

1 SCHOOL ADMINISTRATIVE UNIT #13  
2 SCHOOL BOARD MEETING  
3 TUESDAY, JUNE 21, 2016 – 7:00 PM  
4 MADISON ELEMENTARY SCHOOL  
5 DRAFT MINUTES  
6

7 Board members attending: Jim Curran, Wendy Grzesik, Cheryl Littlefield, Annie Rae Marques,  
8 Dennis Quinn, Helen Steele, Jen Viger, Jack Waldron  
9

10 Others attending: Superintendent Lou Goscinski, Student Services Director Raina Shearer  
11 Chick, Business Administrator Chuck Bates  
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13 CALL TO ORDER: Chair Jack Waldron called the meeting to order at 7:05 PM. Motion by Jim  
14 Curran to accept Wendy Grzesik's attendance by telephone, seconded by Cheryl Littlefield. The  
15 motion passed unanimously.

16 WELCOME AND INTRODUCTIONS: New Freedom board member Annie Rae Marques was  
17 introduced to the board. Kathi Padgett, a new Tamworth board member, was not present.

18 APPROVAL OF AGENDA: Motion by Jim Curran to approve the agenda, seconded by Dennis  
19 Quinn. Superintendent Lou Goscinski said staff nominations will be moved to non-public  
20 session. With this change the amended agenda was approved unanimously.

21 APPROVAL OF MINUTES

- 22 1. SAU #13 Board Meeting 3-22-16 (Freedom): Motion by Jim Curran to approve the  
23 minutes of 3-22-16, seconded by Cheryl Littlefield. The motion passed 4-0-4 with 4  
24 abstentions.

25 CONSENT AGENDA Motion by Cheryl Littlefield to approve the Consent Agenda, seconded by  
26 Jim Curran. The motion passed unanimously.

- 27 A. Board Officers & Committee Assignments Sheet

28 CHAIRPERSON'S REPORT

- 29 A. Calendar

- 30  
31 1. Next SAU 13 Joint School Board Meeting: 8-16-16 @ 7:00 PM, K.A. Brett School  
32 Library, Tamworth.

33 BUSINESS ADMINISTRATOR'S REPORT

- 34 A. FY 16 Budget Expenditure Report: Business Administrator Chuck Bates said our bottom  
35 line of \$670,724.14 is still about same as last time and said it is a positive budget balance  
36 and we are running below the expenditure plan.  
37

- 38 B. Fund Balance Projection: Chuck reviewed the fund balance projection that was in the  
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40 board packet. He said the fund balance as of the FY 2015 audit was \$48,444. The  
41 beginning of FY 2016 fund balance is \$5,444. With adjustments for revenues and  
42 expenditures, the projected fund balance remaining on June 30, 2016 is \$30,470.01.  
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44 C. Risk Management: Chuck said he had attended a couple of workshops on risk  
45 management sponsored by Primex and NHASBO (NH Association of School Business  
46 Officials). He said some areas of concern were discussed and as a result he had  
47 determined that we might want to make some changes to reduce our exposure. He said  
48 during policy review we will discuss these issues.  
49

50 D. Upcoming Audit Timeline & History of Completion of Audits: Chuck provided the board  
51 with a brief history of audit completion for SAU 13. He said FY 2015 was the fastest  
52 audit turnaround time in the last 8 years. He discussed the timeline for the FY 2016  
53 audit and said he expected the final audit letter before Christmas.

#### 54 SUPERINTENDENT'S REPORT

- 55 A. 2016-2017 SAU 13 Meeting Calendar: The calendar was discussed and the decision was  
56 made to remove the SAU 13 joint board meeting in January.  
57 B. SAU 13 Budget Timeline: Reviewed and discussed.  
58 C. Use of Surplus Funds, Policy DFAA: FYI: There will be more discussions on this in  
59 August.

#### 60 SCHOOL BOARD BUSINESS

- 61 A. SAU #13 Joint Board Representative to SAU #9 Budget Committee: Discussed. No  
62 representative was named.  
63  
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65 RECESS DECLARED: Chair Jack Waldron declared a recess in the board meeting at 7:30 PM.  
66

67 RETURN TO PUBLIC SESSION: Chair Jack Waldron recalled the meeting to order at 7:44 PM.  
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69 PUBLIC INPUT: None.  
70

71 NON-PUBLIC SESSION: Board member Wendy Grzesik was present in person for the non-  
72 public session. Motion by Jim Curran to enter non-public session pursuant to RSA 91-A: 3, II  
73 (a), (b), & (c), seconded by Dennis Quinn. The motion passed unanimously and on a roll call  
74 vote the board entered non-public session at 7:45 PM:  
75

76 Jim Curran – Aye  
77 Wendy Grzesik – Aye  
78 Cheryl Littlefield – Aye  
79 Annie Rae Marques – Aye  
80 Dennis Quinn – Aye  
81 Helen Steele – Aye  
82 Jen Viger – Aye  
83 Jack Waldron – Aye  
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85 The Ayes have it.

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A. Personnel Matters

1. Resignation: Superintendent Lou Goscinski announced that he had received a letter of resignation from Student Services Director Raina Chick, effective August 31, 2016.

Motion by Helen Steele to accept with regret the resignation of Raina Chick effective August 31, 2016, seconded by Jim Curran. The motion passed unanimously.

2. The superintendent said he would like to propose hiring an Interim Student Services Director as .8 FTE, four days a week, from September 1, 2016 to June 30, 2017. He nominated Maria Dreyer for this position.

Motion by Jim Curran to approve the superintendent's nomination of Maria Dreyer as the Interim Student Services Director from September 1, 2016 to June 30, 2017 as .8 FTE, four days a week, for a salary of approximately \$60,000. Seconded by Cheryl Littlefield. The motion passed unanimously.

3. The superintendent nominated central SAU office staff as follows:

Raina S. Chick, Director of Student Services  
Maria Dreyer, Interim Director of Student Services  
Carol Pike, Administrative Assistant  
Susan Wheeler, Lead Accountant  
Michael Wade, Payroll Clerk  
Linda Carey, Office Receptionist/Assistant  
Chuck Bates, Business Administrator

RETURN TO PUBLIC SESSION: Motion by Jim Curran to come out of non-public session, seconded by Cheryl Littlefield. The motion passed unanimously and on a roll call vote the board came out of non-public session at 8:23 PM:

Jim Curran – Aye  
Wendy Grzesik – Aye  
Cheryl Littlefield – Aye  
Annie Rae Marques – Aye  
Dennis Quinn – Aye  
Helen Steele – Aye  
Jen Viger – Aye  
Jack Waldron – Aye

The Ayes have it.

Chair Jack Waldron recalled the public session to order.

ACTION AS A RESULT OF NON-PUBLIC SESSION

A. Announcements:

1. The board accepted with regret the resignation of Student Services Director Raina Chick.

- 136           2. The board accepted the superintendent's nomination of Maria Dreyer as Interim  
137           Student Services Director.  
138           3. The board accepted the superintendent's nominations of the central office staff as  
139           presented.  
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141 The board complimented the central office staff on a job well done this year.  
142

143 ADJOURNMENT: Motion by Jim Curran to adjourn, seconded by Helen Steele. The motion  
144 passed unanimously and the meeting adjourned at 8:25 PM.  
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146 SAU #13 Joint Board Meeting

147 June 21, 2016

148 Draft Minutes

149 Respectfully submitted,  
150

151 Patricia Ambrose

152 Recording Secretary

DRAFT