

SAU #35 EXECUTIVE BOARD
AHEAD CONFERENCE ROOM
260 COTTAGE STREET, 1st FLR.
LITTLETON, NH 03561

DATE: APRIL 5, 2016
TIME: 5:30 PM

MINUTES

PRESENT: Board Chairman Luther Kinney; Board Members Christine Ash, Robert Adams, Denys Draper, Carol Kerivan, Chrissy Smith; Superintendent Pierre Couture; Business Manager Tina Peabody.

Chairman Kinney called the meeting to order at 5:32 PM.

PUBLIC INPUT – None

MOTION BY DENYS DRAPER, SECONDED BY CHRISSY SMITH TO APPROVE THE MINUTES OF THE MARCH 1, 2015 MEETING AS WRITTEN. ALL IN FAVOR, MOTION CARRIED.

SUPERINTENDENT'S REPORT

Superintendent Couture advised the Board that all Annual Meetings went very smoothly. There was a movement in Lisbon to cut the budget by \$500,000.00 which was defeated. Collective Bargaining agreements were passed for the Bethlehem Support Staff, the Lisbon Support and Professional Staffs and the Profile Professional Staff. All budgets were approved and overall it was an extremely successful process.

Superintendent Couture advised the Board that open positions for next year include a sixth grade teacher at Lafayette, an English teacher at Lisbon and a Math teacher at Profile. These are all in various stages of being filled with the Lafayette position interviews having just been completed.

Superintendent Couture advised the Board that he has applied for a School Safety Grant for all districts. This opportunity was made possible by the fact that all schools participated in the Division of Homeland Security and Emergency Management program last year addressing School Security Assessments.

Superintendent Couture advised the Board that all of our principals and himself will be attending training in Whitefield on April 13th in the development of new Emergency Response Plans.

Superintendent Couture advised the Board that he has also applied for SAU 35 to be part of the PACE (Performance Assessments for Competency Education) project which is a NH DOE initiative to develop assessments which will eventually take the place of the Smarter Balanced Assess Program. This is a great opportunity for our districts and falls in line with our performance assessment goals. A brief discussion ensued.

Superintendent Couture advised the Board that the recent workshop on March 18th with Karen Hess pertaining to the development of performance assessments was very successful with many favorable comments from staff members.

Superintendent Couture thanked Luther Kinney for offering us the use of the new conference room site we are meeting in this evening. Chairman Kinney explained that AHEAD had been approached by banks and private industry as to the need for a large conference room in the Littleton area and they were able to secure grant funding to make this a reality. Superintendent Couture advised the Board that the SAU will be holding their May Annual Full Board Meeting in this space on Wednesday, May 4th at 6:00 PM.

Superintendent Couture presented the following job descriptions for second reading and approval;

School Based Occupational Therapist
Speech / Language Pathologist

Following a brief discussion, MOTION BY DENYS DRAPER, SECONDED BY CHRISTINE ASH TO ACCEPT THE AFOREMENTIONED JOB DESCRIPTIONS FOR SECOND READING AND APPROVAL AS PRESENTED. ALL IN FAVOR, MOTION CARRIED.

FINANCIAL REPORT

Manifests were circulated for Board review and approval.

Business Manager Tina Peabody distributed Financial Reports for Board information and review noting that the current projected yearend balance is \$9,093.00. Ms. Peabody advised the Board that the major change from the last reporting period is in Data Processing Purchasing account which is overspent by \$2,150.49.

Business Manger Peabody distributed the 2014-2015 Audit Reports along with a series of letterS from Vachon & Clukay. The first letter deals with the Investment Policy and Fund Balance Policy along with Vendor Payment processes. The second letter deals with the Report on Internal Control Based on an Audit of Basic Financial Statements. The third letter is a summation of the audit findings.

Business Manger Peabody advised the Board that based on the Audit findings, it will be necessary for the SAU to have policies of record on Investments and Fund Balances. These are also being addressed by each Board at their May meetings. The SAU will bring forth Policies for Board review and approval at the Executive Board's June meeting. A brief discussion ensued.

There being no further business to come before the Board, MOTION BY DENYS DRAPER, SECONDED BY CAROL KERIVAN TO ADJOURN AT 5:45 PM. ALL IN FAVOR, MOTION CARRIED.

Respectfully submitted,

Marjorie Brown
Board Clerk