

SAU #2 BOARD MEETING
Humiston Building – Conference Room
103 Main Street, Meredith NH
June 5, 2023 @ 6:00 PM

MINUTES

CALL TO ORDER

Mrs. Moriarty called the meeting to order at 6:01 p.m.

PLEDGE OF ALLEGIANCE

RECORD ROLL

Members Present -

Ashland:

Mr. Stephen Heath
Mrs. Sandra Coleman
Mrs. Siobhan Balazs*

Members Present -

Inter-Lakes:

Mr. Craig Baker
Mr. Mark Billings
Mr. Charley Hanson
Mrs. Lisa Merrill
Mr. Duncan Porter-Zuckerman
Mrs. Nancy Starmer

Administrators Present:

Mrs. Mary Moriarty, Superintendent

Members Absent:

Ms. Jennifer Foote*
Mr. Stephen Felton
Mr. Jesse Farris

Members Absent:

None

Others Present:

Heather Bullimore, Recording Secretary

**With notice*

PUBLIC COMMENT – *Opened at 6:01 p.m.*

REORGANIZATION OF THE SAU #2 BOARD

A. Chair

Mrs. Merrill moved, seconded by Duncan, to elect Mr. Mark Billings for Chair of the SAU #2 Board. The motion passed unanimously.

B. Vice-Chair

Mr. Billings moved, seconded by Mr. Baker, to elect Duncan as the Chair of the SAU #2 Board. The motion passed unanimously.

C. Secretary

Mr. Heath moved, seconded by Mr. Hanson, to elect Jennifer Foote for Secretary of the SAU #2 Board. The motion passed unanimously.

MINUTES

A. Public Hearing and Board Meeting – December 16, 2022

Mr. Porter-Zuckerman moved, seconded by Mr. Hanson, to approve the minutes of the Board Meeting of December 16, 2022. The motion passed 6-0-2, Mrs. Balazs and Mr. Baker abstaining.

B. SAU #2 Board Meeting

Mr. Baker moved, seconded by Mrs. Merrill, to approve the minutes of the Board Meeting of March 1, 2023. The motion carried 6-0-2, Mr. Baker and Mr. Porter-Zuckerman abstaining

COMMUNICATIONS / CORRESPONDENCE

A. Secretary of the SAU #2 Board

None.

B. Members of the SAU #2 Board

None.

FINANCIAL REPORT

A. Review of Financial Reports

Mrs. Moriarty provided a review of financial reports for SAU #2.

The fund balance is at approximately \$139,000. The SAU does need some fund balance to break even this year. Mrs. Moriarty provided details on specific SAU #2 expenses, including part-time and temporary salaries and hourly wages, and noted that she hopes the Board will considering using some fund balance toward the upcoming staffing transition at the SAU office.

Discussion ensued. Mr. Billings noted that Meredith has previously returned 90% to the taxpayers. Mr. Baker pointed out a discrepancy in the numbers on the budget attachment. Mrs. Moriarty noted that she would look into the numbers with Mrs. Temperino. Mr. Baker noted that the hourly wages for June 26-30 are notated differently, and asked if those days were unplanned or unencumbered. Mrs. Moriarty will look into this. She noted that the goal is always to project full salaries to get the best possible accuracy on the operating budget number.

NEW BUSINESS

A. SAU #2 Highlights

Mrs. Moriarty reviewed informational highlights from SAU #2.

The SAU office encompasses Accounts Payable, Accounts Receivable, payroll, behavioral service, administrative support and more. The School District has 1,087 students, 197 of whom have IEPS and 148 of whom have 504s. Mrs. Moriarty provided a breakdown of student and staff numbers. 654 people pass through in some capacity to do some work within the schools (including volunteers, coaches, and substitutes).

Discussion ensued. Mr. Baker asked if the retirees are people who still come to the schools. Mrs. Moriarty explained that they are mostly individuals still receiving benefits from the District who work with Human Resources on plan selections and changes.

