

1 SAU 41 GOVERNING BOARD  
2 FEBRUARY 16, 2023  
3 **MEETING MINUTES**

4  
5 A regular meeting of the SAU 41 Governing Board was conducted on Thursday, February 16, 2023 at 6:02 p.m.  
6 at the Captain Samuel Douglass Academy, Brookline, NH.  
7

8 Krista Whalen, Chairman, presided:  
9

10 Members of the Board Present: Amy Kellner, Vice Chairman  
11 Karen Jew, Treasurer  
12 Colleen Micavich, Secretary  
13 Brooke Arthur, Hollis School Board  
14 Holly Deurloo Babcock, Chairman, COOP School Board  
15 Tom Enright, COOP School Board  
16 Tammy Fareed, Secretary, Hollis School Board  
17 Robert Mann, Hollis School Board (arrived at 6:07 p.m.)  
18 Carryl Roy, Vice Chairman, Hollis School Board (participated electronically)  
19 Tom Solon, Vice Chairman, COOP School Board  
20 Kate Stoll, Secretary, COOP School Board  
21 Cindy VanCoughnett, COOP School Board (participated electronically)  
22 Beth Janine Williams, COOP School Board  
23 Kelly Zakar, Brookline School Board (arrived at 6:05 p.m.)  
24

25 Members of the Board Absent: Kenneth Haag, Chairman, Brookline School Board  
26 Alison Marsano, Brookline School Board  
27

28 Also in Attendance: Gina Bergskaug, Asst. Superintendent of Curriculum and Instruction  
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30  
31 As Carryl Roy and Cindy VanCoughnett were participating electronically, in accordance with the Right to  
32 Know Law, Chairman Whalen requested they state, for the record; where they were, why their attendance in  
33 person was not reasonably practical, who, if anyone, was with them, and whether or not they were able to hear  
34 the proceedings.  
35

36 Member Roy responded she was at home due to illness, attendance in person was not reasonably practical given  
37 her health, she was alone, and could hear the proceedings.  
38

39 Member VanCoughnett stated she was out of state, attendance in person was not reasonably practical given her  
40 location, she was alone, and could hear the proceedings.  
41

42 Chairman Whalen stated, for the record, those present at the meeting were able to hear members Roy and  
43 VanCoughnett and reminded the Board all votes would be taken by Roll Call.  
44

45 **APPOINTMENT OF PROCESS OBSERVER**  
46

47 Chairman Whalen appointed Tom Solon to serve as Process Observer.  
48

49 **AGENDA ADJUSTMENTS** – None

1 **APPROVAL OF MEETING MINUTES**

2  
3 SAU 41 Governing Board ..... [December 15, 2022](#)

4  
5 **MOTION BY MEMBER DEURLOO BABCOCK TO APPROVE, AS PRESENTED**  
6 **MOTION SECONDED BY MEMBER STOLL**

7  
8 *A Viva Voce Roll Call vote was taken, which resulted as follows:*

9  
10 Yea: Tom Solon, Karen Jew, Kate Stoll, Holly Deurloo Babcock, Tom Enright, Krista Whalen, Amy Kellner,  
11 Tammy Fareed, Carryl Roy, Cindy VanCoughnett

12 10

13 Nay: 0

14 **MOTION CARRIED**

15  
16 SAU 41 Governing Board - **Public Hearing** ..... [December 15, 2022](#)

17  
18 *The following amendment was offered:*

19  
20 Page 2, Line 34; replace “increase” with “increased”

21  
22 **MOTION BY MEMBER DEURLOO BABCOCK TO APPROVE, AS AMENDED**  
23 **MOTION SECONDED BY MEMBER STOLL**

24  
25 *A Viva Voce Roll Call vote was taken, which resulted as follows:*

26  
27 Yea: Tom Solon, Karen Jew, Kate Stoll, Holly Deurloo Babcock, Tom Enright, Krista Whalen, Amy Kellner,  
28 Tammy Fareed, Carryl Roy, Cindy VanCoughnett

29 10

30 Nay: 0

31 **MOTION CARRIED**

32 *Members Arthur, Micavich, Williams and Zakar Abstained*

33  
34 SAU 41 Governing Board - **Non-Public** ..... [December 15, 2022](#)

35  
36 **MOTION BY MEMBER DEURLOO-BABCOCK TO APPROVE, AS PRESENTED**  
37 **MOTION SECONDED BY MEMBER STOLL**

38  
39 *A Viva Voce Roll Call vote was taken, which resulted as follows:*

40  
41 Yea: Tammy Fareed, Rob Mann, Kelly Zakar, Amy Kellner, Krista Whalen, Tom Enright,  
42 Holly Deurloo Babcock, Kate Stoll, Karen Jew, Cindy VanCoughnett, Carryl Roy

43 11

44 Nay: 0

45 **MOTION CARRIED**

46 *Members Arthur, Micavich, Williams, and Solon Abstained*

1 **REVENUE AND EXPENSE UPDATE**  
2

3 On the expense side of the ledger, a surplus is shown in the area of Student Services, which is the result of the  
4 position of Assistant Director of Student Services going unfilled until January. A surplus in the area of benefits  
5 is due to vacant positions and individuals not utilizing benefits and/or changing the type of plan. Within the  
6 category of General, there remains a surplus due to a delay in filling the Office Manager position and a recent  
7 vacancy created in the Compliance and Communication position. The balance, as of 2-6-23, is \$115,062. On  
8 the revenue side, there is a negative balance of \$50,328 resulting in a budget balance of \$64,734.  
9

