

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

AGENDA

I. CALL MEETING TO ORDER

II. PLEDGE OF ALLEGIANCE

III. RECORD ROLL

Members Present:

Members Absent:

Others Present:

IV. PUBLIC COMMENT – *Opened at _____ p.m.*

V. REORGANIZATION OF THE SAU #2 BOARD

A. Chair

Motion to elect the Chair of the SAU #2 Board.

Moved by: _____ Second: _____

Vote: _____

B. Vice-Chair

Motion to elect the Vice-Chair of the SAU #2 Board.

Moved by: _____ Second: _____

Vote: _____

C. Secretary

Motion to elect the Secretary of the SAU #2 Board.

Moved by: _____ Second: _____

Vote: _____

VI. MINUTES

A. Public Hearing and Board Meeting – December 16, 2022 (Action Item)

Mrs. Moriarty

(Attachment #1)

Motion to approve the minutes of the Board Meeting of December 16, 2022.

Moved by: _____ Second: _____

Vote: _____

- B. SAU #2 Board Meeting – March 1, 2023 (Action Item)
(Attachment #2)

Motion to approve the minutes of the Board Meeting of March 1, 2023.

Moved by: _____ Second: _____

Vote: _____

VII. COMMUNICATIONS / CORRESPONDENCE

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

VIII. FINANCIAL REPORT

- A. Review of Financial Reports (Information Item) Mrs. Moriarty
(Attachment #3)

IX. NEW BUSINESS

- A. SAU #2 Highlights (Information Item) Mrs. Moriarty
(Attachment #4)
B. Unused Vacation Time (Action Item) Mrs. Moriarty
(Attachment #5)

Motion to approve payment for unused vacation time in the amount of for the Director of Student Services as presented.

Moved by: _____ Second: _____

Vote: _____

- C. Transition Plan (Action Item) Mrs. Moriarty

Motion to approve the SAU #2 Transition Plan as presented.

Moved by: _____ Second: _____

Vote: _____

X. ADDITIONAL BUSINESS

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

XI. PUBLIC COMMENT – *Closed at _____ p.m.*

XII. 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.**

XIII. 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.

Motion to move into Non-Public Session.

Moved by: _____ Second: _____

Vote: _____

Motion to return to Public Session.

Moved by: _____ Second: _____

Vote: _____

XIII. ADJOURNMENT (Action Item)

Motion to adjourn the meeting at _____ p.m.

Moved by: _____ Second: _____

Vote _____

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**SAU #2 PUBLIC HEARING & BOARD MEETING
Ashland Elementary School - Cafeteria
103 Main Street, Meredith, NH
December 16, 2022 @ 5:00 PM**

MINUTES

I. CALL MEETING TO ORDER

Chair Billings called the meeting to order at 5:07 p.m.

II. PLEDGE OF ALLEGIANCE

Members and guest participated in the Pledge of Allegiance.

III. RECORD ROLL

**Members Present -
Ashland:**

Ms. Sandra Coleman
Mr. Jesse Farris
Mr. Stephen Felton
Ms. Jennifer Foote
Mr. Stephen Heath

Members Absent:
None

**Members Present -
Inter-Lakes:**

Mr. Mark Billings, Chair
Mr. Howard Cunningham*
Mr. Charles Hanson
Ms. Lisa Merrill*
Mr. Duncan Porter-Zuckerman
Ms. Nancy Starmer*

Members Absent:
Mr. Craig Baker (*with notice*)

**Remote Attendance/Alone*

**Administrators
Present:**

Mrs. Mary Moriarty

Others Present:

Mr. David Ruell

IV. PUBLIC COMMENT – Opened at: 5:07 p.m.

V. NON-PUBLIC SESSION

Mr. Porter-Zuckerman moved, second by Ms. Coleman, to enter Non-Public Session at 5:09 p.m. in accordance with 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.

Ms. Foote, Board Secretary called the roll call as follows:

YES: Mr. Heath, Ms. Coleman, Mr. Farris, Mr. Felton, Ms. Merrill, Mr. Billings,
Mr. Cunningham, Mr. Hanson, Mr. Porter-Zuckerman, Ms. Starmer

NO: None

The motion passed 11-0.

Public Session

Ms. Foote moved, second by Mr. Porter-Zuckerman, to enter Public Session at 5:43 p.m. The motion passed 11-0.

VI. PUBLIC HEARING

Mr. Billings opened the Public Hearing regarding the proposed SAU #2 Fiscal Year 2023-2024 Budget at 5:44 p.m.

Public Input:

None

With no input or inquiries from the public; Mr. Billings closed the Public Hearing at 5:45 p.m.

