

SCHOOL ADMINISTRATIVE UNIT #13
SCHOOL BOARD MEETING
TUESDAY, OCTOBER 25, 2016 – 8:00 PM
MADISON ELEMENTARY SCHOOL
ROOM 158 – MUSIC CLASSROOM
APPROVED MINUTES

Board members attending: Lisa Charrette, Jim Curran, Todd Desmarais, Amanda Doherty, Sloane Jarell, Cheryl Littlefield, Annie Rae Marques, Kathi Padgett, Dennis Quinn, Jack Waldron, Jen Westover, Jen Viger

Others attending: Superintendent Lou Goscinski, Business Administrator Chuck Bates

CALL TO ORDER: Chair Jack Waldron called the meeting to order at 8:00 PM.

WELCOME AND INTRODUCTIONS: Board members were introduced and welcomed at an event earlier in the evening.

APPROVAL OF AGENDA: Motion by Jim Curran to approve the agenda, seconded by Lisa Charrette. A new item, "A. Security," was added under the Superintendent's Report. With this change the amended minutes were approved unanimously.

APPROVAL OF MINUTES

1. SAU #13 Board Meeting 8-16-16 (Freedom): Motion by Jim Curran to approve the minutes of 8-16-16, seconded by Annie Rae Marques. The motion passed 7-0-5 with 5 abstentions.

CONSENT AGENDA: Motion by Jim Curran to approve the Consent Agenda, seconded by Annie Rae Marques. The motion passed unanimously.

- A. SAU 13 FY 17 Budget Expenditure Report

PUBLIC INPUT: None

CHAIRPERSON'S REPORT

- A. Calendar
 1. Public Hearing (RSA 194-C: 10) on Preliminary SAU 13 FY 18 Budget (RSA 194-C: 9): Tuesday, 11-22-16 @ 7:00 PM, K.A. Brett School, Tamworth. Note: An SAU 13 Joint School Board meeting will begin immediately after the public hearing is closed.

BUSINESS ADMINISTRATOR'S REPORT

- A. SAU 13 FY 16 Audit Schedule: Business Administrator Chuck Bates said the audit is about a week behind schedule but our intention is still to have it in time for the Annual Report.

SUPERINTENDENT'S REPORT:

- A. Security: Superintendent Lou Goscinski notified the board that the SAU 13 financial system had been the object of a cyberattack. He said this attack had included a Ransomware virus which had encrypted the financial data, barring access to the data. He said the unidentified perpetrator(s) were demanding ransom money in exchange for decrypting the data. Chuck Bates said that our insurance company, Primex, says we are covered for such an attack (with a \$1,000 deductible) and they are working with their cyber liability partner to obtain and provide a guide that we can use to work through this process. Chuck said the ransom payment is now in process and the system should be back up and running within a few days.

Motion by Kathi Padgett that the Joint SAU 13 Board approve the expenditure of up to \$4,500 to decrypt our files, seconded by Dennis Quinn. The motion passed unanimously.

There was further discussion of this issue.

Motion by Jim Curran that, if covered by our insurance, we add a year of Lifelock or similar service for each of our employees and those who receive payroll checks from the district. Seconded by Kathi Padgett. The motion passed unanimously.

The board agreed that Superintendent Goscinski will send a letter to employees notifying them of the security breach; that we're not certain of all the data that may have been comprised, but we're in the process of investigating and will keep employees informed; employees are advised to back up their files.

SCHOOL BOARD BUSINESS

New Business

- A. Leasing Vehicles for SAU Personnel: This was discussed and left as an open topic to be revisited before July.

Old Business

- A. Review Second Draft of the SAU 13 Proposed FY 18 Budget: The budget was reviewed and discussed.

Motion by Jim Curran to amend Advertising/Printing from \$1,000 to \$500, seconded by Annie Rae Marques. The motion passed 7-0-5 with 5 opposed.

There was a discussion about salary increases for SAU personnel. The administration said the Lead Accountant and Finance Clerk were well below parity in regard to others in similar positions across the state. The administration proposed to raise the salary of the Lead Accountant and Finance Clerk by 8% and said that would be a start in getting them to parity.

Motion by Jim Curran to bring the Lead Accountant and Finance Clerk up to full parity, seconded by Kathi Padgett. The motion did not pass 1-0-11, with 11 opposed.

Motion by Cheryl Littlefield to amend the 8% increase to 10% for the Lead Accountant and Finance Clerk. Seconded by Jim Curran. The motion did not pass 1-0-11, with 11 opposed.

In regard to contribution to health insurance, with the current year at 90/10, the administration recommended decreasing the employees' portion 95/5.

Motion by Jim Curran to approve the SAU 13 FY18 preliminary budget for posting and set November 22, 2016 as the date for the Public Hearing on the budget. Seconded by Cheryl Littlefield. The motion passed unanimously.

PUBLIC INPUT: None.

Personnel Matters: Motion by Cheryl Littlefield to approve a one-year contract for Business Administrator Chuck Bates at a 3% raise with any other benefits included with the passing of the SAU budget. Seconded by Jim Curran. The motion passed unanimously.

ADJOURNMENT: Motion by Dennis Quinn to adjourn, seconded by Jim Curran. The motion passed unanimously and the meeting adjourned at 9:50 PM.

SAU #13 Joint Board Meeting
October 25, 2016
Approved Minutes
Respectfully submitted,

Patricia Ambrose

Patricia Ambrose
Recording Secretary