

## SAU 56 School Board

### Board Meeting

March 25, 2019

CTC-Mulligans Grill

6:30 pm

1. **CALL TO ORDER - ROLL CALL - PLEDGE OF ALLEGIANCE:** Kunz called the meeting to order at 6:30 pm. Upon call of the roll the following members were present: Kunz, Richardson, Nelson, Cavanaugh, Hanlon, Yoder, Cannon, O'Brien, McCallion, Brennan, Potter and Larson. Absent: Leach and Anderson
2. **CONSENT CALENDAR**
  - 2.1 **Removal of items from the consent calendar:** None
  - 2.2 **Approval of consent calendar:** A motion made by Hanlon seconded by Nelson to accept the consent calendar as presented. VOTE: motion passed, unanimously. Approved were:
    - December 3, 2018-SAU 56 Board Meeting Minutes
3. **GENERAL CORRESPONDENCE:** None
4. **BUSINESS AND FINANCIAL**
  - 4.1 **2018-2019 Budget Update:** Krauss stated that the update was in the packet. She stated that the SAU budget is in good shape due to the savings in salaries and benefits due in large part to not replacing the receptionist position as well as savings for the Accounting Assistant position that was unfilled for a large portion of the year. She stated that there had been a discussion during the budget process of replacing the Board Members Ipads. She stated that the quotes are in the packets on replacing them and the cases. She stated the total is \$6,698. She stated that she is recommending replacement based on the balance of the budget. She stated on the revenue side, we will have a better estimate in May on where we will end up with indirect cost revenue. She stated that the 2017-18 audit for the SAU office has been completed and there were no findings. She stated that there was a recommendation from the auditors that the SAU Board develop policies especially in regards to financials. Gadomski stated that they would be moving forward with the quote for the Ipads that is in the packet. Nelson asked if we would be voting at the May meeting to move forward with the Ipads? Gadomski stated they would like to move forward tonight on this. Nelson asked if we really need to purchase covers? She stated that the covers they have should fit the new Ipads. Gadomski stated that they will find out the answer prior to ordering those covers. Nelson asked if the old Ipads would be available for the members to purchase? Gadomski stated that would be up to the Board. Richardson stated he thought that it was a good idea. Larson asked if there were Ipads that are not working? She asked if everyone had to receive one? She stated that she has had no issues with hers and would not accept a new one. Kunz stated that he knew some were having constant issues with theirs. Krauss stated that they are 6-7 years old. Larson stated that this is a significant amount of money that she would not be willing to support. O'Brien stated that the one he has works perfectly fine for him. He stated that we should just replace the ones that members have issues with. McCallion stated that you might want to order all of them so that if someone takes over a position they will have a new one available to them or if someone develops a problem there would be a replacement. Hanlon asked if it was cheaper the more that you purchase? Krauss stated that we are buying a ten pack and four additional. She stated that she assumed the ten pack would be cheaper than buying them individually. Nelson stated that she supports purchasing a ten pack. She stated that it might not be a bad idea to have the machines. She stated she'd like to see the old ones donated or inherited by the Board Members. Gadomski stated that he did not know what the going rate would be if Board Members wanted to purchase their Ipad. He stated that it would be up to the Board. Larson asked if the school districts could use them? Nelson stated that this would be a great use if the districts needed them. Gadomski stated he would put out an email to each member to find out if they need a new Ipad and if you also need a new cover and then we will plan accordingly. Potter stated that you are only saving \$5.00 by buying a ten pack. Nelson stated we should go forward with the new Ipads. Krauss stated that if you did not want one, we can just store them until they were needed. Hanlon made a motion seconded by Richardson to purchase the new Ipads. VOTE: 7 for the purchase, 2 against. Motion passed.

## 5. OLD BUSINESS:

**5.1 Policies Second Reading: AC, ACE, ADC, EHB, GBAA, GBF, GBJ:** Hanlon made a motion seconded by Cannon to accept the policies as presented. Richardson asked if in Policy ADC there needed to be a more specified definition as to what the grounds were. Nelson stated that this is specific to the SAU. Gadomski stated that the grounds would be the parking lot. Richardson asked how the SAU handles destroying records? Krauss stated that there is a shredding company that comes on site. VOTE: Motion passed, unanimously.

