

SAU41 GOVERNING BOARD
MAY 10, 2018
MEETING MINUTES

The Organizational meeting of the SAU41 Governing Board was conducted on Thursday, May 10, 2018 at 6:00 p.m. at the Hollis/Brookline Middle School.

Andrew Corey, Superintendent, presided:

Members of the Board Present: Holly Deurloo Babcock, Hollis/Brookline COOP
John Cross, Secretary, Hollis/Brookline COOP
Lauren DiGennaro, Brookline School Board (arrived at 6:26 p.m.)
Tammy Fareed, Vice Chairman, Hollis School Board
Kenneth Haag, Vice Chairman, Brookline School Board
Matthew Maguire, Chairman, Brookline School Board
Robert Mann, Chairman, Hollis School Board
Erin Sarris, Brookline School Board
Tom Solon, Chairman, Hollis/Brookline COOP
Michelle St. John, Hollis School Board
Krista Whalen, Hollis/Brookline COOP

Members of the Board Absent: Elizabeth Brown, Hollis/Brookline COOP
Tom Enright, Hollis School Board
Amy Kellner, Secretary, Hollis School Board
Melanie Levesque, Hollis/Brookline COOP
Alison Marsano, Secretary, Brookline School Board
Cindy VanCoughnett, Vice Chairman, Hollis/Brookline COOP

Also in Attendance: Gina Bergskaug, Assistant Superintendent
Amy Rowe, Director, Student Services
Kelly Seeley, Business Administrator
Linda Sherwood, Assistant Business Administrator

ORGANIZATION OF SAU41 GOVERNING BOARD

CHAIRMAN

Superintendent Corey called for nominations for Chairman of the SAU41 Governing Board for the 2018-2019 term.

**MEMBER WHALEN NOMINATED MEMBER DEURLOO BABCOCK
SECONDED BY MEMBER ST. JOHN**

**MEMBER MANN NOMINATED MEMBER FAREED
SECONDED BY MEMBER SOLON**

Superintendent Corey closed nominations

Superintendent Corey opened the floor for discussion of the nominees.

Ms. Whalen stated she nominated Ms. Deurloo Babcock having watched her grow as a Board member and believing she has done a phenomenal job. She spoke of the amount of work she has done for the COOP School District.

Mr. Mann remarked over Ms. Fareed's tenure in the Hollis School District, she has built a lot of solid experience. As a Board member, she has served extensively in committee work, and has pretty much lead the energy project in the District, which is running outstandingly smooth. He believes ascension to the Governing Board Chair would be a logical progression for her. He spoke of the importance of rotating the position of Governing Board Chair between the three boards.

When asked if they wished to serve, both candidates stated a desire to.

Ms. Deurloo Babcock stated she is ready to take on more of a leadership role and would like to learn more about each of the boards and how they function together.

Ms. Fareed spoke of having a particular interest in how all of the boards, including the Governing Board, communicate out to the taxpayers.

VOTE ON ELECTION OF HOLLY DEURLOO BABCOCK TO THE POSITION OF CHAIRMAN OF THE SAU41 GOVERNING BOARD FOR THE 2018-2019 TERM

6.00

VOTE ON ELECTION OF TAMMY FAREED TO THE POSITION OF CHAIRMAN OF THE SAU41 GOVERNING BOARD FOR THE 2018-2019 TERM

6.50

Superintendent Corey declared Tammy Fareed Chairman of the SAU41 Governing Board for the 2018-2019 term.

Superintendent Corey stepped down and Chairman Fareed presided.

VICE CHAIRMAN

Chairman Fareed called for nominations for Vice Chairman of the SAU41 Governing Board for the 2018-2019 term.

**MEMBER FAREED NOMINATED MEMBER DEURLOO BABCOCK
SECONDED BY MEMBER HAAG**

**MEMBER WHALEN NOMINATED MEMBER SARRIS
SECONDED BY MEMBER MANN**

Member Deurloo Babcock stated appreciation for the nomination; however, withdrew her name from consideration in favor of the nomination for member Sarris.

VOTE ON ELECTION OF ERIN SARRIS TO THE POSITION OF VICE CHAIRMAN OF THE SAU41 GOVERNING BOARD FOR THE 2018-2019 TERM

MOTION CARRIED

9-0

Chairman Fareed declared Erin Sarris Vice Chairman of the SAU41 Governing Board for the 2018-2019 term.

