

1 SAU #13 JOINT BOARD MEETING  
2 APPROVED MINUTES  
3 OCTOBER 16, 2012, 6:00 PM  
4 FREEDOM ELEMENTARY SCHOOL  
5

6 Board members attending: Chairperson Ray O'Brien, Bruce Brooks, Jim Curran, Todd  
7 Desmarais, Wendy Grzesik, Carolyn Hemingway, Brandon Knox, Charlie Pugh, Jack Waldron

8 Others attending: Superintendent Lou Goscinski, Student Services Director Raina Shearer  
9 Chick, Mike O'Neill, MRI

10 CALL TO ORDER: PUBLIC SESSION BEGINS: Chairperson Ray O'Brien called the meeting to  
11 order at 6:05 PM. All present pledged allegiance to the flag.

12 APPROVAL OF AGENDA: Ray O'Brien said he might want to move the non-public session up,  
13 but we will see as we go along. Jim Curran moved to approve the agenda, seconded by Todd  
14 Desmarais. The motion passed unanimously.

15 APPROVAL OF MINUTES: 8/21/12 SAU #13 Joint Board Meeting: Motion by Charlie Pugh to  
16 approve the minutes of August 21, seconded by Bruce Brooks. The motion passed with Jim  
17 Curran abstaining, as he was not present at that meeting. The minutes were approved and  
18 accepted.

19 PUBLIC INPUT: None.

20 GENERAL ITEMS:

- 21 A. Other Matters: Brandon Knox said he had no interest in running again for the school  
22 board because there are too many meetings. He said he thought there should be just one  
23 school board meeting a month, and possibly three or four joint board meetings per year.  
24 Ray O'Brien noted that meetings are in sequence right now because of budgets. He said  
25 once we are good to go, we are done. Superintendent Lou Goscinski said the next  
26 scheduled SAU joint board meeting is December 18<sup>th</sup>, and he said he did not think it was  
27 a requirement for each board member to come to every single meeting. Charlie Pugh  
28 spoke of an RSA that says that SAU meetings could be organized so they could be shared.  
29 Todd Desmarais said there may be a lot now because we are coming out of chaos, but we  
30 are running more smoothly now. There was a discussion about two more board members  
31 coming on and how their terms will be staggered. Brandon said he would be good for a  
32 one-year term only.  
33

34 CHAIRPERSON'S REPORT:

- 35 A. Calendar  
36 1. Set Next SAU #13 Board Meeting: December 18, 2012, 6:00 PM, in Madison.  
37

38 2. Review Future Meetings: There is another SAU meeting scheduled for Tuesday,  
39 November 13, in Madison at 6:00 PM, following by a budget hearing. Wendy Grzesik  
40 brought up the possibility of cancelling the December meeting. Jim Curran requested  
41 that all meetings be put on Google Calendar. Charlie Pugh suggested cancelling all  
42 SAU meetings after the November meeting, till April. These suggestions will be  
43 discussed further in non-public.  
44

45 B. Other Matters: None.  
46

47 SPECIAL EDUCATION ADMINISTRATOR'S REPORT: Nothing at the SAU level.

48 A. Other Matters: None.  
49

#### 50 FINANCE MANAGER'S REPORT

51 A. FY 11 & 12 Audit Status Report: Mike O'Neill said the FY 11 field work is complete and he  
52 is just awaiting the report. He said the FY 12 audit has been scheduled for November 12.  
53

54 B. MS. 24 & 25 Forms: Mike said all forms are complete, signed, and delivered to the state.  
55 He said unfortunately the state is in the middle of a snafu due to a state form, MS 1,  
56 which is unable to be read, so they have not been able to set any tax rates yet.  
57

58 C. 2012-2013 Budget Expenditure and Revenue Reports: Mike explained that the budget  
59 adjustment column on the expenditure report shows a zero balance because the report  
60 was run without object code 232 and 300 being selected to be part of the report. He said  
61 we had the same problem with the budget report, which we will discuss later in the  
62 meeting. He said, however, it doesn't affect the bottom line of the spending, and overall  
63 we are in a favorable position. He said he sees \$15,000 that does not need to be spent  
64 anywhere.  
65

