

EXECUTIVE BOARD
AHEAD CONFERENCE ROOM
260 COTTAGE STREET, FIRST FLOOR
LITTLETON, NH 03561

DATE: NOVEMBER 7, 2017
TIME: 5:30 PM

BOARD MEETING MINUTES

PRESENT: Board Vice Chairman Dale Locke; Board Members Denys Draper, Carol Kerivan, Kim Shillieto, Robert Adams.

Vice Chairman Dale Locke called the meeting to order at 5:32 PM

MOTION BY DENYS DRAPER, SECONDED BY CAROL KERIVAN TO APPROVE THE MINUTES OF THE OCTOBER 3, 2017 MEETING AS WRITTEN. The following corrections were requested:

Page 1, paragraph 4, line 1 should read – Superintendent Couture distributed . . .

Page 1, Paragraph 5, line 5 should read . . . the decrease affects our . . .

Page 1, paragraph 8, line 2 should read . . . Friday, October 6th

Page 1, paragraph 9, line 2 should read . . . Lisbon Support Staff . . .

ALL IN FAVOR WITH THE AFOREMENTIONED CORRECTION, MOTION CARRIED.

At this point, Superintendent Couture requested that the Board enter Non-Public Session to discuss personnel. MOTION BY DENYS DRAPER. SECONDED BY CAROL KERIVAN TO ENTER INTO NON-PUBLIC SESSION AT 5:38 PM UNDER PARAGRAPH II, SECTION 2 OF RSA 91A:3 OF THE RIGHT TO KNOW LAW TO DISCUSS PERSONNEL ISSUES. ALL IN FAVOR FOLLOWING A ROLL CALL VOTE, MOTION CARRIED.

MOTION BY DENYS DRAPER, SECONDED BY KIM SHILLIETO TO RETURN TO PUBLIC SESSION AT 5:49 PM. ALL IN FAVOR FOLLOWING A ROLL CALL VOTE, MOTION CARRIED.

SUPERINTENDENT'S REPORT

Superintendent Couture briefed the Board on the changes to the proposed Budget for the 2018-2019 school year since the October meeting. The salary line for the Business Manager position has been increased by \$10,000.00; the cost of a family health insurance plan has been added; the \$4,300.00 for data retrieval software has been eliminated; and, \$3,100.00 has been added for updates in accounting software. The Health Insurance costs originally estimated at a 10% increase have been reduced due to the GMR's (Guaranteed Maximum Rates) coming in at a deficit of (1.2%)..

Superintendent Couture updated the Board on the search for a new Business Manager. The position has been advertised in the Courier, Caledonian Record and on School Spring. The search has recently been widened to include all seven of the Salmon Press Newspapers which will reach the seacoast and lakes regions of the state. Superintendent Couture advised Denys Draper and Carol Kerivan who are the Board's representatives to the interview committee, that they will receive log-on information from the SAU Office to allow them to review the applications on line. The interview committee will consist of the following: Board Members Denys Draper and Carol Kerivan; Principals Gordie Johnk and Shelli Roberts; Superintendent Pierre Couture; Administrative Assistant Marjorie Brown; Accounts Payable Clerk Karen Watson, Profile School Office Manager Kim Antonucci. He also intends to ask Sandra Stone, interim Business Manager, if she will also be part of the committee.

Superintendent Couture advised the Board that a motion is needed to approve the amended proposed budget for the 2018-2019 school year prior to it being presented at the hearing later this evening. MOTIONBY KIM

SHILLIETO, SECONDED BY DENYS DRAPER TO APPROVE THE PROPOSED BUDGET FOR THE 2018-2019 SCHOOL YEAR AS AMENDED IN THE AMOUNT OF \$1,386,538.64. ALL IN FAVOR, MOTION CARRIED.

Superintendent Couture advised the Board that the SAU 35 Full Board Meeting will be held on Wednesday, December 6, 2017 at 6:00 PM in the AHEAD Conference Room. Superintendent Couture has invited Caitlin Davis of the NH DOE Finance Office as guest speaker. Ms. Davis is very well informed on all aspects of school finance.

The proposed Budget and the school calendar for 2018-2019 will be on the agenda for approval at the Full Board meeting.

Superintendent Couture reminded the Board that the Superintendent's Evaluation needs to be filled out and returned to Luther Kinney, Chairman of the Executive Board as soon as possible. Chairman Kinney advised the SAU office that receipt of the evaluations has been very slow to date.

Superintendent Couture advised the Board that the NCSAA (North Country School Administrators Association) will be meeting with legislators this Thursday at the AMC Highland Center to discuss the cuts in adequacy aid and other issues of concern.

FINANCIAL REPORT

Manifests were circulated for Board review and approval.

There being no additional business to come before the Board, MOTION BY CAROL KERIVAN, SECONDED BY DENYS DRAPER TO ADJOURN AT 6:01: PM. ALL IN FAVOR, MOTION CARRIED.

Respectfully submitted,

Marjorie Brown
Board Clerk