10 The fund balance (as of 7-1-22) was \$260,385. Adding to that the \$64,734 results in an anticipated ending  
11 balance (6-30-23) of \$325,119 or 15.1% (target 7-10%).  
12

13 **PUBLIC INPUT**  
14

15 Chairman Whalen opened the period for public input at 6:10 p.m.  
16

17 No public input was offered.  
18

19 **NON-PUBLIC SESSION**  
20

21 **MOTION BY MEMBER DEURLOO BABCOCK THAT THE BOARD GO INTO NON-PUBLIC**  
22 **SESSION PURSUANT TO RSA 91-A:3 II (a) THE DISMISSAL, PROMOTION OR COMPENSATION**  
23 **OF ANY PUBLIC EMPLOYEE AND (c) TO DISCUSS A MATTER, WHICH IF DISCUSSED IN**  
24 **PUBLIC, WOULD LIKELY AFFECT ADVERSELY THE REPUTATION OF A PERSON, OTHER**  
25 **THAN A MEMBER OF THE BODY OR AGENCY ITSELF**  
26 **MOTION SECONDED BY MEMBER WILLIAMS**  
27

28 *A Viva Voce Roll Call vote was taken, which resulted as follows:*  
29

30 Yea: Karen Jew, Kate Stoll, Holly Deurloo Babcock, Tom Enright, Beth Janine Williams, Krista Whalen,  
31 Amy Kellner, Kelly Zakar, Colleen Micavich, Brooke Arthur, Robert Mann, Tammy Fareed, Carryl Roy,  
32 Cindy VanCoughnett  
33

34 14

35 Nay: 0  
36

37 **MOTION CARRIED**

38 *Member Solon was not present for the vote.*  
39

40 ***The Board entered non-public session at 6:12 p.m.***

41 ***The Board came out of non-public session at 8:56 p.m.***  
42

The Public Comment period was declared closed at 8:57 p.m.

1 **MOTION BY MEMBER FAREED THAT THE BOARD SEAL THE MINUTES OF THE NON-**  
2 **PUBLIC SESSION UNTIL THE MAY 2023 MEETING**  
3 **MOTION SECONDED BY MEMBER STOLL**

4  
5 *A Viva Voce Roll Call Vote was taken, which resulted as follows:*

6  
7 Yea: Krista Whalen, Amy Kellner, Karen Jew, Brooke Arthur, Holly Deurloo Babcock, Tom Enright,  
8 Tammy Fareed, Robert Mann, Colleen Micavich, Carryl Roy, Tom Solon, Kate Stoll,  
9 Cindy VanCoughnett, Beth Janine Williams, Kelly Zakar

10 15

11 Nay: 0

12 **MOTION CARRIED**

13  
14 **DELIBERATION**

- 15  
16 • To see what action the SAU Governing Board will take regarding the Superintendent's evaluation/contract  
17 extension/compensation for FY24

18  
19 **MOTION BY MEMBER ZAKAR TO ACCEPT THE SUPERINTENDENT'S EVALUATION AS**  
20 **DISCUSSED IN NON-PUBLIC**  
21 **MOTION SECONDED BY MEMBER WILLIAMS**

22  
23 *A Viva Voce Roll Call Vote was taken, which resulted as follows:*

24  
25 Yea: Krista Whalen, Amy Kellner, Karen Jew, Brooke Arthur, Holly Deurloo Babcock, Tom Enright,  
26 Tammy Fareed, Robert Mann, Colleen Micavich, Carryl Roy, Tom Solon, Kate Stoll,  
27 Cindy VanCoughnett, Beth Janine Williams, Kelly Zakar

28 15

29 Nay: 0

30 **MOTION CARRIED**

31  
32 **REPORT OUT BY PROCESS OBSERVER**

33  
34 Member Solon commented that the discussion of the evaluation and the process surrounding it was  
35 productive. He suggested internal training for new Board members might be helpful.

36  
37 Requested was that an agenda item be added to the May Governing Board meeting around the formation of a  
38 committee for the succession planning for the Superintendent position for SAU 41.

39  
40 **ADJOURNMENT**

41  
42 **MOTION BY MEMBER DEURLOO BABCOCK TO ADJOURN**  
43 **MOTION SECONDED BY MEMBER SOLON**

1 *A Viva Voce Roll Call Vote was taken, which resulted as follows:*

2  
3 Yea: Krista Whalen, Amy Kellner, Karen Jew, Brooke Arthur, Holly Deurloo Babcock, Tom Enright,  
4 Tammy Fareed, Robert Mann, Colleen Micavich, Carryl Roy, Tom Solon, Kate Stoll,  
5 Cindy VanCoughnett, Beth Janine Williams, Kelly Zakar

6 15

7 Nay: 0

8 **MOTION CARRIED**

9  
10 The February 16, 2023 meeting of the SAU 41 Governing Board was adjourned at 9:15 p.m.

11  
12  
13  
14 Date \_\_\_\_\_ Signed \_\_\_\_\_

DRAFT