TREASURER

Chairman Fareed called for nominations for Treasurer of the SAU41 Governing Board for the 2018-2019 term.

With no nominations forthcoming, Ms. St. John volunteered to serve in this capacity.

**MEMBER ST. JOHN NOMINATED MEMBER ST. JOHN
SECONDED BY MEMBER WHALEN**

**VOTE ON ELECTION OF MICHELLE ST. JOHN TO THE POSITION OF TREASURER OF THE
SAU41 GOVERNING BOARD FOR THE 2018-2019 TERM**

MOTION CARRIED

9-0

Member St. John Abstained

Chairman Fareed declared Michelle St. John Treasurer of the SAU41 Governing Board for the 2018-2019 term.

SECRETARY

Chairman Fareed called for nominations for Secretary of the SAU41 Governing Board for the 2018-2019 term.

Ms. Deurloo Babcock volunteered to serve in this capacity.

**MEMBER DEURLOO BABCOCK NOMINATED MEMBER DEURLOO BABCOCK
SECONDED BY MEMBER WHALEN**

**VOTE ON ELECTION OF HOLLY DEURLOO BABCOCK TO THE POSITION OF SECRETARY
OF THE SAU41 GOVERNING BOARD FOR THE 2018-2019 TERM**

MOTION CARRIED

9-0

Chairman Fareed declared Holly Deurloo Babcock Secretary of the SAU41 Governing Board for the 2018-2019 term.

APPOINTMENT OF PROCESS OBSERVER

Chairman Fareed appointed Member Deurloo-Babcock to serve as Process Observer.

SAU41 Policy Committee

The following Members were appointed by the individual school boards to serve on the SAU Policy Committee:

Kenneth Haag, Erin Sarris (Alternate), Brookline School Board
Cindy VanCoughnett, Hollis Brookline Cooperative School Board
Michelle St. John, Hollis School Board

Under the description of the duties of the Vice Chairman, Policy [BDB](#) states:

“Additionally, the Vice-Chairperson shall lead the Superintendent Performance Evaluation Committee (SPEC).

AGENDA ADJUSTMENTS

Superintendent Corey requested the agenda be amended by moving the discussion of meeting dates to appear as the last item under Discussion.

Superintendent Corey noted a correction to the numbers listed on the agenda as the collective votes of the three districts on the SAU Budget Petition Warrant Article. The vote should have been listed as 820 in favor and 407 against.

There being no objection, the agenda was amended as requested.

Mr. Solon requested the Board identify representation to the SAU41 Budget Committee, Facility Committee, and signers of Manifests.

Members Sarris and Levesque agreed to be the signers of the Manifests.

The following Members were appointed by the individual school boards to serve on the SAU Budget Committee:

Kenneth Haag (Alternate), Brookline School Board
Michelle St. John, Hollis School Board
John Cross, Hollis Brookline Cooperative School Board

The following Members were appointed by the individual school boards to serve on the SAU Facility Committee:

Erin Sarris, Brookline School Board
Robert Mann, Hollis School Board
Melanie Levesque / Cindy VanCoughnett (Alternate); Hollis Brookline Cooperative School Board

PUBLIC INPUT - None

APPROVAL OF MEETING MINUTES

SAU41 Governing Board February 12, 2018

The following amendment was offered:

Page 2, Line 43; replace “alternate” with “alternative”

MOTION BY MEMBER MANN TO APPROVE, AS AMENDED
MOTION SECONDED BY MEMBER WHALEN
MOTION CARRIED

9-0

Member Whalen Abstained

SAU41 Governing Board - **Non-Public** February 12, 2018

MOTION BY MEMBER MANN TO APPROVE AS PRESENTED
MOTION SECONDED BY MEMBER WHALEN
MOTION CARRIED

9-0

Member Whalen Abstained

DISCUSSION

- Review of Revenue and Expense Report

Kelly Seeley, Business Administrator addressed the Revenue and Expense Report (dated 5-2-18) included as part of the [agenda](#) packet. When last presented, the report indicated a negative fund balance. The current report anticipates a fund balance of \$3,385. The difference is primarily due to the closing of the Purchase Order for the Student Services stand-in. The temporary position in the Business Office was unable to be filled through normal recruiting efforts. The cost shown represents the fees to the temporary agency. That cost is offset by the cost of benefits the District is not incurring due to how that position has been filled. The temp. employee has now been made permanent in the budget for next year.

