

**SCHOOL ADMINISTRATIVE UNIT #2 BOARD MEETING**  
**Ashland Elementary School - Cafeteria**  
**16 Education Drive, Ashland**  
**May 15, 2018**

**DRAFT**

**I. CALL TO ORDER**

Chairman Billings called the meeting to order at 6:00 p.m.

**II. PLEDGE OF ALLEGIANCE**

**III. RECORD ROLL**

**Members Present -**

**Ashland:**

Mr. Glenn Dion  
Ms. Deborah Boyer  
Mrs. Sandra Coleman  
Mr. Stephen Heath

**Members Absent:**

Ms. Renee Liebert\*

*\* absent with notice*

**Members Present -**

**Inter-Lakes:**

Mr. Mark Billings, Chair  
Mr. Howard Cunningham  
Mr. Richard Hanson  
Ms. Lisa Merrill  
Mr. Duncan Porter-Zuckerman  
Dr. Susan Palmer-Ansorg

**Members Absent:**

Mr. Craig Baker \*

**Administrators Present:**

Mrs. Mary Moriarty  
Mrs. Trish Temperino  
Mr. Chuck DiCecca  
Mrs. Ashley Dolloff  
Mr. Jefferson Braman

**IV. PUBLIC INPUT**

None

**V. RECOGNITION**

Superintendent Moriarty, on behalf of the SAU #2 Board presented Mr. DiCecca, Special Education Director with a memento to acknowledge and thank him for his 29 years of dedicated service as he moves on to retirement. Mr. DiCecca worked with the highest degree of student centeredness; his kindness, passion and commitment to the four communities that comprise SAU #2 will be hard to match.

Mr. DiCecca provided an overview of his work with SAU #2 – noting that Mr. Cunningham hired him part-time in 1986; the rest is history.

Superintendent Moriarty, on behalf of the SAU #2 Board presented Mr. Braman, Accountant with a memento to acknowledge and thank him for his 10 years of services. Mr. Braman has worked behind the scenes to keep operations going, keeping the District in a good place with finances with a calm, thoughtful and logical approach. Best wishes were extended as he moves on as Business Administrator in Franklin.

**VI. MINUTES**

Mr. Dion moved, seconded by Mr. Cunningham, to approve the minutes of the Public Hearing and SAU #2 Board Meeting of December 19, 2017 as written. The motion carried unanimously.

Mr. Porter-Zuckerman moved, seconded by Ms. Merrill, to approve the minutes of the SAU #2 Special Board Meeting of April 10, 2018. The motion carried by majority, with Ms. Boyer, Ms. Coleman, Mr. Hanson, and Dr. Palmer-Ansorg abstaining.

**VII. COMMUNICATION / CORRESPONDENCE**

None

**VIII. FINANCIAL REPORT****A. Review of Financial Reports**

Mrs. Temperino reported that the District is in a good financial position to end the year. An important item to note is that the New Hampshire Retirement System (NHRS) recently changed their position regarding positions falling into teacher and employee categories; certified positions, excluding Superintendent and Assistant Superintendent now fall into the Teacher category effective April 2018. Mrs. Temperino pointed out that the Director of Student Services position now falls in that category (see attachment #3). There was not time to budget with the current budget or next year's budget for this 5-6% difference.

**B. SAU 2016-2017 Audit Information**

Mrs. Temperino reported that the District had clean audit, with no findings. She attributed the positive results of the audit to the diligent work of Business Office staff for their administration of the day to day operations and preparation for the audit. If anyone would like a hard copy of the audit they are available.

**IX. NEW BUSINESS****A. SAU Benefits Overview**

Mrs. Moriarty reviewed changes to the SAU Benefits Overview (attachment #4); primary changes were related to an overview being presented annually to the Board and moving the cost share of health insurance. At the November Board meeting, approval was given to start moving the cost share to an 80/20 split. This change will move towards alignment with health insurance packages consistent with those that are offered to teachers; developing efficiency with options. Mrs. Moriarty stated that the changes begins to establish parity between SAU staff and Inter-Lakes staff.

Ms. Merrill moved, seconded by Mr. Hanson, to approve the SAU Benefits Overview for 2018-2019 as written. The motion carried unanimously.

Mr. Cunningham raised issue of parity between SAU staff and Inter-Lakes Staff; the retirement incentive is going to be a big decision that the Board will need to think about and discuss. Mr. Billings request that Mrs. Temperino quantify the impact of the retirement incentive to the budget, for future discussion and review.

**B. Proposal to Restructure Accountant position to Finance Assistance**

Mrs. Moriarty noted that with Mr. Braman leaving it provided an opportunity to look at how we might restructure and better reflect responsibilities. Mrs. Moriarty provided a detailed review of the proposed Finance Assistance job description and Accountant job description. It was explained that Assistant Superintendent Temperino will be taking over supervision previously held by the Accountant; establish a system of accountability. Mrs. Temperino said that she supports the proposal and feels it would be a good transition.

