

School Administrative Unit #7

Spring Meeting Minutes

Date	April 08, 2021						
Time	6:00 p.m.						
Location	Stewartstown Community School						
Attendance							
P = Present R = Remote E = Absent							
School Board Members							
Clarksville		Colebrook		Columbia		Pittsburg	
P	Michel Dionne	P	John Falconer	P	Chris Brady	P	Lindsey Gray
E	Heather Mitchell	P	Deb Greene	P	Stacey Campbell	P	Jamie Gray
		P	Craig Hamelin	R	Carrie Klebe	P	Willard Ormsbee
Stewartstown		P	Brian LaPerle			E	Toby Owen
P	Betsy Gray	R	Nathan Lebel			E	Reggie Parker
P	Philip Pariseau	R	Michael Pearson				
		E	Tracey McKinnon				
		SAU #7				Public	
		P	Debra Taylor, Superintendent			S. Smith (Remote signed out 6:14 pm)	
		P	Cheryl Covill, Business Administrator				
		E	Jennifer Noyes, Special Services Coordinator				

Roll Call:

- The meeting was called to order at 6:05 pm by Superintendent Debra Taylor.

Organizational Meeting:

Superintendent Presiding:

- Welcome newly elected and re-elected board members
 - Heather Mitchell – Clarksville
 - Deb Greene – Colebrook
 - Tracey McKinnon – Colebrook
 - Chris Brady – Columbia
 - Bob Ormsbee – Pittsburg
 - Reggie Parker – Pittsburg
- Superintendent asked for nomination to fill the position of Chairman.

D. Greene / C. Brady: Motion to nominate John Falconer as SAU Board Chairperson.

VOTE: MOTION CARRIES

- The meeting was turned over to John Falconer.
 - John asked for nomination for Vice Chairman

B. LaPerle / L. Gray: Motion to nominate Chris Brady as Vice-Chairperson.

VOTE: MOTION CARRIES

- Accepting nomination to fill the Secretary position

J. Gray / D. Greene: Motion to approve Betsy Gray as Secretary.

VOTE: MOTION CARRIES

- Volunteers and/or Appointments
 - Technology Committee – John Falconer, Brian LaPerle, Nate Lebel, Deb Greene, Craig Hamelin, Philip Pariseau, Lindsey Gray, Stacey Campbell
 - Wellness Committee - Stacey Campbell, Deb Greene
 - SAU #7 Policy Committee - Chris Brady, Jamie Gray, Lindsey Gray, Deb Greene
 - Professional Development Committee – Heather Mitchell, Nate Lebel, Carrie Klebe
 - Professional Development Committee Community Member at Large - vacant
 - NCES Executive Board - vacant
 - NCES Executive Board Alternate – vacant
 - SAU #7 Treasurer – appointed -Eldonna Brooks

P. Pariseau / L. Gray: Motion to approve Eldonna Brooks as SAU #7 Treasurer.

VOTE: MOTION CARRIES

Hearing of the Public: None

Reading of the Minutes:

- SAU #7 Winter Meeting Minutes – December 10, 2020

C. Brady / S. Campbell: Motion to approve the minutes of December 10, 2020, as presented.

VOTE: MOTION CARRIES

School Administrative Unit #7 Reports:

- **Superintendent** – Debra Taylor
 - Reviewed entry plan work
 - Provided school board members a copy of her goals

- **Business Administrator** – Cheryl Covill
 - A brief overview of the annual school district meetings.
 - Future Grant Funding
 - ESSER II has been released, NHDOE is working to release guidelines. Guidelines have been expanded to cover air quality and HVAC systems.
 - The federal government has passed funding for ESSER III. Not sure what this will mean to public schools yet.
 - State Audits
 - The Food Service audit was held in March as a virtual meeting.
 - SAU #7 is in compliance and commended for our parent notification.
 - The Federal grant audit will be held at the end of May.
 - Professional Development
 - Funds are raised annually to support the Professional Development staff opportunities. This includes reimbursement to staff for workshops and courses as well as Keynote speakers during the Administrative Days. The amount raised for the past 4 years has been \$ 15,960.00 annually.
 - The current balance is \$ 25,000.
 - Do you wish to contribute this year or hold off for one year?

C. Brady / S. Campbell: Motion to defer the school district's contribution to the SAU Staff Development fund for one year due to minimal expenses due to COVID-19.

VOTE: MOTION CARRIES

- Our health insurance rate increase for FY 21-22 has been set at 2.3%. We were given a budget rate of 6.4%. Health Trust's Board of Directors revisited rate is less than the budget rate primarily due to the removal of the Guaranteed Maximum Rate (GMR) risk charge and the revised experience period coupled with a COVID-19 claims adjustment. For member groups currently participating in the Health Trust life coverage, there is no rate change for FY 2022.
- The NHDOE has begun the process of requesting waivers from the USDOE and USDA to offer summer food service programs. Each school is planning on offering students summer services which will allow us to feed the students and send meals home.

S. Campbell / C. Hamelin: Motion to provide meals in school or pick up at school.

VOTE: MOTION CARRIES

- We have requested an SAU #7 proposal to replace the copiers in the schools. This includes reconfiguring the locations in the building and the use of the copiers for any color printing not the printers in the classrooms.
 - Justin Falconer explained the building needs and review the Request for Proposals.
 - Received 4 bids. Narrowed down to two prospective vendors. Based on the review the recommendation would be to go with Symquest, however, there are a few more items that need to be investigated.

