C. Technology Update: Lou Goscinski gave a brief update, saying that Tamworth held a
- 94 special district meeting and voters decided to move forward. He said the tablets have
- 95 started to arrive and will be given to teachers on August 27 for a two-day workshop to
- 96 which board members are invited to attend. He said on the 27th we will start at
- 97 breakfast and finish about 3:30 PM, but the 28th will be a shorter day so teachers can

98 get ready for school. He said this is the largest training that Curriculum Loft has
99 taken on, but it is all set up and will include Charlie McNevech as integration
100 specialist, Dan from Rastech, Madison tech folks, principals, teachers, para
101 educators, and parents. He said in September at the open houses we will have
102 parents come in and discuss the initiative and they will sign acceptable use form. He
103 said in Madison there will be two open houses with one just for this. He said kids will
104 get training on how to take care of the tablets. He said Curriculum Loft is sending
105 three trainers for August, and they will be available for meetings, by phone, and at
106 the tech center. The superintendent said he and Principal Karin Schroeder will be on
107 the Mt. Washington radio station on Thursday night at 5:00 PM. He said we have
108 principals in all three schools collaborating with principals in North Carolina and
109 Texas, and the three superintendents will take part in a national conference in
110 February.

111

112 SCHOOL BOARD BUSINESS

113 A. Preliminary SAU #13 Budget Projection: There was a discussion of the budget which was
114 in the board packet. Mike O'Neill said there were not a lot of changes in the accounts but
115 some things were shifted around. He noted an increase in the stipend amount for health
116 insurance and for conferences. He said FICA went up and retirement is up; staff
117 development is left at \$3,000. He said there were increases in worker's comp and
118 unemployment; dues increased slightly. Regarding the office lease, Mike said it appears
119 that we owe three or four months of rent. Lou Goscinski said he wanted to show the
120 board potential salary increases for the 2014-2015 school year. He said looking at the
121 average salary increases across the SAU, he had two scenarios: a 2.5% increase or a 1.5%
122 increase for staff, and he was recommending 2.5% with further discussion to be held in
123 October. Ray O'Brien noted that this is a preliminary budget which will be more precise
124 later. Mike O'Neill added that we are well ahead of where we need to be. Lou Goscinski
125 said he will put his recommendations in for the October meeting.

126 PUBLIC INPUT: None.

127 NON-PUBLIC SESSION: Motion by Wendy Grzesik to move to non-public session pursuant to
128 RSA 91-A: 3, II (a), (b) & (c), seconded by Charlie Pugh. At 7:02 PM on a roll call vote the board
129 entered non-public session:

130 Todd Desmarais – Aye
131 Michael Douglass – Aye
132 Marie Labrie - Aye
133 Ray O'Brien – Aye
134 Charlie Pugh – Aye
135 Brett Taylor – Aye
136 Jack Waldron – Aye

137

138 The Ayes have it.

139

140 A. Personnel Matters: Personnel matters were discussed. Ray O'Brien suggested that
141 Superintendent Goscinski make a list of the board's concerns for a future meeting.

142

143 Board member Lisa Lee arrived at the meeting at 7:05 PM. Any motions prior to this
144 time did not include her vote.

145
146 1. Superintendent contract: Business Administrator Mike O'Neill and Superintendent
147 Lou Goscinski recused themselves from the meeting.

148
149 Board member Gail Bizer arrived at the meeting at 7:23 PM. Any motions prior to
150 this time did not include her vote.

151
152 Motion by Bruce Brooks to return to public session, seconded by Todd Desmarais. At
153 7:33 PM the board returned to public session.

154 ACTION AS A RESULT OF NON-PUBLIC: Ray O'Brien announced that the board had moved to
155 approve a one-year contract for Business Administrator Michael O'Neill and a three-year
156 contract for Superintendent Lou Goscinski; both retroactive to July 1, 20013.

157 ADJOURNMENT Motion by Lisa Lee to adjourn the meeting, seconded by Todd Desmarais. The
158 meeting adjourned at 7:40 PM.

159
160 SAU #13 Joint Board Meeting August 20, 2013

161
162 Draft Minutes
163 Respectfully submitted,

164
165 Patricia Ambrose
166 Recording Secretary, Public and Non-Public Minutes