Mr. Solon referred to the Fund Balance Projection section and the notation the Governing Board approved additional use of fund balance up to \$25,000, which has been zeroed out. He questioned if the Board had the option to approve use of additional monies. Ms. Seeley stated that would be her recommendation were the Board to make any kind of personnel adjustments. The recommended retained fund balance is 7-10% of the budget (\$105,000 - \$149,000). The current balance is slightly over 7%.

Superintendent Corey commented where the fund balance is getting to an appropriate level, in next year’s budget, should the Board wish to fund the merit pool, it would have to be from within the operating budget.

- Phase 1 SAU Review Committee

Superintendent Corey stated a representative from each of the school boards was appointed to the SAU Review Committee to look at the SAU from a strategic point of view.

He read the following statement:

“Tonight, Gina and I will present a draft overview of our strategic direction. The plan is developed off of the approved SAU41 Strategic Plan and provides us with a clear and consistent direction. Amy, Kelly,

Gina, and I have met on several occasions to create this broad framework. This framework has been shared with our leadership team and will be narrowed and aligned to specific objectives not only for the SAU but for our buildings and our teaching staff.

Presently, we are concluding another successful year. We are presently monitoring 4 budgets, getting set to launch 4 new budgets, we successfully negotiated 5 contracts, and we recently issued professional, paraprofessional, and non-union contracts. We, across our districts, increased our special ed trust funds in Brookline and the COOP. We passed a contingency fund as part of the Brookline budget. We established a water maintenance fund in Hollis. We are presently monitoring the HSTEP project in Hollis. We put forth two facility projects in the COOP with the turf field being passed by our voters. We reviewed our math program. We continued our emphasis on STEM and added staffing in Brookline and the COOP, which will reduce class sizes while delivering enhanced instruction to our students.

Our sports teams and clubs have successfully represented our communities with girls volleyball and boys and girls basketball winning State titles, and our robotics program once again qualified for Nationals. Our music program saw a record number of All-State selections, and our drama students once again shined on stage.

Our Administration worked hard to secure over \$400,000 worth of security grants. Our Middle School will receive the first annual Homeland Security School Emergency Preparedness Award, and our High School Library Commons was selected to receive the Excellence in Education Award as the Best School Library in New Hampshire.

Our SAT and ACT scores at the High School are above the State and National averages. Once again, our Seniors will be choosing from the finest colleges and universities across the country.

In Special Education, we established the CHOICE Program at the High School and completed a review of service delivery models for the COOP. Our ESY program is set to kick off in just a few short weeks and we are beginning to take steps for our construction projects, which will occur this summer. Along with those construction projects we will have our regular summer maintenance and our Administrative Retreats.

We are gearing up to negotiate 2 contracts and once again look forward to beginning our budget development in late July for the FY20 budget. All too quickly, we will be here once again kicking off the 2018-2019 school year. The framework that you will be previewing will be further tweaked and adjusted prior to our next SAU meeting in September.

In closing, I want to thank each of you for giving of your time to enhance the offerings for the students from Brookline and Hollis.”

Superintendent Corey stated the committee is now ready to bring in the Board members and begin the discussions. The committee will review cost allocations (how the cost is distributed to the three districts) and will look at the food services program to look at ways to better manage that.

- Strategic Direction

Assistant Superintendent Bergskaug provided a presentation (tape counter [44:13](#)). She spoke of the importance of continually reflecting upon the Strategic Plan (Plan).

The Plan was developed around the Mission & Vision. It focuses on student growth and achievement, and doing that through effective staff, utilizing technology to support both student growth and achievement and staff, focusing on how we prepare our students for the future, how we maintain our facilities, and how we provide learning beyond our traditional classroom. We do all of this with reminding ourselves that what we do is for the students.