C. Hamelin / D. Greene: Motion to go with the recommended proposal and vendor pending reference checks and final review.

VOTE: MOTION CARRIES

- Electricity Supply vendors.
 - Discussed expanding the range of potential vendors or continue with Competitive Energy to receive bids on the behalf of SAU #7

C. Hamelin / D. Greene: Motion to approve continuing with Competitive Energy.

VOTE: MOTION CARRIES

- **Special Services** – Jennifer Noyes
 - Jen Noyes was unable to attend. Her written report covered the following:
 - Special education staff and students have been happy to return to in-person learning and quickly got back into the swing of things.
 - A noticeable increase in student behavior since the return has kept both special education and general education staff busy.
 - The special educators will soon begin administering our alternative assessment.
 - Currently in the process of planning our Extended School Year for this summer.
 - The Medicaid reimbursement training will begin shortly
- **IT** – Justin Falconer
 - Justin stated how much help John Shatney was to the success of our annual district meetings set up to meet COVID guidelines.
 - Through the CARES Act we purchased the following:
 - Chromebooks that have been on order since October are just arriving
 - New server installed in Pittsburg
 - Current Projects underway:

- Student Information System is being replaced
- IT management system will be installed shortly
- Copiers replacement will occur in June
- Future Projects:
 - R Cabling all Buildings
 - Update the SAU server in the 22-23 budget
 - Work on the 3-5 year Tech Plan
- Wellness Committee – next meeting: Wednesday, April 7, 2021, 9:00 am via Zoom
- Professional Development Committee – next meeting: Thursday, May 6, 2021, 3:00 pm via Zoom

Unfinished Business: None

Mike Pearson left the meeting at 6:55 pm.

Carrie Klebe left the meeting at 7:00 pm.

New Business:

- 2021-2022 SAU #7 Office compensation – will be in the non-public session at the end of the meeting.
- Review Fringe Benefit Policy – review in non-public session.
- Authorize application and membership agreement, Health Trust, Inc.

B. LaPerle / C. Brady: Motion to approve the membership agreement with Health Trust.

VOTE: MOTION CARRIES

- Determination of submission of IDEA and preschool grants
 - The consolidated IDEA grant will be written to pay a portion of the School Psychologist's salary and services needed in student case management. Preschool materials and curriculum will be purchased as well.

D. Greene / L. Gray: Motion to approve submission of the IDEA and preschool grants.

VOTE: MOTION CARRIES

- Authorize the Superintendent to submit any SAU #7 grants that may become available.

B. LaPerle / S. Campbell: To authorize the Superintendent to submit grants on behalf of SAU #7 upon board notification.

VOTE: MOTION CARRIES

- Last Day of School discussion
 - Students' last day will be June 17th and staff will conclude on June 18th.

D. Greene / S. Campbell: Motion to approve students' last day on June 17th and teachers on June 18th.

VOTE: MOTION CARRIES

- School Calendar 2021-2022

C. Brady / C. Hamelin: Motion to approve the school calendar for 2021 – 2022 as presented.

VOTE: MOTION CARRIES

- Professional Development Master Plan

D. Greene / P. Pariseau: Motion to approve the SAU #7 Professional Development Master Plan
VOTE: MOTION CARRIES

- Date and Time for SAU #7 Summer Meeting to be held at Columbia Town Hall.
 - The date was determined to be August 12th at 6:00 pm.

C. Brady / S. Campbell: Motion to approve August 12th at 6:00 pm to be held in Columbia.
VOTE: MOTION CARRIES

- Discussed copier software for tracking and student/staff access to copiers throughout the building.
 - Software product available through Paper Cut. Justin explained the purpose and advantages.

D. Greene / S. Campbell: Motion to approve the purchase of Paper Cut software from the 2020-2021 budget, upon approval of copier vendor.
VOTE: 10-Yes, 1-No (L. Gray)

Connecticut River Collaborative Committee: No discussion

Information: None

Non-Public:

L. Gray / C. Brady: Motion to go into non-public at 7:13 pm per RSA 91-A:3 II(a) – compensation for SAU#7 employees.

Roll Call Vote: M. Dionne – yes; J. Falconer – yes; D. Greene – yes; C. Hamelin – yes; B. LaPerle – yes; N. Lebel – yes; C. Brady – yes; S. Campbell – yes; L. Gray – yes; J. Gray – yes; B. Ormsbee – yes; B. Gray – yes; P. Pariseau – yes

- Debra Taylor was invited to stay in the non-public session.
- Cheryl Covill and Justin Falconer left the meeting at 7:15 pm.

Respectfully Submitted,
Cheryl Covill
Business Administrator

L. Gray / S. Campbell: Motion to return to public session at 7:53 pm.

Roll Call Vote: M. Dionne – yes; J. Falconer – yes; D. Greene – yes; C. Hamelin – yes; B. LaPerle – yes; N. Lebel – yes; C. Brady – yes; S. Campbell – yes; L. Gray – yes; J. Gray – yes; B. Ormsbee – yes; B. Gray – yes; P. Pariseau – yes

C. Brady / C. Hamelin: Motion for a 3.5% increase for all members of the SAU #7 staff and adjust the benefits as presented by the Superintendent.

Roll Call Vote: M. Dionne – yes; J. Falconer – yes; D. Greene – yes; C. Hamelin – yes; B. LaPerle – yes; N. Lebel – yes; C. Brady – yes; S. Campbell – yes; L. Gray – yes; J. Gray – yes; B. Ormsbee – yes; B. Gray – yes; P. Pariseau – yes

Adjournment:

D. Greene / J. Gray: Motion to adjourn the meeting at 7:55 pm.

VOTE: MOTION CARRIES

Respectfully Submitted,
Debra J. Taylor
Supertintendent

Adopted 08/12/2021