VII. MINUTES

Mr. Heath moved, second by Mr. Hanson, to approve the minutes of the SAU #2 Board Meeting of November 29, 2022. Ms. Foote, Board Secretary called the roll call as follows:

YES: Mr. Heath, Ms. Coleman, Mr. Farris, Mr. Felton, Ms. Merrill, Mr. Billings, Mr. Cunningham, Mr. Hanson, Mr. Porter-Zuckerman, Ms. Starmer

NO: None

The motion passed 10-0-1; Ms. Foote abstained

COMMUNICATIONS / CORRESPONDENCE

Secretary of the SAU #2 Board - None

Members of the SAU #2 Board - None

VIII. BOARD BUSINESS

Approval of the SAU #2 Budget for Fiscal Year 2023-2024

Mr. Hanson moved, second by Ms. Merrill, to approve the SAU #2 Budget for Fiscal Year 2023-2024 with an increase of \$41,000 for Recognition of Service; bringing the budget amount to \$1,414,264.

Ms. Foote, Board Secretary called the roll call as follows:

YES: Mr. Heath, Ms. Coleman, Mr. Farris, Mr. Felton, Ms. Merrill, Mr. Billings, Mr. Cunningham, Mr. Hanson, Mr. Porter-Zuckerman, Ms. Starmer

NO: None

The motion passed 11-0.

IX. ADDITIONAL BUSINESS

Members of the SAU #2 Board - None

Members of the Administration - None

X. PUBLIC COMMENT – Closed at: 5:49 p.m.

XI. ANNOUNCEMENTS

A. Tuesday, January 3, 2023

Ashland School Board @ Ashland Elementary School – Heffernan Media Center

- School Board Meeting – **6:00 p.m.**

B. Tuesday, January 10, 2023

Inter-Lakes School Board @ Humiston Building – Conference Room

- School Board Meeting – **6:00 p.m.**

C. Tuesday, May 16, 2023

SAU #2 Board @ Humiston Building – Conference Room

- SAU #2 Board Meeting – **6:00 p.m.**

XII. ADJOURNMENT

Ms. Merrill moved, second by Ms. Foote, to adjourn the meeting at 5:50 p.m. The motion passed unanimously.

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**SAU #2 BOARD MEETING
Humiston Building – Conference Room
103 Main Street, Meredith, NH
March 1, 2023 @ 6:00 PM**

MINUTES

I. CALL MEETING TO ORDER

Chair Mark Billings called the meeting to order at 12:11 p.m.

Chair Billings declared an emergency for the meeting due to recent weather events and the time-sensitive need to complete the hiring process for the SAU #2 Director of Student Services position. Due to the emergency, Mr. Felton, will participate remotely by phone at the time the School Board will consider a nomination.

II. RECORD ROLL

**Members Present -
Ashland:**

Mr. Stephen Heath
Mr. Stephen Felton*

**Late with notice; remote*

Members Absent:

Ms. Jennifer Foote*
Ms. Sandra Coleman,
**With notice*

**Members Present -
Inter-Lakes:**

Mr. Mark Billings, SAU Chair
Mr. Howard Cunningham
Mr. Charles Hanson
Ms. Lisa Merrill
Ms. Nancy Starmer

Members Absent:

Mr. Craig Baker
Mr. Duncan Porter-Zuckerman

**Administrators
Present:**

Mrs. Mary Moriarty

Others Present:

Tim _____
Lisa Holiday

III. NON-PUBLIC SESSION

Ms. Starmer moved, second by Mr. Hanson, to enter Non-Public Session at 12:15 p.m. in accordance with RSA 91-A:3 II (b) involving the hiring of any person as a public employee.

In the absence of the Board Secretary, Mr. Hanson called the roll call:

YES: Ms. Starmer, Mr. Heath, Mr. Cunningham, Ms. Merrill, Mr. Billings, Mr. Hanson

NO: None

The motion passed unanimously.

Public Session

Mr. Hanson moved, second by Ms. Merrill, to enter Public Session at 1:44 p.m.

Mr. Billings called the roll call:

YES: Ms. Starmer, Mr. Heath, Mr. Cunningham, Ms. Merrill, Mr. Billings, Mr. Hanson

NO: None

The motion passed unanimously.

IV. ADDITIONAL BUSINESS

- A. Members of the SAU #2 Board
None
- B. Members of the Administration
None

V. PUBLIC COMMENT – Closed at: 7:37 p.m.
No public comment.

VI. ANNOUNCEMENTS

A. Tuesday, March 7, 2023

- Ashland School Board @ Ashland Elementary School Heffernan Media Center
 - Ashland Regular School Board Meeting – 6:00 p.m.

B. Thursday, March 9, 2023

- Inter-Lakes School Board @ Inter-Lakes Community Auditorium
 - Inter-Lakes Annual School District Meeting – 6:00 p.m.