Surrounding that is a reminder of how the SAU fits in. The SAU Leadership Team's work is driven by the Mission. That is the Superintendent's role. Providing the curriculum by which all of those goals are achieved, is where the Assistant Superintendent comes into play. Financially supporting personnel and facilities so they can develop all of that is where the Business Office fits in, and supporting students in all possible needs to ensure growth is where the Director of Student Services fits in.

To focus the work of SAU41 and our Leadership Team and then down to each of the districts; for this year and next they sum it up as thinking of the whole child. The SAU Leadership Team talked about how they would look at the whole child and then categorize the work they are doing. They came up with the categories of infrastructure, college and career readiness, essential standards, and habits of learning. They want to look at the work the SAU has been doing and continue to do and see how those aren't just in one bucket, but how one bucket flows into another bucket. They have directed the work, supported the work, lead the work, and focused the professional growth in these areas.

When discussing capital improvements, you might wonder how they are focused on student growth. We can't ignore the hierarchy of basic needs because kids need safety, shelter, and food. Without all of that the rest is nonsense. We have to provide a secure and safe environment for our students with a building that they feel safe and secure within so that we can then provide the curriculum, instruction, and learning experiences and an opportunity for them to feel like they are ready to receive that.

Mr. Cross questioned if an example of real world learning is internships. Assistant Superintendent Bergskaug stated it to be a lot of different things; could be internships, extended learning opportunities, functional living skills. It is how do we best prepare students for their future, whatever that future might be/whatever their needs might be. It is very personalized. When asked, Amy Rowe, Director, Student Services, stated it is often outside of the classroom and the application is in the real world.

Assistant Superintendent Bergskaug reiterated the work falls into the stated categories. The Superintendent identifies key trends to make sure we stay in front of them. The person who works with curriculum develops the learning to advance the students to that next level to best prepare them for the future. Student Services continually thinks of creative solutions to give all students access to all learning. The Business Office figures out how to make sure we can realize our goals.

There are underlying drivers in order to make this work, and that is sort of where the SAU strategic planning works comes into play. If we are here for the students what does that mean? We want to ensure that we provide what is best for all students, which means we have to plan strategically, e.g., by reviewing our food services; how do we maximize what we are doing day-to-day providing food for students in a healthy and cost-effective manner. Potentially, we seek out financial efficiencies by hiring SAU shared employees (shared between districts), identify similar themes between districts and purchase in bulk to reduce costs.

There is the need to continually remind ourselves of the end goal of the Mission & Vision. Thinking innovatively, Brookline developed the STEP program, the COOP developed the CHOICE Program. We need to think outside the box to identify how we can better meet the needs of all of our students. We need to work collaboratively to ensure we are not duplicating efforts. Some of the work done this year had elementary teachers working together across the districts to ensure that we are sharing resources, ideas, and not reinventing the wheel. We need to do all of this through transparent practices.

In order to do all of this, we have to ground ourselves and remind ourselves how the Plan fits in. Each year in the Leadership Retreats, building leadership teams are asked to develop goals for their buildings that are aligned with the Plan. They have been pulling different strategies and reporting out at the end of the year on their progress. Assistant Superintendent Bergskaug displayed examples of the areas each of the individual districts have taken a look at, which highlight what they have been doing individually is really part of an overall collective plan to ensure that we are working together, moving forward together as a unified district.

Mr. Solon commented the focus area of college & career readiness seems a little narrow. Assistant Superintendent Bergskaug stated this will become quite important at the COOP level as the District reports out on the number of students that are college and career ready. There are a number of factors that will be looked at. The ultimate goal is whatever that next step is, are we preparing them, in all different ways.

Mr. Solon commented from a title standpoint where this is a SAU Strategic Plan, were he a parent having a child in K-6 he would wonder where his child is captured in that. He suggested the title of that section might be more general at this level.

Assistant Superintendent Bergskaug commented the District has done a lot with its STEM Expo in the elementary districts where Hollis and Brookline have worked together to bring anyone in the STEM fields to the Middle School to take a look at hands-on what are the possibilities, what can you do.

Mr. Solon suggested it may be accurate. He questioned if they are only focusing it on the end goal of either college or vocational outcome commenting he had the impression we were looking at the whole child and when talking about real world learning; the target extends beyond the academics alone.