**5.2 Employee Handbook:** Gadomski stated that the Employee Handbook draft is in the packet. He stated that this had been discussed at the last meeting and we have tried to make it readable and understandable. He stated that the benefit sheets for the positions are attached. Nelson stated that a very good job was done on this and going from nothing to something was great. She stated that she has questions regarding retirement payouts whether you have 10 or 20 years of service you still get 10% of final years' salary. Krauss stated that if you worked 20 years your salary would be much higher. Nelson stated that the sick day buyback is listed in some positions as being paid out in June at the end of the current year and the retirement pay is paid out in July. Gadomski stated that he will go back through and clear up these issues. Nelson made a motion seconded by Hanlon to accept the Employee Handbook as amended. VOTE: Motion passed, unanimously.

**5.3 SAU Withdrawal Update:** Gadomski stated that Somersworth has a Withdrawal Committee that has been meeting for almost two months and they are in the process of gathering data. He stated that the Warrant Article in Rollinsford passed so this Thursday at the School Board Meeting he anticipates that Rollinsford will form their committee and that process will start. Nelson asked who the Somersworth Board Members were on the committee? Hanlon stated that he was on, along with Richardson. Richardson stated that the other members were Denis Messier, Todd Patten, Todd Marsh, Dave Witham and Dana Rivers.

## 6. NEW BUSINESS

**6.1 Personnel Report:** Gadomski distributed the nomination list for the professional staff at the SAU as well as the support staff. He stated that he was pleased to announce that at the present time we have everyone returning. He stated that they are lucky to have such a strong SAU Office. He stated that everyone has done a great job at adjusting this year and cross training and assisting each other. He stated that he is enthusiastically bringing forth this list for re-nomination. Larson stated that she did not know that Caroline Butler was a part of the SAU. Gadomski stated that her position oversees all of the grants and part of her salary comes from the SAU as well as Somersworth. Krauss stated that Butler has two contracts. She stated that one is strictly for Title One but in order for her to write all of the other grants the SAU has to fund some portion of her salary so she can write all the other grants that are not Title One. Krauss stated that it used to be a part of the Assistant Superintendent's job. Gadomski stated that they had added information on the nomination sheet for clarity on where the funding comes from for some of the positions. Nelson stated that she thought that Lane was hired in 2016 not 2015. Hanlon made a motion seconded by Richardson to accept the re-nomination list of staff at the SAU Office for the 2019-2020 year. VOTE: Motion passed, unanimously. Nelson stated that while we were on the subject of personnel she wanted to suggest a bonus be given to one of our SAU employees. She stated that Krauss has been doing an incredible job since taking over as Business Administrator halfway through last year. She stated that Krauss had the unfilled Accounting Assistant position most of the year. She stated that her incredible attention to detail and the way she has kept us all on track in a budgetary way she wanted to suggest to approve a bonus to her to show our appreciation. Richardson asked if she had a figure in mind. Nelson stated that she was open to discussion but was thinking around \$2,500.00. Gadomski stated that he wholeheartedly supports this. He stated that Krauss was operating most of the Business Office by herself for quite a long time. He stated that Krauss did a monster amount of work. Hanlon stated that he would echo these thoughts. He stated that in looking where they were and where they are now, not just financially, but also the way the entire process runs and the massive adjustments that were made was a giant lift and so much needed to be done. He stated that she and Lane dug into a massive amount of work. He stated it all became better the moment

Krauss took over. Brennan stated that she wanted to wholeheartedly support this also. She stated that if Gadomski is giving his approval then the money must be in the budget. Gadomski stated that the budget is in the packet and it is in really good shape. Nelson made a motion seconded by Hanlon to approve a \$2,500.00 bonus for Krauss. VOTE: motion passed, unanimously.

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

- May 6, 2019-SAU 56 Board Meeting

**8. CLOSING COMMENTS**

**9.1 Visitors:** None

**9.2 Board Members:** None

**9. NON-PUBLIC:** None

**10. ADJOURNMENT:** Brennan made a motion seconded by Yoder to adjourn. Meeting adjourned at 7:07 PM.