C. Tuesday, March 14, 2023

- Inter-Lakes and Ashland School District Officers Elections

D. Tuesday, March 21, 2023

- Inter-Lakes School Board @ Humiston Building Conference Room
 - Inter-Lakes Regular School Board Meeting – 6:00 p.m.

E. Tuesday, May 16, 2023

- SAU #2 Board @ Humiston Building Conference Room, Meredith
 - SAU #2 Regular Board Meeting – **6:00 p.m.**

VII. ADJOURNMENT

Ms. Merrill moved, seconded by Mr. Heath to adjourn the meeting at 1:44 p.m. The motion passed unanimously.

School Administrative Unit #2
Central Office Change in Fund Position
For Year Ending June 30, 2023

ATTACHMENT # 3

date prepared 5/24/2023

July 1, 2022	Total Fund Equity	\$ 158,717
2022/2023	Revenues	\$ 1,283,442
	Expenses	\$ (1,171,371)
	Encumbrances	<u>\$ (131,150)</u>
	Sub Total Fund Balance	\$ 139,638
	Hourly Wages June 26-30	\$ (5,962)
	Anticipated Fund Balance	133,676

School Administrative Unit #2
Central Office Budget Expenses Worksheet

2022/2023

date prepared

05/24/23

Account #	Description	Budget 2022/2023	FY20 Encumb	Y-T-D	Balance	Current Encumb	Budget Balance
100	Superintendent	133,311		117,929	15,382	15,382	-
102	Assistant Superintendent	131,735		116,535	15,200	15,200	-
107	Director of Student Services	107,919		95,467	12,452	12,452	-
113	Business Office Staff	160,202		141,558	18,644	20,888	(2,243)
113	Business Office Staff Over-Time	5,000		5,581	(581)		(581)
114	Human Resources Director	81,563		72,152	9,411	9,411	-
115	Administrative Support	112,091		91,026	21,065	13,788	7,276
118	Treasurer	750		750	-	-	-
119	Merit	6,000		6,500	(500)		(500)
123	Temp/Part Time Salaries	51,000		77,204	(26,204)	-	(26,204)
210	Retirees Health & Dental Insurance	39,053		42,584	(3,531)	3,094	(6,625)
211	Health Insurance	162,935		136,650	26,285	18,234	8,051
212	Dental Insurance	12,256		10,550	1,706	1,412	294
213	Life Insurance	3,679		1,248	2,432	112	2,320
214	Disability Insurance	2,702		2,768	(66)	274	(340)
220	FICA	57,920		53,397	4,523	6,492	(1,969)
231	NHRS-E	88,753		76,483	12,270	10,345	1,925
232	NHRS-T (Director of Student Services)	22,685		20,277	2,408	2,407	0
250	Unemployment Compensation Ins.	504		306	198	-	198
260	Workers Compensation Ins.	1,539		1,440	99	-	99
290	Other Employee Benefits	850		850	-	-	-
318	Legal Fees	400		308	92	92	-
320	Audit	9,300	-	7,550	1,750	-	1,750
330	Software Support Contract	53,325		57,105	(3,780)	-	(3,780)
331	Other Support Contracts	4,000	-	5,407	(1,407)	91	(1,498)
430	Repairs	300		794	(494)	184	(678)
441	Rent	2,000		2,000	-	-	-
442	Equipment Lease	720		720	-	-	-
520	Insurance	500		500	-	-	-
531	Telephone	1,692		1,132	560	155	404
534	Postage	3,000		4,000	(1,000)	-	(1,000)
540	Advertising	1,000		3,306	(2,306)	-	(2,306)
582	Conference Staff Dev and Training	9,000		4,682	4,318	350	3,968
585	Mileage Reimbursement	5,000		1,169	3,831	371	3,460
610	Supplies	6,500		6,333	167	332	(165)
640	Books	-			-		-
650	Software Miscellaneous	-			-		-
731	New Equipment	-			-	-	-
735	Replacement Equipement	-			-		-
737	Replacement Furniture	-			-		-
738	Replacement Computers	-			-		-
750	Capital Software	-			-		-
810	Dues & Fees	4,539		5,111	(572)	84	(656)
	Total	1,283,723	-	1,171,371	112,352	131,150	(18,798)

School Administrative Unit #2
Central Office Revenue
For Year Ending June 30, 2023

Date Prepared 5/24/2023

Account #	Revenue	Budget	Actual	Anticipated
401111	Appropriations	\$ 1,231,173	\$ 1,231,173	\$ 1,231,173
401960	Indirect Costs	\$ 50,000	\$ 46,433	\$ 50,000
401510	Interest Earned	\$ 500	\$ 683	\$ 750
401990	Other Income	\$ -	\$ -	\$ -
403290	HB1221		\$ 1,519	\$ 1,519
	Fund Balance			
Total Revenue		\$ 1,281,673	\$ 1,279,808	\$ 1,283,442