Lengthy discussion ensued regarding changes in the aspects of roles and responsibilities; budget impact of salary to hourly; and concern was raised with Mrs. Temperino assuming more responsibilities. Mrs. Moriarty clarified that a position is not being eliminated; the proposed position would provide for restructuring of the Finance Office.

Mr. Hanson moved, seconded by Mr. Dion, to approve the restructure of the Accountant position to Finance Assistance. The motion carried unanimously.

**X. ADDITIONAL/NEW BUSINESS****A. Members of the SAU #2 Board – None****B. Members of the Administration - None**

**XI. PUBLIC INPUT**

None

**XII. ANNOUNCEMENTS**

**A. Tuesday, May 22, 2018**

Inter-Lakes School Board @ TBD

- Policy Review Committee – 5:00 p.m.
- School Board Meeting – 6:00 p.m.

**B. Tuesday, June 5, 2018**

Ashland School Board @ Heffernan Media Center, Ashland Elementary School

- Policy Review Committee – 5:30 p.m.
- School Board Meeting – 6:30 p.m.

**C. Tuesday, June 12, 2018**

Inter-Lakes School Board @ Humiston Building – Conference Room, Meredith

- Policy Review Committee – 5:00 p.m.
- School Board Meeting – 6:00 p.m.

**D. Tuesday, July 10, 2018**

Ashland School Board @ Heffernan Media Center, Ashland Elementary School

- Policy Review Committee – 5:30 p.m.
- School Board Meeting – 6:30 p.m.

**XIII. NON-PUBLIC SESSION**

Ms. Merrill moved, seconded by Mr. Porter-Zuckerman, to enter Non-Public Session in accordance with RSA 91-A:3 II (a)(c) at 6:29 p.m. The Board Secretary polled members and the vote was unanimously in favor.

**PUBLIC SESSION**

Mr. Cunningham moved, seconded by Mr. Dion, the Board return to Public Session at 7:47 p.m. The motion carried unanimously.

**A. PROFESSIONAL STAFF NOMINATIONS**

Mr. Billings reported that the Board, in Non-Public Session, voted to accept the 2018-2019 SAU salary adjustments as presented; with an amendment to the Superintendent’s salary to reflect a \$3,000 increase.

Mr. Dion moved, seconded by Mr. Porter-Zuckerman, the Board approve the nomination of Mrs. Ashley Dolloff as Human Resources Director for 2018-2019. The motion carried unanimously.

The Board expressed a preference in salary increases be presented dollar amounts versus percentages.

Mr. Billings stated that an evaluation process for the Superintendent needs to be developed by the SAU Board. The Board will be working to develop a goal focused evaluation system.

The Board would like to hold a non-public meeting for the purposes discussing salaries, student population, public relations, and succession planning. The option to meet in August was discussed.

**XIV. ADJOURNMENT**

Chairman Billings adjourned the meeting at 7:55 p.m.

Respectfully Submitted,

Marilyn G. Martell  
Recording Secretary

## **Non-Public Session I**

May 15, 2018

Members Present: Mr. Billings, Mr. Dion, Mr. Cunningham, Ms. Boyer, Ms. Coleman, Mr. Heath, Ms. Merrill, Mr. Porter-Zuckerman, Mr. Hanson, Dr. Palmer-Ansorg

Members Absent: Mr. Baker, Ms. Liebert

Administrators Present: Mrs. Moriarty, Superintendent; Mrs. Temperino, Assistant Superintendent

Others Present: Ms. Martell, Recording Secretary

At 6:30 p.m. Mrs. Moriarty and Mrs. Temperino brought forward the recommendation of Kayla Allen to fill the Finance Assistant position as approved by the Board. A thorough review of her qualifications, efficiency, ability and readiness to fulfill the responsibilities was provided.

Lengthy discussion ensued regarding the importance of separating salary and education. The consensus of the Board supported moving forward with the recommendation of Kayla Allen as Finance Assistant; with one class as outlined in Benefits overview.

**Non-Public Session II**

May 15, 2018

Members Present: Mr. Billings, Mr. Dion, Mr. Cunningham, Ms. Boyer, Ms. Coleman,  
Mr. Heath, Ms. Merrill, Mr. Porter-Zuckerman, Mr. Hanson,  
Dr. Palmer-Ansorg

Members Absent: Mr. Baker, Ms. Liebert

Administrators Present: Mrs. Moriarty, Superintendent; Mrs. Temperino, Assistant Superintendent

Others Present: Ms. Martell, Recording Secretary

At 6:53.p.m. Mrs. Moriarty presented the 2018-2019 SAU Salary Adjustments;  
providing a detailed overview of each position.

Concerns were expressed with the salary range offered to fill the  
Accounting & Business Specialist position.

At 7:02 p.m. Mrs. Moriarty, Mrs. Temperino and Ms. Martell were excused from the  
Non-Public session.