66 D. School Care Premium Holiday: This is in the backup information. Mike said the exact  
67 calculation and determination has not been set yet, but this will offset medical costs and  
68 we will also have reduced rates next year.  
69

70 E. Other Matters: None.  
71

#### 72 SUPERINTENDENT'S REPORT

73 A. Superintendent's Workload: Superintendent Lou Goscinski said he will have a master  
74 calendar after the Tamworth meeting Thursday night, so people will understand the  
75 workload. He agreed with the previous discussion that it will be helpful not to meet so  
76 much as an SAU. He said we will discuss this further in non-public. Todd Desmarais  
77 noted that the superintendent came in here with a huge task and we didn't expect

78 everything to be perfect. Other board members agreed. They noted that communications  
79 and information are all much better. Ray O'Brien said in addition we get something in  
80 advance of the meeting.

81  
82 Carolyn Hemingway brought up the subject of a cooperative school district and asked  
83 whether this should be put on a warrant article. There was a discussion of cooperative  
84 school districts, and Raina Chick noted that in a cooperative school district, each district  
85 would still retain autonomy. She added that a cooperative is a great benefit for special  
86 education and other shared services. Ray O'Brien said the study committee would have  
87 to bring these things forward, and asked if this is the body that should propose a study  
88 committee. Jim Curran said there is still the potential that there will be a warrant for  
89 withdrawal from SAU #13, even if it's not put up by school board. He said you could have  
90 two things on the same warrant: withdrawal and cooperative. He said a cooperative  
91 would be easier to manage and there would be fewer meetings. Jack Waldron said the  
92 cooperative would take ownership of all the school buildings, but Charlie Pugh said there  
93 might be a way to lease the buildings. Todd Desmarais said if we could find our way  
94 around that, he would be for it. Board members agreed that it sounded like a good plan  
95 to look into a cooperative, but Bruce Brooks cautioned that this has been proposed  
96 before without success. However, he said, with a few years left to go on the tuition  
97 agreement with Conway, it's not too early to start thinking about this.

- 98  
99 B. Insurance Coverage Recommendations: Superintendent Goscinski said last time we  
100 discussed the possibility of increasing our \$50,000 insurance coverage for things like  
101 data compromise. He said he met with Chalmers Insurance to discuss this and said if  
102 there was any increase it would be split across the three districts. He asked the board if  
103 they were interested in additional coverage for data compromise. Jim Curran asked if  
104 there is any research that shows what a typical claim is and whether the \$50,000  
105 coverage is per incident. After discussion Lou Goscinski said it sounded like he needs to  
106 get some more information on this. No motion was made. There was a discussion of  
107 School Leaders' liability insurance.

108 Motion by Jim Curran to change the deductible for School Leaders' liability insurance  
109 from \$10,000 to 2,500, with an additional premium of \$481. Seconded by Todd  
110 Desmarais. The motion passed unanimously.

- 111 C. Other Matters: None

112  
113 SCHOOL BOARD BUSINESS

114 *Old Business*

- 115 A. Policy DFAA Use of Surplus Funds: Second Reading: Jim Curran moved to adopt Policy  
116 DFAA as previously amended, seconded by Todd Desmarais. The motion passed  
117 unanimously.