Student Information				
Category	Inter-Lakes	Ashland	SAU	Total
Students	928	159		1,087
Students IEPs	164	33		197
Students 504s	120	28		148

Staffing Information				
Category	Inter-Lakes	Ashland	SAU	Total
Teachers	117	23		140
Paraeducators	66	8		74
Administrators	11	1	4	16
Non-Bargaining/Support Staff	29	7	6	42
Volunteers	95	20	0	115
Coaches (not existing staff)	37	0	0	37
Substitutes	29	2	0	31
Retirees	187	8	4	199
Total	571	69	14	654

Agreements/Benefits				
Category	Inter-Lakes	Ashland	SAU	Total
Collective Bargaining Agreements	2	1	0	3
Benefits Overviews	2	1	1	4

SAU #2 Highlights

Financial Information				
Category	Inter-Lakes	Ashland	SAU	Total
Voted 23/24 Budget	\$31,482,583	\$4,296,866	\$1,414,264	\$37,193,713
2020/2021 Grants Total Allocation/Remaining Funds Number/Open	\$1,178,202/\$75,797 8/1	\$374,296/\$0 5/0	\$299,388/\$0* 2/0	\$1,851,886/\$75,797 15/1
2021/2022 Grants Total Allocation/Remaining Funds Number/Open	\$2,559,997/\$968,015 11/2	\$787,303/\$287,069 10/3		\$3,347,300/\$1,255,084 21/5
2022/2023 Grants Total Allocation/Remaining Funds Number/Open	\$1,051,766/\$573,422 12/8	\$254,447/\$161,597 8/7		\$1,306,213/\$735,019 20/15
2023/2024 Grants Total Allocation/Remaining Funds Number/Open	Information not available at this time; generally, available in July.			

*IDEA/Preschool IDEA was distributed through SAU; 21/22 and after distributed at the school district level.

To summarize, there are 21 open grants with a remaining \$2,065,900 to be processed.

SAU #2 Highlights

Board Meetings				
	Inter-Lakes	Ashland	SAU	Total
2016/2017	18	11	3	32
2019/2020	23	19	3	45
2020/2021	24	18	3	45
2021/2022	23	21	3	47
2022/2023*	19	16	3	38

*To Date

School Board Policies Updated/New*				
	Inter-Lakes	Ashland	SAU	Total
2022/2023	20	18		38

*Approved & at 2nd Reading Level; Does not include Reviewed

SAU #2 Highlights

Additional Federal Grant Information

Year	Number of Grants	Total	Typical Entitlement Grants	Notes	Year
2016/2017	8	\$718,230	Title IA (2) Title IIA (2) Title IVA (2) RLIS (IL only) REAP (AES Only) IDEA (2) IDEA Preschool (2)		2016/2017
2017/2018	10	\$721,968		<ul style="list-style-type: none"> 2 Robotics Grants = \$3,414 	2017/2018
2018/2019	14	\$858,317		<ul style="list-style-type: none"> 2 Remote Learning (COVID) Grants = \$9,000 2 Robotics Grants = \$3,139 	2018/2019
2019/2020	17	\$929,974		<ul style="list-style-type: none"> 2 ESSER I (COVID) Grants = \$219,366 1 CompEd (COVID/SPED) = \$9,895 3 Robotics Grants = \$24,382 	2019/2020
2020/2021	15	\$1,851,886		<ul style="list-style-type: none"> 2 ESSER II (COVID) Grants = \$1,092,720 3 Robotics Grants = \$13,950 	2020/2021
2021/2022	21	\$3,347,300		<ul style="list-style-type: none"> 2 ESSER III (COVID) Grants = \$2,456,497 6 SPED/Homeless (COVID) Grants = \$78,374 2 Robotics Grants = \$12,835 	2021/2022
2022/2023	20	\$1,306,213		<ul style="list-style-type: none"> 2 Robotics Grants = \$14,190 5 Safety Grants = \$500,000 1 Literacy Grant = \$5,546 	2022/2023

Confidential Memorandum

To: SAU #2 Board
From: Mary Moriarty, Superintendent
Date: May 31, 2023
Re: Unused Vacation Time

I am advocating that the SAU #2 Board consider compensating Elaine Dodge for her six (6) unused vacation days. It is not an expected benefit and not one that is included in the SAU Benefits Overview, rather the Overview specifically states that there will be no pay for unused time. Realistically, the needs of our students and schools have not afforded Elaine an opportunity to use this time; we have needed her present. I greatly respect her continued commitment to high quality service as she ends her career in a very demanding role.

The cost for the six (6) days at a rate of \$528.34 (includes per Diem plus FICA & New Hampshire Retirement) = \$3,170.06.

This expense is recommended to be funded from Fund Balance.