

SCHOOL ADMINISTRATIVE UNIT #13
SCHOOL BOARD MEETING
TUESDAY AUGUST 19, 2014 – 6:00 PM
MADISON ELEMENTARY SCHOOL
RUTH V. CHICK MEMORIAL LIBRARY
APPROVED MINUTES

Board members attending: Chair Ray O'Brien, Todd Desmarais, Wendy Grzesik, Sloane Jarell, Charlie Pugh, Dennis Quinn, Jen Viger, Jack Waldron

Others attending: Superintendent Lou Goscinski, Student Services Director Raina Shearer Chick, Finance Manager Michael O'Neill

CALL TO ORDER: Chair Ray O'Brien called the meeting to order at 6:08 PM with 8 board members present. All present pledged allegiance to the flag.

APPROVAL OF AGENDA: Motion by Sloane Jarell to approve the agenda, seconded by Wendy Grzesik. The motion passed 8-0.

APPROVAL OF MINUTES: 6-10-14: Motion by Sloane Jarell to approve the minutes of 6-10-14, seconded by Wendy Grzesik. The motion passed 7-0-1 with one abstention.

GENERAL ITEMS

- A. MEETING WITH INDEPENDENT AUDITOR: Ray O'Brien summarized: yesterday each school board chair and the SAU board chair sat down with the auditor to discuss what we need to do. He said with Finance Manager Mike O'Neill's help over a concentrated period of time things look like they could get done pretty quickly. Ray said the SAU office staff are fully capable of getting this going and the auditor seems to be willing to help in any way that is not encroaching on his ethics. Mike O'Neill added that we had significant problems with things that the previous auditor would just carry forward from 4 or 5 years ago, but he said now that he and lead accountant Susan Wheeler have been able to dig through every piece of it we will be able to get correct beginning balances; this will result in adjustments in every single district. He said next week the auditors will help us wrap up 2013 and we will absolutely have some preliminary numbers for 2014. He said the goal is to get 2013 done and the tax rate set and then 2014; his project next week is MS 25s, 20-page forms which he will work on with Susan Wheeler. He said the goal is to get trial balances by September 30.

NON-PUBLIC SESSION: Motion by Sloane Jarell to move into non-public session pursuant to RSA 91-A: 3, II (a), (b), (c), & (e), seconded by Wendy Grzesik. On a roll call vote, the board moved into non-public session at 6:20 PM.

Todd Desmarais – Aye
Wendy Grzesik – Aye
Sloane Jarell – Aye
Ray O'Brien - Aye
Charlie Pugh – Aye
Dennis Quinn – Aye
Jen Viger – Aye

Jack Waldron - Aye

The Ayes have it.

- A. Personnel Matters: Superintendent Goscinski announced the resignation of Finance Manager Michael O'Neill as of September 30, 2014.

Motion by Jack Waldron to accept with regret the resignation of Michael O'Neill, seconded by Sloane Jarell. The motion passed 8-0.

- B. Pending Claim: A pending claim was discussed.

Motion by Sloane Jarell to move out of non-public session, seconded by Wendy Grzesik. On a roll call vote the board moved out of non-public session at 6:23 PM.

Todd Desmarais – Aye

Wendy Grzesik – Aye

Sloane Jarell – Aye

Ray O'Brien - Aye

Charlie Pugh – Aye

Dennis Quinn – Aye

Jen Viger – Aye

Jack Waldron - Aye

The Ayes have it.

ACTION AS A RESULT OF NON-PUBLIC SESSION:

1. Superintendent Goscinski announced that the board accepted with regret the resignation of Michael O'Neill.
2. The superintendent updated the board regarding a claim; the claim was unfounded.

PUBLIC INPUT: None.

CHAIRPERSON'S REPORT

A. Calendar

1. Next SAU Joint Board Meeting: 10-14-14 (Freedom) @ 6:00 PM

B. Future Meetings

1. 11-18-14 (Tamworth) @ 6:00 PM (**Note: Public Hearing on 2015-2016 Budget**)

- C. SAU #13 Cooperative Planning Committee: Covered at the previous meeting. The committee report will be written in September.