There are three Collective Bargaining Agreements in the District. Mrs. Moriarty noted that Ashley Dollof, HR Director, has done a great job formalizing the benefit overviews.

Mr. Baker asked how student IEPs are handled? Mrs. Moriarty explained that their case managers and special education teachers are the frontline, and the Director of Student Services oversee all IEPs and 504s. The Director of Student Services works at the SAU office and is constantly interacting with the state, which does various audits of the District. The Director of Student Services also interacts quite a bit with high needs students and their families, as well as handling homeless/unaccompanied students and their transportation.

The Board requested that Mrs. Moriarty explain the differences between IEPs and 504s. Mrs. Moriarty explained that an IEP is developed for a student with a disability who needs specialized learning or support to meet their goals, while a 504 is usually more about making accommodations for a life function that might interfere with learning (i.e. severe allergies, physical disabilities, etc.). Mrs. Moriarty noted that the District currently has a high number of 504s.

Mrs. Moriarty shared an overview of how many School Board meetings have occurred for the last few years. There have been more School Board meetings since the pandemic. Mrs. Starmer noted that Mrs. Moriarty works very hard to prepare for every one of these meetings. Mr. Baker asked if it's a rule for Superintendent to be at every meeting. Mrs. Moriarty said she feels it is an important part of her job. Mr. Hanson noted there is no statutory requirement on how many meetings a School Board must have per year, but the School District has a policy for that.

Mrs. Moriarty shared an overview of how many policies have made it to the School Board for at least a first reading this year.

Mrs. Moriarty reviewed the grants that are currently open. Typically, the SAU has three years of grants open at one time. They are generally on two-years cycles. In recent years, Mrs. Moriarty has acted for many grants as a federal projects manager, with help from Mrs. Temperino and Mrs. Dodge.

Discussion ensued. Mr. Baker asked if Mrs. Moriarty is writing the grants herself. Mrs. Moriarty explained that she wrote all of the ESSER grants. COVID dropped a lot of spending at one time, and Mrs. Moriarty absorbed a lot of that work. Mrs. Dodge, Christine Taggett, Mrs. Temperino, and Mrs. Moriarty meet monthly regarding IDEA grants and ensure that grant funds are being used in the best way possible.

Right now, the SAU has a total of 21 open grants. Decisions have been made for spending of monies, they just haven't been spent yet. Mr. Billings noted that the administrative responsibilities have been seasonally impacted by COVID. Mr. Porter-Zuckerman noted that it seems there has been an increase in the complexities of the SAU's services, particularly administration of the grants. Mrs. Moriarty said she hopes to shift grant responsibilities to the Curriculum Coordinator for Inter-Lakes. Mrs. Moriarty and Mrs. Temperino feel good about their work on the IDEA grants, and that work will continue with Lisa Holiday. Mrs. Moriarty noted that she feels more hopeful about grants now than she has in the past.

B. Unused Vacation Time

Mrs. Moriarty explained that Elaine has vacation days that she may not be able to take before her retirement. Discussion ensued. Mrs. Moriarty recommended that the Board

grant Mrs. Dodge payment in the amount of \$3,170.06 in lieu of her taking the vacation days before the end of the year.

Discussion ensued. Mrs. Moriarty noted that Mrs. Dodge is particularly involved in cases of high-needs students and their families and that those situations can be highly complex. Mr. Porter- Zuckerman noted that the grants issue is also tied into this, and the Board must be cognizant of how they approach funding moving forward. Mrs. Moriarty noted that as families' and students' needs become more complex, so do staff's needs.

Mrs. Moriarty said that the job of the District is to serve the public no matter what, and that includes students ages 3-22. Mrs. Balazs noted that rates of diagnosable behavioral concerns are high. Mr. Billings noted that over the eleven years that he has been on the Board, there has been a huge increase in spending for Special Education, and that Inter-Lakes and Ashland have excellent reputations for their Special Education offerings.