Vice Chairman Sarris suggested the bucket could be renamed more appropriately. Mr. Solon responded he is uncertain if it should be if using things like STEM activities as the elements building towards it. That is well aligned with college and career. If you were going to bring in things that had to deal more with socialization or personal finance, it would be more encompassing.

Chairman Fareed questioned if he was thinking along the lines of including life skills type of terminology. Mr. Solon responded if in fact that is going to be the target. He questioned if that is an accurate capture of the target.

Chairman Fareed commented when in the K-6 mindset we are tuned out of the COOP years and then we arrive at the Middle School and the High School and find that we were not apprised properly of the end goals; what the limitations and opportunities in the High School are, in order to guide our thinking about our kids' academic paths. That is one thing she likes about the title.

Vice Chairman Sarris stated her opinion you need to be broader and talk about life experiences because of the age group you are looking at; K-12. Life experiences is developing inter-personal skills; modeling good

behavior, etc. If the end goal is to be good citizens whether that be college, military, vocational. She questioned if habits of learning are where the real world or social/emotional learning fall into the buckets.

Assistant Superintendent Bergskaug stated the social/emotional learning crosses over all three, the real-world learning crosses all four, the capital is sort of focused really on the infrastructure, personalized learning goes across all four, and allocation of resources goes across all four.

Ms. Holly Deurloo Babcock commented this is a presentation that will continue to be refined with the Committee membership.

Amy Rowe, Director, Student Services stated one of the next steps and part of the discussion with leadership is saying take it to your building level and how do your next goals fit within this, and then even down to the personal teacher level of how do your professional development goals fit within this, and align it with this.

Assistant Superintendent Bergskaug remarked the next step of that is how do we create professional development opportunities that are more local, how do we bring more folks inhouse to provide targeted professional development not just on the two days in the calendar that we have to do so.

Chairman Fareed requested the Committee consider the feedback from the Board for a broader title to consider over college & career readiness.

Ms. Sarris questioned, now that there seems to be more time put into strategic planning, is there any thought about outcomes aside from sort of targets and goals, the broader outcomes that we are looking to achieve over a period of time and how to get there. That is looking at behaviors of students changing, parental perceptions, etc. Is there any talk of taking it to that level whether you do a survey or take a sampling of students and see where they are here and track it over a period of time, so you have that data?

Superintendent Corey stated some of the tracking data is easy because there are certain assessments that have to be given. There are pieces that are difficult to measure like social/emotional learning, but we all know how essential that is. After we are able to define it, then we need to look and say what are going to be our measuring tools to define if we are being successful. With some of the pieces like real world learning, social/emotional, that is vaguer than say math, which is simpler because there is NWEA, SAT tests, etc. He commented we have some great programs that we do for discipline and merit awards, but we haven't necessarily tracked those to see if we are making progress from year to year.

Superintendent Corey remarked there will be a more refined product in September. Then they can look district by district. The other piece they want is the flexibility to address the needs of a particular district, e.g., in one district the focus might be math where in another it might be social skills.

Mr. Mann spoke of having served on the original committee for the Five Year Strategic Plan. The Committee worked for many months just trying to figure out how to structure it and make it a usable document. The desire was to create goals that set the direction. What came out of that work was they didn't want to go deeper than that, they wanted everyone else to consume the goals and figure out, on their own, how to get there. The examples that were provided showing the districts putting out their initiatives but also tying that to specific elements back to the Plan is hugely important because it shows that we are doing work that matters, that we said matters in the Plan.

When asked how the individual school boards and the SAU Governing Board get some kind of reporting from this Plan, Superintendent Corey stated with the individual districts they start off in September with what they are targeting for their building and their district and how that aligns to the Plan and then coming up in June each of the boards will receive a report out on the success rate towards those goals. What this should do is allow the SAU to start to track the larger picture of the allocation of resources towards professional development to support those goals, the structuring of the budget and how that budget is crafted to support the goals of the Plan.

He remarked during his tenure, the SAU has used the Plan as the roadmap. The intent is to further define that roadmap. Under Gina's leadership, we are doing a lot more reflecting on what the data does through the PLCs. That has evolved from a group of teachers meeting to a group of teachers talking about the strategies a particular teacher utilized in his/her classroom that worked well and what others might take from that for their classroom.