FINANCE MANAGER'S REPORT:

- A. Projected Fund Equity Balance: Mike O'Neill pointed out that the original fund balance of \$63,870.93 for June 30, 2012 has been adjusted by \$25,861.97 because of an

overstatement of expenses for June 2012, resulting in an adjusted June 30 2013 fund balance of \$89,732.90. Revenues for 2012-2013 were \$623,534 and expenditures were \$585,248.80, with a fund balance of \$128,008.10, minus the \$20,000 that the SAU board voted to put toward the Digital Learning Initiative, resulting in a June 30, 2013 fund balance remaining of \$108,008.10. Revenues for 2013-2014 were \$591,329.11 and expenditures were \$576,489.30, with a resulting fund balance as of June 30, 2014 of \$122,841.91. Deducting \$22,500, which was the amount approved to be used to offset FY 2015 appropriations, the remaining fund balance available at June 30, 2014 is \$100,347.91. The fund balance available without an appropriation issue is \$42,035.90, which is the amount that could be spent from fund balance without the need for a special or deficit appropriation. A discussion ensued about the use of surplus funds, with Ray O'Brien pointing out that if we spend money we need to be transparent about that.

- B. 2014-2015 Expenditure Report: In the board packet. Mike O'Neill explained that all salary, benefits, and employments costs have been fully encumbered but FICA needs to come out of some of these things.

SUPERINTENDENT'S REPORT

- A. Calendar of School Districts and SAU Meetings: The superintendent presented a master calendar for all meetings throughout the 2014-2015 school year.
- B. Plan to Replace Business Administrator: This was discussed.
- C. Business Administrator Search Committee: The superintendent pointed out that there is a critical shortage of qualified applicants.

Motion by Jack Waldron to authorize Superintendent Lou Goscinski to search for a business administrator within the recommended budget parameters presented. Seconded by Dennis Quinn. The motion passed 8-0.

Lou Goscinski said he would like to have the four board chairs on a search committee along with Lead Accountant Susan Wheeler and Payroll Clerk Mike Wade.

SCHOOL BOARD BUSINESS

Old Business

- A. Sharing Information with RFCS: Covered in the last meeting.

New Business

- A. SAU #13 Preschool Billing: Student Services Director Raina Chick discussed preschool billing which was summarized in the board packet. She said we are providing a preschool program able to serve children with significant disabilities in a setting that is inclusive which is required under the law. She said the money is initially raised by the Freedom School District. Tuition is based on the number of students with disabilities from Madison, Tamworth, and Freedom. She said we were looking for a way to bill out the tuition in a way that was more equitable, so we decided on quarterly rather than at the end of the year. There was a discussion about charging per ADM, or average daily

membership, or per diem, but Raina said we are trying to avoid charging per diem for various reasons. Ray O'Brien suggested looking at this issue again in a year and the board agreed that this would be a good idea.

Motion by Todd Desmarais to adjust the preschool billing to reflect quarterly billing rather than yearly, seconded by Jack Waldron. The motion passed 8-0.

- B. SAU #13 Preliminary Budget Projection: In the board packet. Lou Goscinski explained that this is a very preliminary budget. Mike O'Neill explained some of the increases and decreases. He said the major changes are in things like salaries, health insurance, and unemployment.

PUBLIC INPUT: Mike O'Neill said he has signed up for a reduced rate in electricity. Lou Goscinski said he hoped everyone had a chance to look at the Lyman information on fuel oil which he had sent out to everyone as soon as he could.

ADJOURNMENT: Motion by Sloane Jarell to adjourn, seconded by Wendy Grzesik. The motion passed 8-0 and the meeting adjourned at 7:30 PM.

SAU #13 Joint Board Meeting
Approved Minutes

Respectfully submitted,

Patricia Ambrose

Patricia Ambrose
Recording Secretary