119 B. Other Matters: None.

120  
121 *New Business*

122  
123 A. Review Draft #1 of SAU 13-14 Budget: Mike O'Neill handed out a draft of the proposed  
124 FY 14 Budget as well as an unaudited Fund Balance sheet. Mike said as explained earlier  
125 in the meeting, the report was run without two lines. He noted that the updated total on  
126 the bottom line is \$620,661. He said based on the policy just adopted, at least \$17,608  
127 has to be returned. Mike went through the budget line by line, explaining increases  
128 where noted. He said most of the things on the first page are salary and benefits for the  
129 special education director. He noted the 60 % allocation of services for the  
130 administrative assistant. He noted that the superintendent is under a two-year  
131 agreement and the salary is consistent. Lou Goscinski said in regard to mentor wages, he  
132 is trying to forecast for the next fiscal year, 2015. He said there has to be some money in  
133 the budget to plan ahead and he is just looking at this as a placeholder. Charlie Pugh said  
134 we should find a better name than mentor wages. Lou said he would like to say  
135 consulting. Lou said this budget includes bringing Linda back, with Mike Wade at 31.2  
136 hours and Linda at 20 hours a week. He said it would be another \$3,200 if you wanted  
137 her for 25 hours a week allocated across several lines, such as FICA etc., and he said he  
138 thought we were recommending 25. He offered to cut something else out of the  
139 equipment line if necessary.

140  
141 Mike O'Neill said the default budget would be around \$608,214, as a quick calculation.  
142 Lou said one of the problems is that we're developing the budget now when we've only  
143 had some insights for a few months. Mike said the overall office of business and finance  
144 went from \$185,843 to \$208,663, mainly due to shifting of staffing. Mike said he  
145 recommended taking something out of the telephone line, which is high due to high  
146 charges in years past, to reduce this budget. Wendy Grzesik suggested purchasing two  
147 cell phones for superintendent and student services director, and if the staff changes, the  
148 phone would stay. There was a discussion of the cost. Jim Curran recommended buying  
149 two Smart phones with e-mail and unlimited coverage.

150  
151 Jim Curran said to go below \$50,000 fund balance at this point is not smart. He said just  
152 six months ago we were cash poor, and if we go below \$50,000 how much more cash  
153 poor are we going to be at the end of the year? He said we need to turn back \$17,608 at  
154 least. He said we will have an accurate fund balance once the FY 12 audit is complete.  
155 Lou said the proposed budget is 3.1% higher than what it was last year. Last year it was  
156 \$604,000, so we're up \$20,000 over last year, and half of that is due to cost increases  
157 out of our control. Bruce Brooks said we're starting to see the light at the end of the  
158 tunnel; the salvation for us is that next year we won't have to pay lease or rent, so next  
159 year's budget in theory can be level. Lou said we can take \$11,500 out right now. Charlie  
160 Pugh cautioned about short-changing yourself. Jim Curran said if the joint board is  
161 unified in presenting the budget to the towns, and there is consensus that things are  
162 getting better, that they are working, we can get it passed. Lou said he didn't want to  
163 commit to 3.1 increase; he'd like to get it under 2%. Jim said if Lou could make his office

164 work, he thought this board would support it. Ray said next time we'll look at some  
165 different numbers; we are moving in the right direction. Lou said we will come back at  
166 around 1.5% and we will make certain the numbers are accurate in the next packet. He  
167 said we will meet on the November 13, and if the board approves that in rough times we  
168 can tap into that \$50,000, we can make it work.

169  
170 B. Other Matters: None.

171 PUBLIC INPUT: None

172 NON-PUBLIC SESSION: RSA 91-A: 3 II (a), (b), (c) and RS 91-A 3 I (e) Bruce Brooks moved to  
173 go into non-public session, seconded by Todd Desmarais. On a roll call vote, the board entered  
174 non-public session at 8:09 PM.

175 Ray O'Brien – Aye  
176 Bruce Brooks – Aye  
177 Jim Curran – Aye  
178 Todd Desmarais – Aye  
179 Wendy Grzesik – Aye  
180 Carolyn Hemingway – Aye  
181 Brandon Knox – Aye  
182 Charlie Pugh – Aye  
183 Jack Waldron – Aye

184  
185 The Ayes have it.

186  
187 A. Legal Matter: Update:

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189 B. Personnel Matters:

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191 C. Other Matters: None.

192 ACTION AS A RESULT OF NON-PUBLIC SESSION:

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194

195 SAU #13 Joint Board Meeting  
196 October 16, 2012  
197 Approved Minutes  
198 Respectfully submitted,

199

200 Patricia Ambrose  
201 Recording Secretary

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