

MEETING MINUTES - DRAFT

Present via roll call: Chairman Robert Weir, Timothy Fleury, Luther Kinney, Kim Koprowski, Owen Clark, Cecily Yarosh, Interim Superintendent Tari Thomas, Business Manager Toni Butterfield, Director of Student Services Jennifer Watson
Public: Tim Egan

CALL TO ORDER

Chairman Weir called the meeting to order at 12:05 pm.

Motion by Owen Clark, Seconded by Tim Fleury to start the meeting. Following a roll call vote (TF, LK, KK, OC, CY), all in favor. Motion passed.

This meeting is being held electronically per executive order, checklist attached at end of minutes.

PUBLIC INPUT

Tim Egan, NH House of Representatives for Grafton District #2 introduced himself. He would like to ask the School Boards to share information about what the state can do more for the schools during reopening. Education is an important topic for him. All towns are going to see a drastic reduction in tax revenue due to loss of businesses due to the pandemic and there are current discussions about different ways to fund education. He is also open to ideas for educational funding and ways to increase aid to the schools. Tim left the meeting at 12:15pm

APPROVAL OF THE MAY 5TH, 20TH, 28TH, JUNE 1ST, 2ND, 4TH and 23RD MEETING MINUTES

MOTION BY KIM KOPROWSKI, SECONDED BY LUTHER KINNEY TO APPROVE THE MAY 5TH, 20TH, 28TH, JUNE 1ST, 2ND, 4TH AND 23RD MINUTES AS WRITTEN.

Following roll call vote (TF -abstained, LK-yes, KK-yes, OC-yes, CY-yes), the motion passed.

FINANCIAL REPORT

A. Electricity Consultant Contract

Business Manager Butterfield indicated that only one contract was received by the deadline with a couple submitted after the deadline date. She has decided that the SAU does not need to use the consultant services and can work through the electricity needs individually. The information will be presented at the individual school board meetings.

B. Audit Engagement Letter

Business Manager Butterfield indicated that this is the annual audit engagement letter from Vachon & Clukay that needs to be signed by the School Board Chairman for them to perform the audit.

C. Budget Process

Business Manager Butterfield reviewed the timeline for the preparing the SAU budget. The budget process will start next week and will have a draft to present at the October E-Board meeting. The budget hearing will be held in November with the budget voted on at the December full board meeting. She will send the board members a copy of the timeline.

Chairman Weir requested that the budget report that has been presented at previous board meetings be available for the next meeting.

Business Manager Butterfield indicated that she is currently working with previous business manager Kristin Franklin and will have end of FY20 reports for the individual September board meetings.

D. General Information

Business Manager Butterfield gave a brief update regarding the summer food service program. It has been extended until December 31st. Guidelines are not clear right now whether or not will be able to serve free meals. Once she receives more guidance regarding the program she will share with the school boards.

SUPERINTENDENT REPORT

A. ESOL Job Description – Second Reading

MOTION BY LUTHER KINNEY, SECONDED BY OWEN CLARK, TO APPROVE THE SECOND READING OF THE ESOL JOB DESCRIPTION AS PRESENTED.

There was a brief discussion regarding the position.

Following a roll call vote, (TF, LK, KK, OC, CY), all in favor. Motion passed.

B. Superintendent Evaluation

Interim Superintendent Thomas would like direction and feedback from board members regarding the evaluation process for her. She would like to know what the board expectation is for her for this year.

Chairman Weir will meet with Luther Kinney regarding how the process has been handled in the past and will get back to her.

C. Reopening Plan Check In

Districts have been putting specifics together for each school. All staff have been really working together towards reopening. There are some MOUs from the unions that are currently being reviewed and will be addressed with the individual boards.

D. Nurse Substitute Pay Rate

Kim Koprowski indicated that a request was made by the Profile School Board to review the current school nurse substitute rate and determine if it should be increased. Current area rates were shared. The SAU's current rate is \$100 per day. There was a discussion regarding the rate and nurse substitute processes at the building level. The board was in agreement that it should be increased.

Chairman Weir called for a motion to increase the rate from \$100 per day to \$125 per day increase rate from \$100 to \$125

MOTION BY OWEN CLARK, SECONDED BY KIMBERLY KOPROWSKI TO INCREASE THE SUBSTITUTE NURSE RATE FROM \$100 PER DAY TO \$125 PER DAY.

Following a roll call vote (TF, LK, KK, OC, CY), all in favor. Motion passed.

E. General Information

Interim Superintendent Thomas indicated that she has started to work on her entry plan again and has been studying contracts, budgets etc. and will share her plan with the school boards at the October meetings.

Owen Clark had a question about how wearing of masks is being handled in schools. He has been approached by community members about this. Are mask going to be worn at all times at school? Interim Superintendent Thomas indicated that yes, the schools are all following the same procedures.

Owen Clark - Are the masks with the valves o.k. to use? Interim Superintendent Thomas indicated that she does not know much about them and will look into this with the administrative team at the tactical meeting this afternoon.

Director of Student Services Watson indicated that there are some students that may require accommodations other than the traditional masks.

NON-PUBLIC SESSION AS PER RSA 91A:3, I, II (If needed)

None

OTHER BUSINESS

A. Superintendent Search

Chairman Weir indicated that Interim Superintendent Thomas has been doing an excellent job and are very happy with the work currently being done. Need to go through the formal superintendent search for next year and need to get the search started. Would like to develop a timeline and who should be involved in the search.

May need to take a look at the current job description to see if it needs to be updated.

Interim Superintendent Thomas indicated that the search should not start too soon as you may not receive many qualified applicants. This is a demanding and complex job for a superintendent with five districts. Each District with their individual budgets and board meetings present a challenge for a superintendent.

Chairman Weir would like to create a committee for the superintendent search process. Board members Robert Weir, Kimberly Koprowski and Cecily Yarosh volunteered to participate.

Business Manager Toni Butterfield and Director Student Services Jennifer Watson requested to participate also.

Will need to talk to legal counsel regarding what constitutes a quorum for a committee. Interim Superintendent will contact the attorney and let Chairman Weir know.

This committee will be used to start the process, additional stakeholders including staff and community members will be added later.

ADJOURNMENT

MOTION BY OWEN CLARK, SECONDED BY LUTHER KINNEY TO ADJOURN THE MEETING AT 12:54PM.

Following a roll call vote (TF, LK, KK, OC, CY), all in favor. Motion passed.

Respectfully submitted,

Gabrielle Granger-Clark
Board Clerk

A Checklist To Ensure Meetings Are Compliant With The Right-to-Know Law During The State Of Emergency

As Chair of the SAU 35 Executive Board, I find that due to the state of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically. Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are:

a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means:

We are utilizing Zoom for this electronic meeting. All members of the SAU 35 Executive Board have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through by clicking on the following website address:

<https://us04web.zoom.us/j/79809471690?pwd=UkhEc01Fa3VIRnB0dUdRVUYxdWFGdz09>,
Meeting ID: 798 0947 1690 and Passcode: ezM7R1

b) Providing public notice of the necessary information for accessing the meeting:

We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Zoom. Instructions have also been provided on the website of SAU 35 at: sau35.org and posted outside the SAU office.

c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access:

If you have problems with access, please email at: g.clark@sau35.org

d) Adjourning the meeting if the public is unable to access the meeting:

In the event the public is unable to access the meeting, the meeting will be adjourned and rescheduled.

Please note that **all votes** that are taken during this meeting shall be done by **roll call vote**.

Let's start the meeting by taking a roll call attendance. When each member states their presence, please also state whether there is anyone in the room with you during this meeting, which is required under the Right - to - Know law.