

Meeting Minutes -Draft

Present via roll call: Robert Weir-Bethlehem, Superintendent Pierre Couture, Business Manager Kristin Franklin, Chairman Luther Kinney, Cecily Yarosh-Landaff, Christie Gignac-Lafayette, Owen Clark – Lisbon, Kimberly Koprowski-Profile, Toni Butterfield –Lafayette (Business Manager-in training)

CALL TO ORDER

Chairman Kinney called the meeting to order at 5:31pm. Electronically held meeting per executive order, checklist attached at end of minutes.

PUBLIC INPUT

None

APPROVAL OF THE APRIL 23, 2020 MEETING MINUTES

MOTION BY ROBERT WEIR, SECONDED BY OWEN CLARK TO APPROVE THE MINUTES FROM THE APRIL 23, 2020 MEETING.

Following a roll call vote: (RW, OC, CY, KK, CG), all in favor. Motion passed.

FINANCIAL REPORT

A. Electricity Consultant

Multiyear contracts when first started they expire between October and January. The previous Business Manager worked with a consultant to vet and recommend the best source for electricity. This has been put out to bid and expects bids from 3 companies, bids are due May 8th. Would like to ask board for a vote for the Superintendent and Business Manager to select the consultant and handle the RFP process for the electricity supplier. There will be five separate contracts again for the Districts and each school board will vote on their individual electricity contract. Discussion followed.

MOTION BY KIMBERLY KOPROWSKI, SECONDED BY OWEN CLARK, TO ALLOW SUPERINTENDENT COUTURE AND BUSINESS MANAGER KRISTIN FRANKLIN TO SELECT THE CONSULTANT AND HANDLE THE RFP PROCESS.

Following a roll call vote: (O.C., R.W. K.K., C.G., C.Y.)All voted no. Motion did not passed.

It was decided that this will be voted on at each of the individual districts at the May board meetings.

B. Food Service Update

The State received a waiver to provide free meals for all students. Lisbon is using bus service to deliver meals, and the school staff are delivering meals at the other Districts. Food service continued during April break and staff delivering meals were paid to deliver the meals. A request has been made to continue the free meals through the summer but it has not been approved yet.

C. General Information

Financial report was emailed. Expecting about a \$30,000 fund balance for next year. Could change depending on when the new Business Manager starts and if it is before July 1st. We are keeping track of expenses related to COVID -19 for possible reimbursement money from federal funds.

SUPERINTENDENT REPORT

A. SAU Staff Appointment/Nomination 20-21 School Year

Superintendent Couture presented staff list for appointment for the 20-21 school year.

MOTION BY OWEN CLARK, SECONDED BY CHRISTIE GIGNAC TO APPROVE THE STAFF LIST AS PRESENTED FOR APPOINTMENT FOR THE 20-21 SCHOOL YEAR.

Following a roll call vote: (O.C., K.K. R.W., C.G. C.Y.) all in favor. Motion passed.

B. Staff Resignation

Superintendent Couture presented his resignation effective for June 30th.

MOTION BY CHRISTIE GIGNAC, SECONDED BY ROBERT WEIR TO ACCEPT THE RESIGNATION OF SUPERINTENDENT COUTURE WITH REGRET.

Following a roll call vote: (O.C., K.K., C.Y., C.G., R.W.) All in favor. Motion passed.

C. ESOL Job Description – First Reading

Superintendent Couture presented the ESOL job description for first reading. We will need to hire a part-time person to share between Bethlehem & Profile.

MOTION BY ROBERT WEIR, SECONDED BY OWEN CLARK TO APPROVE THE ESOL JOB DESCRIPTION AS PRESENTED.

Following a roll call vote: (O.C, C.Y. K.K., C.G, R.W.) All in favor. Motion passed.

D. General Information

None

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

None

OTHER BUSINESS

Chairman Kinney opened the discussion on how to proceed with the Superintendent search. Superintendent Couture indicated the Christina Barrett with NHSBA has offered his assistance.

Kim Koprowski indicated that it may be late in the school year to start a search for a permanent replacement and try to find an interim for now. Discussion followed regarding looking for a permanent vs. interim superintendent at this time. The question was asked where it can be posted. It can be posted on NASBO, NHSBA websites, papers and SchoolSpring which is our application platform.

Chairman Kinney called for a motion to proceed with advertisement for an interim superintendent.

MOTION BY OWEN CLARK, SECONDED BY KIMBERLY KOPROWSKI TO PROCEED WITH ADVERTISING FOR AN INTERIM SUPERINTENDENT.

Following a roll call vote: (O.C., K.K., C.Y., R.W., C.G.) All in favor. Motion passed.

Gabbie will post the interim superintendent posting and allow access for all E-Board members.

ADJOURNMENT

MOTION BY OWEN CLARK, SECONDED BY CECILY YAROSH TO ADJOURN THE MEETING AT 6:11PM.

Following a roll call vote: (O.C., C.Y., R.W., K.K., C.G.) 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/71794887560?pwd=bUtiWFg1Qld4ODU0TGFTNE83U1Zldz09>, meeting ID: 717 9488 7560 and password: 8bMvfT

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.