When asked if there are opportunities for teachers to open their classroom to others for a specific lesson, etc. Assistant Superintendent Bergskaug stated that is a culture shift, but one that was started a few years ago with the November professional development day where the entire day was filled with teachers putting themselves out there to share something that they are passionate about, work that they do in their classroom that they think is typical, but it is really extraordinary. That has gained a lot of enthusiasm. SAU-wide all teachers, over the summer, have the opportunity to work together doing a book study and learning new technology tools. That is just becoming the norm. Teachers from Hollis and Brookline were sent to a conference last summer and then together they presented in all three districts.

Vice Chairman Sarris stated she would like to see a video library of professional development opportunities created, and high school students used as the videographers to gain that real-world learning experience. Assistant Superintendent Bergskaug responded that is starting with the June professional development day.

- SAU review of cost allocations

Superintendent Corey stated as part of the Review Committee he and the Business Administrator wish to reflect on how the SAU allocates the SAU costs. They will reflect on that and return to the Board with a recommendation this fall.

- SAU review of food services

Superintendent Corey stated a service has come in to review the SAU's food services to look at everything we do from labor and product standpoints and will offer suggestions on how to become more efficient. The Business Office is coordinating those efforts.

Mr. Solon questioned if this is being managed on a district by district level or a SAU level. Superintendent Corey stated it is managed on a SAU level, but the report is district by district. The first thing the SAU does is look to see if there is anything in common, e.g., are there issues that are shared by all three districts that can be easily addressed.

Mr. Solon spoke of objections expressed in the past around the SAU41 Governing Board talking about district level items. Chairman Fareed stated the Governing Board oversees the SAU offices, Administration, and staff. It does not oversee the individual districts. Mr. Solon remarked if it is not in the SAU budget we are really not supposed to be talking about it. Chairman Fareed noted the Food Services Manager is a SAU employee. If bringing a consultant in to look at the food service practices it is extremely wise to look at how that position has

carried its load because it is a substantial part of what is going on. However, it will impact districts. The discoveries will come out of how the kitchens work, but the employee is at the SAU level.

Vice Chairman Sarris commented as a member of her individual district board, if she knows the conversation can help the district do something more efficiently and help with the cost of something, she thinks it is worth having the conversation without getting into the details of what the district needs.

Mr. Solon remarked he is thinking of it from the standpoint of duplication. Anything the Superintendent wants to do will be done at the district board meeting. Superintendent Corey stated that to be correct, but because it goes back to the Plan he wished to make all boards aware of what is occurring.

- Meeting Dates for 2018-2019

The four proposed meeting dates for the SAU41 Governing Board are October 11, 2018, December 13, 2018 (Budget Public Hearing), February 7, 2019 (Superintendent Evaluation), and May 9, 2019 (Re-organization).

Mr. Mann questioned if it is believed the number of meetings will allow the Board to address the work it needs to do. He spoke of the amount of work involved in preparing for the February meeting. When asked about the amount of time involved in the collection of data from each of the Board Chairs for compiling input into the evaluation, Mr. Mann stated it required roughly 6-8 hours to put the information together after receiving it, which in itself takes several weeks. Vice Chairman Sarris suggested the deadlines could be pushed back to help facilitate that.

Mr. Solon requested the February meeting date be moved to the 4th or 5th.

The Board discussed the proposed calendar, the constraints it places on the Administration, the meeting dates not yet identified, e.g., individual district Public Hearings, Brookline Deliberative Session, etc. Superintendent Corey highlighted the calendar dates that have a line through them indicating two meetings scheduled. The Brookline School Board has been asked and is considering moving its meeting day.

The consensus of the Board was to set the February meeting date as February 5, 2019.

Superintendent Corey stated the other dates could be added and the calendar reviewed again at the September meeting.

Vice Chairman Sarris spoke of the evaluation process and questioned if it could be on the agenda at an earlier time as a mid-year progress type of discussion that might shorten the ultimate end time. Chairman Fareed stated a mid-year evaluation was conducted in the first few years of the Superintendent's contract and proved difficult given the time commitment involved. Ms. Deurloo Babcock commented she found it difficult having just come on board and spending the entire first year evaluating the Superintendent. Chairman Fareed commented one of the issues is receiving the feedback submissions right up against the deadline. Mr. Mann commented he has always felt there to be far too many elements under each section. He suggested the sections be pared down. Superintendent Corey stated his belief what the Board has is a document he would recommend be utilized for any Superintendent who is new to the SAU. The Board may want to consider charging the Policy Committee to review the evaluation and consider whether it should be condensed for a Superintendent that has been with the SAU for a certain number of years. It could be developed into two different evaluations.