Mrs. Moriarty noted that Mrs. Dodge is retiring at the end of June, and that June is not a good time for an administrator to take vacation time. Mr. Porter-Zuckerman said that if Mrs. Dodge is amenable to accepting payment instead of vacation days, and it recognizes a sacrifice she has been making, it makes sense. Mrs. Starmer expressed that normally, the District does not let people carry over vacation days. Mrs. Moriarty replied that the District does allow people to carry five vacation days over into the next year, but Mrs. Dodge does not have that option. Mrs. Starmer noted that she wants to be cautious about setting a precedent, even for a situation like this.

The Board tabled voting on this item for after the Nonpublic Session. The Board did not revisit this after Nonpublic Session and therefore, no action was taken.

ADDITIONAL BUSINESS

- A. Members of the SAU #2 Board
- B. Members of the Administration

PUBLIC COMMENT – *Closed at 6:58 p.m.*

ANNOUNCEMENTS

- A. **Tuesday, June 6, 2022**
Ashland School Board @ Ashland Elementary School – Heffernan Media Center
 - Policy Review Committee – **5:00 p.m.**
 - School Board Meeting – **5:30 p.m.**
- B. **Tuesday, June 13, 2022**
Inter-Lakes School Board @ Humiston Building – Conference Room
 - Regular School Board Meeting – **6:00 p.m.**

NON-PUBLIC SESSION – RSA 91-A:3 II (a)(c)

The dismissal, promotion, or compensation of any public employee or the disciplining of such employee; and matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this Board, unless such a person requests an open meeting.

Mr. Hanson moved, seconded by Porter-Zuckerman, to move into Non-Public Session. Mr. Billings called the roll.

YES: Mr. Baker, Mr. Heath, Mrs. Balazs, Mr. Billings, Mrs. Merrill, Mr. Hanson, Mrs. Starmer, Mr. Porter-Zuckerman

NO: --

The motion passed unanimously. The Board entered Nonpublic Session at 6:59 p.m.

Mr. Baker moved, seconded by Mrs. Merrill, to return to Public Session. Mr. Billings called the roll.

YES: Mr. Baker, Mr. Heath, Mrs. Balazs, Mr. Billings, Mrs. Merrill, Mr. Hanson, Mrs. Starmer, Mr. Porter-Zuckerman

NO: --

The motion passed unanimously. The Board reentered Public Session at 8:00 p.m.

NEW BUSINESS (cont.)

C. Transition Plan

Mr. Porter-Zuckerman moved, seconded by Mrs. Merrill, to approve hiring Elaine Dodge as Support for the Director of Student Services at the rate of \$55/hour for up to 600 hours for the 23/24 school year, to be paid out of IDEA funds. The motion carried 8-0.

Mr. Baker moved, seconded by Mr. Porter-Zuckerman, to accept Assistant Superintendent Mrs. Temperino's retirement, effective August 31, 2023. The motion carried 8-0.

Mr. Porter-Zuckerman moved, seconded by Mr. Hanson, to approve hiring Ashley Dolloff as Business Administrator for SAU#2, effective August 31, 2023 at a salary of \$115,000.

Mr. Hanson moved, seconded by Mrs. Starmer, to approve downgrading the Human Resource Director position to a Human Resource Generalist position at a starting salary of \$60,000. Administrative responsibilities for Human Resources will be met by Ashley Dolloff, Business Administrator. The motion carried 8-0.

Mr. Hanson moved, seconded by Mrs. Starmer, to approve using SAU #2 fund balance to fund the presented transition plan. The motion carried 8-0.

Mrs. Starmer moved, seconded by Mrs. Balazs, to hire an accountant for 23/24 school year at a salary of \$60,000. The motion carried 8-0.

ADJOURNMENT

Mrs. Merrill moved, seconded by Mr. Baker to adjourn the meeting at 8:11 p.m. The motion carried 8-0.

Meeting adjourned at 8:11 p.m.

Respectfully submitted,
Heather Bullimore, Recording Secretary