

SAU 41 GOVERNING BOARD
FEBRUARY 19, 2019
MEETING MINUTES

A meeting of the SAU 41 Governing Board was conducted on Tuesday, February 19, 2019 at 6:05 p.m. at the Hollis Brookline Middle School Library.

Tammy Fareed, Chairman, presided:

Members of the Board Present: Erin Sarris, Vice Chairman
Holly Deurloo Babcock, Secretary
Elizabeth Brown, Hollis/Brookline COOP (arrived at 6:10 p.m.)
John Cross, Secretary, Hollis/Brookline COOP (arrived at 6:07 p.m.)
Rebecca Howie, Brookline School Board
Amy Kellner, Secretary, Hollis School Board
Matthew Maguire, Chairman, Brookline School Board
Robert Mann, Chairman, Hollis School Board
Alison Marsano, Secretary, Brookline School Board
Cindy VanCoughnett, Vice Chair, Hollis/Brookline COOP
Krista Whalen, Hollis/Brookline COOP

Members of the Board Absent: Tom Enright, Hollis School Board
Kenneth Haag, Vice Chairman, Brookline School Board
Melanie Levesque, Hollis/Brookline COOP
Tom Solon, Chairman, Hollis/Brookline COOP

Also in Attendance: Gina Bergskaug, Assistant Superintendent
Linda Sherwood, Assistant Business Administrator

APPOINTMENT OF PROCESS OBSERVER

Chairman Fareed appointed Rebecca Howie to serve as Process Observer.

AGENDA ADJUSTMENTS

It was noted, should the Board wish to make compensation adjustments to administrative staff on contract, there is but one additional meeting scheduled (May 9, 2019).

Chairman Fareed spoke of the concern raised and the discussion that occurred at the December meeting regarding action taken by the Board in May of 2018 to expend unexpended funds from the FY18 budget in the 2019 calendar year for personnel at the SAU.

Superintendent Corey consulted with legal counsel, James O'Shaughnessy, Esq., who opined the Board was well within the law to take the action it did. The legal opinion rendered quoted many RSAs that state SAU Governing Boards across the State are not the same kind of entity as district school boards. The SAU is a municipal corporation not restricted in the same ways school boards are. He recommended and the Board agreed, for the sake of complete transparency, future expenditures of unassigned fund balance should take place after conducting a Public Hearing.

PUBLIC INPUT - None

APPROVAL OF MEETING MINUTES

Special SAU 41 Governing Board January 3, 2019

The following amendment was offered:

Page 4, Line 45; correct the spelling of “situation”

MOTION BY MEMBER MANN TO APPROVE, AS AMENDED

MOTION SECONDED BY MEMBER CROSS

MOTION CARRIED

9-0

DISCUSSION

- Revenue and Expense Report

Linda Sherwood, Assistant Business Administrator, noted the report was included with the [agenda](#) packet. On the expense side, approx. \$30,000 is unexpended. Most of that balance is the result of savings in benefit costs, e.g., hired new Business Office employee in November, unanticipated changes in insurance. On the revenue side, there is additional revenue identified under miscellaneous (\$1,490), which is the result of an unanticipated Workers’ Compensation refund. The projected balance is \$31,413. The FY19 beginning balance was \$129,509. The projected FY19 ending balance is \$160,922, which is over 10% of the budget. The target is 7-10%.

Ms. Sherwood noted the report provided in October indicated the need to utilize \$44,000 of the fund balance, which is no longer the case.

Chairman Fareed stated the Board has historically held to the 7-10% range for the fund balance. There are a lot of contracts with employees for whom the Board often decides to change compensation with end of year adjustments.

If the Board wishes to expend any of the unassigned fund balance, a Public Hearing will have to be scheduled. Assistant Superintendent Bergskaug stated the budgeted amount for administrators is 3% and support staff 2.5%; however, the Board typically goes by the Consumer Price Index (CPI), which is 3.2%. Ignoring any other potential additional compensation, we are already looking at potentially spending more than what was in the budget.

The consensus of the Board was to conduct a non-public session and Public Hearing as part of the May meeting.

NON-PUBLIC SESSION

**MOTION BY MEMBER MARSANO THAT THE BOARD, BY ROLL CALL, GO INTO NON-PUBLIC SESSION PURSUANT TO RSA 91-A:3 II (a) THE DISMISSAL, PROMOTION OR COMPENSATION OF ANY PUBLIC EMPLOYEE AND (c) TO DISCUSS A MATTER, WHICH IF DISCUSSED IN PUBLIC, WOULD LIKELY AFFECT ADVERSELY THE REPUTATION OF A PERSON, OTHER THAN A MEMBER OF THE BODY OR AGENCY ITSELF
MOTION SECONDED BY MEMBER MANN**

A Viva Voce Roll Call was conducted, which resulted as follows:

Yea: Elizabeth Brown, John Cross, Krista Whalen, Alison Marsano, Rebecca Howie, Matthew Maguire,
Tammy Fareed, Robert Mann, Amy Kellner, Erin Sarris, Holly Deurloo Babcock, Cindy VanCoughnett
12
Nay: 0

MOTION CARRIED

*The Board went into non-public session at 6:18 p.m.
The Board came out of non-public session at 9:19 p.m.*

Member Brown departed at 9:00 p.m.

DELIBERATIONS

- To see what action the Board will take regarding the Superintendent's Evaluation

Chairman Fareed stated the Board would not be deliberating on the evaluation at this time, but rather would review and deliberate during the May 9, 2019 meeting after the final version is completed by the Superintendent Performance Evaluation Committee (SPEC).

Mr. Mann remarked one of the only and most significant roles of the SAU Governing Board is the Superintendent Evaluation. Chairman Fareed and others commented on Vice Chairman Sarris' complete and organized presentation.

ADJOURNMENT

**MOTION BY MEMBER MANN TO ADJOURN
MOTION SECONDED BY MEMBER VANCOUGHNETT
MOTION CARRIED
9-0**

The February 19, 2019 meeting of the SAU 41 Governing Board was adjourned at 9:21 p.m.

Date: _____

Signed: _____