

MINUTES

PRESENT: Chairman Tina Peabody; Board Members Lynn Terres, Larry Kaplan, Linda Gaitskill, Steve Morrison; Superintendent Paul MacMillan; Business Manager Sandra Stone.

Chairman Peabody called the Board meeting to order at 5:33 PM.

PUBLIC INPUT – None

MOTION BY LARRY KAPLAN, SECONDED BY STEVE MORRISON TO APPROVE THE MINUTES OF THE NOVEMBER 4, 2009 MEETING AS WRITTEN. ALL IN FAVOR, MOTION CARRIED.

SUPERINTENDENT'S REPORT

Superintendent MacMillan advised that he has received the contract for Technology Services for the 2010-2011 school year from Alan Pihl. Prior to signing this contract Superintendent MacMillan wanted to seek the Board's input into whether we should continue the services as now exist or possibly put them out to bid to see what is available in the area. He will need to sort out exactly what the services currently being provided are in the interest of preserving continuity. Chairman Peabody commented that there are many ways to look at these services and possible splitting between hardware and software needs. A brief discussion ensued.

Superintendent MacMillan distributed additional copies of the proposed calendar for the 2010-2011 school year which was briefly discussed at the December Full Board meeting. Feedback from individual Boards will be sought at their December meetings. The Executive Board will vote on adoption of the calendar at their February meeting.

Superintendent MacMillan distributed copies of the draft of the SAU Wide Employee Manual noting that electronic copies had been part of the agenda packets. Superintendent MacMillan recently had an incident at a meeting where two employees of one of the SAU Districts acted in an unethical and non professional manner. In looking at existing policies for that District and others, it became apparent that all were not on the same page and he felt the development of this manual was in order. These policies will be in effect SAU wide and should Districts have more in depth, broader policies on a particular issue, they would supersede and take precedent over these policies. This will be discussed at the individual Board levels with their input being provided at the February meeting. A brief discussion ensued.

Superintendent MacMillan reminded the Board that the appointment of a Nominating Committee for Chairman and Vice Chairman of the Executive Board was left in the Executive Board's hand following the December Full Board meeting. Following a brief discussion, both Chairman Peabody and Vice Chairman Morrison agreed to continue these positions for the 2010-2011 school year.

Superintendent MacMillan advised the Board that the Custodial Staffs of each building participated in Asbestos Awareness Training along with Business Manager Stone, Lafayette Principal Gordie Johnk and himself on December 29, 2009 at the SAU Office. The training is a requirement and was provided by Marjorie Yin of NH AHERA.

FINANCIAL REPORTS

Manifests were distributed for Board review and approval.

Business Manager Sandra Stone distributed copies of the 2007-2008 SAU Audit which was recently completed for Board information and review.

Mrs. Stone advised the Board that she has been working with Specialty Purchasing Consultants to upgrade the copier machines in all Districts except Landaff as well as the SAU. Following a brief discussion, MOTION BY LARRY KAPLAN, SECONDED BY LYNN TERRES TO APPROVE SAU 35 ENTERING INTO A NEW FIVE YEAR LEASE PURCHASE AGREEMENT WITH SPC FOR COPIER MACHINES AS PRESENTED. ALL IN FAVOR, MOTION CARRIED.

Business Manager Sandra Stone distributed Financial Reports for Board information and review noting that the current projected year end balance is \$8,732.00 which includes the \$65,000 which will be carried over. Mrs. Stone briefed the Board on the changes since the prior reporting period fielding questions as necessary.

Business Manager Sandra Stone advised the Board that she has received a preliminary proposal from Asset Works who conducted the GASB34 audit to perform two updates of this audit in 2011 and 2013 at an approximate cost of \$4,900 per district. No decision needs to be made at this time; Mrs. Stone just wanted them to be aware. A brief discussion ensued.

SUPERINTENDENT EVALUATION

Chairman Peabody advised the Board that Linda Gaitskill had reviewed and tallied the evaluations submitted on Superintendent MacMillan's mid-year evaluation and has prepared a summary of them. Ms. Gaitskill advised the Board that the overall perspective of the evaluations was extremely favorable. SAU 35 should be very thankful to Superintendent MacMillan for his efforts to date and the positive atmosphere he has created. Mrs. Gaitskill briefed the Board on her summary and passed the completed report onto Superintendent MacMillan. Following a brief discussion Superintendent MacMillan thanked the Board for the opportunity serve as SAU 35 Superintendent.

A brief discussion on the progress of the SAU website ensued.

There being no further business to come before the Board, MOTION BY STEVE MORRISON, SECONDED BY LARRY KAPLAN TO ADJOURN AT 6:27 PM. ALL IN FAVOR, MOTION CARRIED.

Respectfully submitted,

Marjorie Brown
Board Clerk