

## SAU 56 School Board

### Board Meeting

November 19, 2018

CTC-Mulligans Grill

6:30 pm

- 1. CALL TO ORDER - ROLL CALL - PLEDGE OF ALLEGIANCE:** Gadomski called the meeting to order at 6:30 pm. Upon call of the roll the following members were present: Anderson, Kunz, Nelson, Leach, Cavanaugh, Austin and McCallion. Excused: Cannon. Absent: Richardson, Hanlon, Yoder, Brennan and Larson.
  - 1.1 Election of a Chairperson:** Gadomski asked if there were any nominations for Chair of the SAU Board? Anderson made a motion seconded by McCallion to nominate Kunz as Chair of the SAU 56 Board.  
VOTE: motion passed, unanimously.
- 2. CONSENT CALENDAR**
  - 2.1 Removal of items from the consent calendar:** None
  - 2.2 Approval of consent calendar:** A motion made by Austin seconded by Leach to accept the consent calendar as presented. VOTE: motion passed, unanimously.
    - May 7, 2018-SAU 56 Board Meeting Minutes
- 3. GENERAL CORRESPONDENCE**
  - 3.1 Superintendent's Report:** Gadomski stated that budget preparation is fast and furious in all districts right now and at the SAU. He stated that they are working diligently with building administration in the process of paring things down. He stated that the Accounting Assistant position has recently been filled. He stated that the winter season has arrived. He stated that he wanted to remind all staff, parents and students that we make announcements on the internet and the television and to make plans ahead of time so that you are prepared.
- 4. BUSINESS AND FINANCIAL**
  - 4.1 18-19 Budget Review:** Krauss stated that they are in pretty good shape. She stated that the audit has been done. She stated that the available balance at this time is \$282,000.00. She stated that there will be some savings in the salary line as we did not replace the receptionist position and we will have a little bit of savings with the Accounting Assistant position. Gadomski stated that he wanted to say again how much work that Krauss has been doing. He stated that to not have an Accounting Assistant and to do her job as well is a huge task.
  - 4.2 19-20 Budget Discussion:** Gadomski stated that they should handle this in non-public as there are a lot of personnel discussions that go along with this. Krauss stated that they should finish the agenda and tackle the budget at the end.
- 5. OLD BUSINESS:**
  - 5.1 SAU Employee Handbook Discussion:** Gadomski stated that the handbook has been a topic of discussion about being needed and you can see this was the 17-18 edition. Nelson stated that the handbook was never a creation and this is the first draft of one. Gadomski stated that there were some benefit summaries for Certified Staff that were passed at a Board Meeting and that is what we have utilized. He stated that we have gone through this draft and made some additional changes and it is up for review and feedback. Nelson stated that for having nothing, it is a really good start. She stated that it is important because if we don't have it when we need it, you cannot move backwards. She stated that it is a good thing to have to look everything up in one place and the SAU Board should review it periodically to make sure that it is up to date. Gadomski stated that after it is reviewed and put into place it should be a standing agenda item to review once a year. Nelson stated that there needs to be some consistency in calling the Board the SAU Board rather than School Board. She stated that under Resignations and Retirement on page 8, she knows that in Rollinsford they limit the payouts for retirement to one a year and she wondered if they should do the same thing for the SAU Office and if 2 or 3 people left in one year it would be a hit financially. She stated that they may want to limit how many staff are paid out in a year. Austin asked if in Rollinsford they were limited by what had been negotiated in the contract or limited as a matter of policy? Krauss stated that it is in the Union Contract. Austin stated that the Teacher's Contract in Somersworth states that they have to notify the SAU by December 1 of intent to retire and that they allow 3. He stated that he does not believe that there has ever been such a policy at