MOTION BY MEMBER MANN THAT THE POLICY COMMITTEE LOOK FOR OPPORTUNITIES TO PARE DOWN THE SUPERINTENDENT EVALUATION PROCESS TO A MINIMUM OF FOUR ELEMENTS

MOTION SECONDED BY MEMBER MAGUIRE

ON THE QUESTION

Mr. Solon stated his opposition to the motion. He commented when attempts were made to narrow the evaluation in the past, what stood out was that each and every item included in the evaluation was important to someone and captured their ability to quantify something. The Board opened up the opportunity for Board members to fill out only the items of particular importance to them. The challenge is in the roll-up. Last year two things happened that caused problems; it was distributed late and completed late. As a result, two steps that are defined in the process did not occur; deliberation of the individual districts reviews got rolled up, at least in some districts, without discussion so that when it came to this common evaluation many Board members were seeing the roll-up for the first time from their own district and that roll-up turned into a marathon session, which to some degree limited its effectiveness, and left a lot of open editing without the opportunity for the Governing Board to see the final product. That did not happen the year before.

Adjustments have been made and things have been corrected. It would be nice to have the process work as intended with the document as intended before making changes. He suggested if the Board tries to get into a discussion about changing it, it would consume an entire meeting in and of itself. He stated he has no objections to the Policy Committee looking at it and providing suggestions, but he is hard pressed to give it an edict that they have to shrink it.

Vice Chairman Sarris questioned if the Policy Committee could suggest the individual districts do a review on their own. Mr. Solon stated that to be in the process already.

AMENDED MOTION BY MEMBER MANN THAT THE POLICY COMMITTEE LOOK FOR OPPORTUNITIES TO PARE DOWN THE SUPERINTENDENT EVALUATION PROCESS
MOTION SECONDED BY MEMBER MAGUIRE

ON THE QUESTION

Mr. Mann commented he feels there are several elements that cross one another and almost say the same thing, but in a different way. When that gets rolled up, we literally go through each and every item, which equates to hours of work in a single meeting. It gets to the point where the Board's ability to vet all that information drops tremendously.

Ms. Deurloo Babcock questioned if the Vice Chairman is part of the Policy Committee. Chairman Fareed stated the Vice Chairman runs the Policy discussion of the Superintendent's evaluation. Mr. Solon stated the Vice Chairman implements it but is not a De facto member of the Policy Committee.

MOTION WITHDRAWN

MOTION BY MEMBER MANN THAT THE POLICY COMMITTEE AND THE VICE CHAIRMAN LOOK INTO OPPORTUNITIES TO PARE DOWN THE SUPERINTENDENT EVALUATION PROCESS DOCUMENT

MOTION SECONDED BY MEMBER FAREED

ON THE QUESTION

Chairman Fareed favored an opportunity for it to be visited at the individual board level.

Vice Chairman Sarris suggested some of the issue may be in how instructions are provided for individuals to provide input. It may be a matter of the wording used. There may also be a means of streamlining the roll-up process.

MOTION CARRIED

9-0

Mr. Cross commented one thing that came up during the meeting around the evaluation was how to provide periodic feedback, have the chance to provide credit when credit is due, provide course corrected, if needed, etc. He spoke of a statement made that the Board Chairs meet with the Superintendent on a regular basis and that feedback happens. He wanted to be certain that occurs. Chairman Fareed stated that to be part of the regular structure. Mr. Cross questioned if the Superintendent finds that to be effective.

Superintendent Corey stated the Chair meetings were added two years ago, and that was probably one of the best things the Board did. They are able to bring forward Board concerns. He and the Assistant Superintendent typically meet with the Chairs. If the discussion is specific to a particular concern the Business Administrator and/or Director of Student Services will join in. He finds that process to work well. One of the things previously asked of him was that he complete the form in the November/December timeframe and get it out to the boards.