the SAU. Nelson stated that there has never been any policy for the SAU and if 2 or 3 retire at once it could be a big hit. Kunz asked if she was suggesting that they add that in? Nelson stated that she was suggesting that they add it. She stated that it does not mean that they don't accept more. Kunz stated that there could be a clause that states that the SAU Board, at their discretion could accept more than one. Nelson stated that it is not that the retirements are not accepted, it is that they are not paid out until the following year. Krauss stated that you could put a date in that staff need to make notification if they are planning on retiring so you can build it into your budget. Leach asked if this was a contractual item or a policy item? She asked if this would need to be stated in the contracts? Gadomski stated that it is a bit of both. He stated that this handbook is a document that covers everybody at the SAU. He stated that some have individual contracts and what is in that individual contract is what we need to honor. He stated that there are many in the office that are not under individual contracts. He asked if the Board wanted to add in the handbook that they will honor two retirements per year and others at the discretion of the SAU Board? The consensus was that this should be added. Leach stated that in the same section the wording is confusing or contradictory about the retirement payout. Gadomski stated that the first paragraph pertains to Administrators and the second paragraph pertains to support staff. Krauss stated that if you are at the office for 20 years you get 10% and if you are there 5 years you get 1% of last salary. Leach stated that it says that with a minimum of 5 years' service, a payment equal to 1% of last salary times the number of years served. She stated that her question is if you are here for 19 years do they get 19%? She stated that this is what was confusing because a person with 20 years only gets 10%. Nelson stated that perhaps they mean a maximum of 5 years. Gadomski stated that they will reword this. Nelson stated on page 9 she had made a list of all the different staff at the SAU being Certified, Non-Certified, School Year, Full Year. She stated that it is an incredible matrix you have to follow with all of the different groups. She stated that school year employees do not get any paid holidays. Krauss stated that those are the School Psychologists and the Special Education Liaison because they follow the teachers schedule. She stated that they have their vacations just like the teacher's schedule. Nelson stated that they are salaried just like a teacher. Krauss stated they were. Gadomski stated that their schedule is a certain number of days. He stated that teachers do not get paid for holidays either. She stated that the bereavement days seemed odd since school year employees get 5 and full time employees get 6. Krauss stated that it is because full time staff work 260 days. Leach asked if with the full year staff, personal and bereavement are the same? Krauss stated that for full year employees personal and bereavement are lumped together. Leach asked if school year employees get personal leave? Krauss stated they don't because it is a shorter schedule. Gadomski stated that if you are a full year round employee you are working 260 days. He stated that if you are a school year employee then you are less number of days from 185 to 195 days. He stated that in those contracts they do not get holidays or vacation days. Krauss stated that the School Psychologists get Short Term Leaves days that they can use as personal. Gadomski stated that it is confusing dealing with a lot of different types of contracts and that is why this handbook is so confusing. Nelson asked if there were any districts that just give PTO, paid time off rather than breaking it down to sick, bereavement, personal. Kunz stated that he gets paid time off at his employment, but we also have personal time and also bereavement but he is not sure there is any limit to bereavement time. He stated that it sounds like the employees only have a 5-day maximum. Gadomski stated that this is absolutely the way it is. He stated that on the more personal side if something happens the Administration could grant a change. Kunz stated that there should be some wording that it could be changed at the discretion of the Administration. Austin stated that maybe there needs to be a better organization to the handbook so that benefits that are similar be grouped together. Nelson stated that this is a great idea. She stated that in the private sector, being able to accrue a year's worth of sick days is amazing. She stated that sick days are supposed to be used when you are sick rather than accruing them because at the end they will get a year's payout. She stated that a lot of staff save them up for that. She stated that it seems that we want to encourage them to use them, the same as we want them to use vacation. She stated that compared to the private sector this was generous. She stated that if there is a way to

compensate them otherwise and to start cutting down on the accrual, perhaps done by grandfathering at a certain point. Gadomski stated that accruing sick time is normal and the number varies from 90 to 130 to be able to accrue. He stated that some places pay out per diem, some places pay a percentage, some places will pay a set rate, but the accrual is typical. Nelson stated that she does not know how to start to change this type of culture as it is a tremendous benefit. She stated that she would rather pay them off during the year. Austin stated that this is a conversation that has gone back and forth during negotiations for a long time. He stated that this is a real benefit. Nelson stated that the public does not see this when someone is getting a \$40,000.00 to \$50,000.00 payout. Austin stated that it is one thing that encourages longevity. Kunz stated that it is an earned benefit. Nelson stated that Sullivan had done a lot of work on this and she wanted to applaud her because they needed a starting point. She stated that Austin's suggestion to put them into sections according to position was good. Gadomski stated that what they will do is to go back and look at the suggestions and see if we can restructure the sections to be a bit more readable and then bring it back to a future meeting.

**5.2 SAU Board Level Policies Discussion:** Gadomski stated that there was information in the Board Packet about Board Level Policies and he wanted to know what the past conversation was. Austin stated that the issue is that the SAU Board does not have policies like each school district does. He stated that they have experienced enough over the last several years that they believe they need some structure to handle the situations that happen frequently, and often enough that we need some guidance in how it should be handled by this Board. He stated that they had talked last year about a certain subset of policies that might apply to the SAU Board. He stated that they got some feedback from the School Board Association as to the policies that they would recommend. He stated that this Board just needs a document that points to here is the executive committee and here are their duties. Nelson stated that there needs to be a grievance procedure that works in the SAU Office. Gadomski stated that you do not need a whole policy manual like you have in the districts. He stated that there are a number of policies that you should have in place for the SAU. He stated that he could put that together and bring it back to the Board.