Mr. Cross suggested the individual board chairs bring back to their respective boards information on how the conversation is going.

Director Rowe commented in the past she has provided a Student Services overview. She has typically offered one daytime and one evening slot to provide that overview. She also opens it up to Budget Committee members. Members expressed a desire to participate. It was suggested a video of the overview could be created as well. The Board will be informed of the date(s) when scheduled.

NON-PUBLIC SESSION

MOTION BY MEMBER SOLON 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 RSA 91-A:3 II (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 MAGUIRE

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

Yeah: Tom Solon, Holly Deurloo Babcock, Robert Mann, Tammy Fareed, Lauren DiGennaro, Matt Maguire, Ken Haag, Erin Sarris, Krista Whalen, John Cross, Michelle St. John

11

Nay:

0

MOTION CARRIED

*The Board entered non-public session at 8:03 p.m.
The Board came out of non-public session at 10:32 p.m.*

Member Whalen departed at 9:22 p.m.

**MOTION BY MEMBER SOLON THAT THE BOARD, BY ROLL CALL, SEAL THE MINUTES OF THE NON-PUBLIC SESSION UNTIL SUCH TIME AS THE MAJORITY OF THE BOARD VOTES THAT THE PURPOSE OF THE CONFIDENTIALITY WOULD NO LONGER BE SERVED
MOTION SECONDED BY MEMBER WHALEN**

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

Yeah: Tom Solon, Holly Deurloo Babcock, Robert Mann, Tammy Fareed, Lauren DiGennaro, Matt Maguire, Ken Haag, Erin Sarris, John Cross, Michelle St. John

10

Nay:

0

MOTION CARRIED

DELIBERATIONS

- To see what action the Board will take regarding recommended SAU Board meeting dates for the 2018-2019 school year

<u>Date</u>	<u>Location</u>	<u>Major Purpose</u>
October 11, 2018	Brookline	Budget Preparation / Goals for 2018-2019
December 13, 2018	Hollis	Budget Public Hearing / Superintendent Evaluation Discussion
February 5, 2019	Hollis	Superintendent Evaluation
May 9, 2019	Brookline	Organizational Meeting

MOTION BY MEMBER MANN TO APPROVE THE MEETING DATES FOR THE SAU41 GOVERNING BOARD FOR THE 2018-2019 SCHOOL YEAR AS STATED

MOTION SECONDED BY MEMBER HAAG

MOTION CARRIED

9-0

- To see what action the Board will take regarding the acceptance of the votes cast on the SAU41 FY19 Budget Warrant Articles

Chairman Fareed stated the SAU Budget Petition Warrant Article passed with a collective vote of the three districts; **820** in favor and **407** against.

MOTION BY MEMBER MANN TO ACCEPT THE RESULTS OF THE VOTES CAST ON THE SAU41 FY19 BUDGET WARRANT ARTICLE AS STATED

MOTION SECONDED BY MEMBER SARRIS

MOTION CARRIED

9-0

- To see what action the Board will take regarding the Superintendent’s recommendations for contract/compensation for SAU staff members

MOTION BY MEMBER DEURLOO BABCOCK TO APPROVE THE SUPERINTENDENT’S RECOMMENDATIONS FOR CONTRACT/COMPENSATION FOR SAU STAFF MEMBERS

MOTION SECONDED BY MEMBER MANN

MOTION CARRIED

9-0

- To see what action the Board will take regarding the Superintendent’s evaluation/compensation for FY19.

MOTION BY MEMBER MANN TO APPROVE THE SALARY INCREASE OF 4.5% AND A MERIT BONUS AWARD IN THE AMOUNT OF FIVE THOUSAND DOLLARS (\$5,000) EFFECTIVE JULY 1, 2018

MOTION SECONDED BY MEMBER DEURLOO BABCOCK

MOTION CARRIED

9-0

Mr. Solon requested the Chairman contact the Business Administrator to clarify the per diem rate that will be used for reimbursement of unused vacation time.

ADJOURNMENT

MOTION BY MEMBER MANN TO ADJOURN

MOTION SECONDED BY MEMBER ST. JOHN

MOTION CARRIED

9-0

The May 10, 2018 Organizational meeting of the SAU41 Governing Board was adjourned at 10:39 p.m.

Date _____

Signed _____