## 6. NEW BUSINESS

**6.1 SAU 56 Withdrawal Discussion:** Gadomski stated that to start the discussion off the Somersworth Board has approved of the process moving forward with the withdrawal process. He stated that it has gone to the City Council and they have had initial discussions on it. He stated that it is on the City Council agenda for December 3<sup>rd</sup> for a decision on whether they recommend moving forward. He stated that in Rollinsford they have begun initial discussions and brought them up to speed on the process in Somersworth. He stated that Rollinsford will be putting it on another School Board agenda and decide if they will proceed with a committee of their own. Nelson stated that if they approved to move forward with the withdrawal, they would have to put a warrant article on, and the Town would have to approve it and at that point, they would form a committee that would move forward with the process. Austin stated that the procedures were different because Somersworth is a City and Rollinsford is a Town. He stated that the Somersworth City Council held a meeting for it and it is now on the agenda for their December 3<sup>rd</sup> meeting. He stated that Somersworth has concluded that they need to make decisions based on their own best interest that will best benefit the community. He stated that Somersworth is at a point where there are no more Rollinsford students at Somersworth Schools and that it is time for us to make decisions for Somersworth on our own as they have no impact on Rollinsford. He stated that the majority of the Board has decided that it is time to investigate withdrawing from Rollinsford and being able to operate as our own SAU unit. He stated that they are hoping that the City Council will vote to move forward to investigate this. He stated that we do not know what the cost will be, we do not know what the plan will be. He stated that this is the committees purpose. Nelson stated that she appreciates Austin's point of view and that the Somersworth Board has to do what they feel is best for your school district. She stated that they have sought out counsel and asked what they should do. She stated that the advice is that Rollinsford has a plan of their own. Austin stated that they need to be proactive to figure this out. Nelson stated that she thinks they can all pat themselves on

the back for their work together over the past year. Kunz stated that he was a bit startled by what he had read in Fosters but when it finally came down to the group we tried to represent our Town. Austin stated that he does not want this to look like Somersworth is mad at Rollinsford. He stated that they have nothing in common anymore. He stated that each of us can make decisions as to the SAU services that we need. He stated that there is no reason to be a joint board anymore. He stated that during the process we have to continue to work together. Nelson stated that this was very important and when we first heard about this we wanted to know if we could sit with Somersworth and this be a joint withdrawal, which is unheard of in the world of withdrawals. McCallion stated that they need to work through this, continue moving forward in a positive way. Gadomski stated that if Rollinsford decides to move forward and put it as an article on the warrant it will be a similar process as Somersworth. He stated that both will be gathering similar information, gathering similar information at the same time. Nelson stated that they both have to hold public meetings in the other district. Gadomski stated that at the SAU we would continue to provide services and anything else that you may need. Nelson asked if Gadomski would be available to the committees that are formed? Gadomski stated that he would be actively involved in both committees. Leach asked if there is a conflict of interest in that? Gadomski stated no, because he will not be a voting member. He stated that the committees are going to be making the decisions. Leach asked if the work he did would be beneficial to both Boards? Gadomski stated yes and what he has told the School Boards is that when I am in Rollinsford working on Rollinsford things that is my focus. He stated when he is working on Somersworth things that is his focus. Leach stated that she had no issue with that and thinks that this may be an opportunity for both School Boards to see what's possible and what is out there. She stated that she has not heard anything spoken from either Board that is negative or detrimental in any way. She stated that any negativity expressed has not come from the Boards. Gadomski stated that as far as the committees working at the same time, it would be in the interest of both committees to gather the information because ultimately you need to come up with a plan to suit your needs and the other parties needs as well. He stated that he did not feel there would be any confidential information that would be beneficial for people to hold tight to the vest. Anderson stated that she understands and sees the merits of both Boards moving on. She stated that financially she hopes the committees will explore what is best financially for the communities. She stated that she does not see Rollinsford getting their own SAU. She stated that they will still need to do some kind of joint SAU. She stated that financially they could not support it on their own as a Town. Gadomski stated that the committees will explore all of these options whether it is contracting service with another SAU, or crossing state lines to Marshwood, whether it is hiring a part time Superintendent, and Business Administrator. Kunz stated that these two districts have been together for many years. He stated that it will be interesting to hear what the townspeople have to say. He stated that this would be a huge learning experience and who knows what may come out of it. He stated that we all need to stay informed as to the cost.

## **7. FUTURE MEETING DATES/SUGGESTED AGENDA ITEMS**

**December 3, 2018-Public Hearing-5:30PM (SAU Board Meeting Immediately Following)**

**December 10, 2018 Snow Date-Public Hearing-6:30PM (SAU Board Meeting Immediately Following)**

## **8. CLOSING COMMENTS**

**9.1 Visitors:** John Doyle, Ward 2, stated that this meeting had been a very educational experience. He stated that because these meetings are required to be public as opposed to back room, it was very educational. He asked how long the School Districts have been combined as one SAU? Nelson stated that it has been over 15 years. Doyle asked if the Rollinsford School Board Members were 100% in attendance tonight? Nelson stated yes.

**9.2 Board Members:** None

**9. Non-Public Session:** A motion made by Austin seconded by McCallion to exit into non-public session in accordance with Chapter 91-A:3 II (b) personnel (c) matter if which discussed in public would likely affect adversely the reputation of any person. VOTE: motion passed, unanimously. Exited into non-public session at

7:28 PM. Motion made by Leach seconded by Nelson to exit non-public session. VOTE: motion passed, unanimously. Exited non-public at 8:25 PM.

Motion made by Austin seconded by Cavanaugh to move the proposed budget forward to a public hearing. VOTE: motion passed, unanimously.

**10. ADJOURNMENT:** A motion made by Nelson seconded by Austin to adjourn. VOTE: motion passed, unanimously. Meeting adjourned at 8:28 PM.