

SAU #20 BOARD MEETING
Wednesday, December 6, 2006
Draft of Minutes of Meeting
Gorham Middle High School Library

Present:

Milan Board: SAU Chairman Patricia Shute and Jacqueline Quintal

Dummer Board: Jennifer Miller and Nancy Bisson

Gorham Randolph Shelburne Cooperative Board: Jo Carpenter, Michelle Cormier, Gregg Corrigan, Donna Goodrich, Anne Hill, Jay Holmes, Kathleen Kelley, Reed Leberman, Paul Parteno, and Jean Tremblay

Administration: Paul Bousquet, Superintendent SAU #20, Pauline Plourde, Business Administrator, Becky Hebert-Sweeny and Steve Gordon, Co-Directors of SPED

Press: Gail Scott, Berlin Daily Sun

Public: David Goyette and Karen Cloutier

Other: Elizabeth Forestall, Recorder

I. Call to Order

Shute called the meeting to order at 6:35 p.m.

II. Public Comments (Information)

Pauline Plourde discussed highlights of the budget: salaries across the board are budgeted with a 3% increase, health insurance is projected to increase by 21% or \$12,489, a current staff position going from six to eight hours which now makes the position full time making it eligible for benefits for a total increase of \$24,381. Retirement increased by \$5,689. Also incorporated into budget this year is a \$17,338 increase from current year for co-sharing of the Director of Special Services; course reimbursement in business line of \$400 and \$1,200 for parking along with reduction in lines for a total increase of \$49,409.

Regular meeting now called to order at 6:39 p.m.

III. Approval of minutes November 16, 2006

Jennifer Miller discussed the evaluation of Superintendent's Committee Report. Three evaluation forms handed out for SAU final evaluation.

Motion made by Kelley to accept the minutes of 11/16/06 as drafted. Motion seconded by Paul Parteno. Discussion by Jennifer Miller regarding the evaluation of the Superintendent's Committee Report and three evaluation forms handed out for the SAU final evaluation. Vote: 13-0-5 abstained (Quintal, Leberman, Hill, Bisson and Goodrich). Motion approved.

IV. Adoption of 2007-2008 Budget (Discussion/Action)

Motion made by Carpenter to adopt the SAU #20 Budget as presented. Motion seconded by Hill. No discussion. Vote: 16-0-2 abstained (Quintal and Leberman). Motion approved.

V. Communications Written (Information)

1. Primex: Workers' Comp and Unemployment Insurance through the State.

VI. Superintendent's Report

1. Mission of SAU 20. After much discussion, the mission statement was agreed to by all: "The mission of SAU #20 is to cooperatively support the success of the students of our communities by providing administrative services and being fiscally responsible."

Motion made by Carpenter to adopt the Mission Statement as written above. Motion seconded by Kelley. Vote: 18-0-0. All in favor. So adopted.

2. Other

Paul Bousquet introduced Reed Leberman as the new Board Member from the Gorham Randolph Shelburne Cooperative. All introduced themselves to Leberman.

VII. Policy Book Report

Patricia Shute will not have a chance to work on the policy book until after the holidays.

VIII. Evaluation of Superintendent – Finalization of Document

Shute stated everyone is awaiting a chance to look at this. The suggestions made were minor language changes. Kelley worked with the New Hampshire Board Association and they said that it is very important as a Board Member to evaluate your own performance as a Board Member prior to evaluating the Superintendent. Jennifer Miller suggested looking at the Policy the Dummer Board put together and adopted. Carpenter asked if it could be shared once adopted and Bousquet said it will be e-mailed to everyone and thanked the Dummer Board for their hard work on this.

Miller said as there are only three on the Dummer Board to do individual evaluations, you could take it to their Board and make it quicker. Miller will add lines to the form for questions and concerns; changed wording to "variance".

Motion made by Cormier to accept the evaluation tool for the Superintendent's Evaluation as submitted. Motion seconded by Partenope. All in favor; motion approved.

Bousquet stated his goal is to have this evaluation tool done by the next Board meeting prior to March. The individual Chairs will tabulate and then forward to Shute as Chair of the SAU Board. Miller said the five (5) Chairs (SAU, GRS Coop, Milan, Errol and Dummer) will meet with Bousquet by the beginning of February to share the information.

IX. Business Administrator's Report

Pauline Plourde stated not much change in the finance report from last month as it was projected to the end of the year. She asked the Board to consider allowing her lost vacation days be turned into sick days because last year she lost seven (7) days and she will lose ten (10) days this year. It is hard for her to take vacation time as there is so much going on. Kelley stated that it would be an expense that would have to be budgeted. Bousquet stated we would not be setting a

precedent because Plourde is not covered by a bargaining agreement. Shute suggested that this year we will allow Plourde to take her 10 vacation days and move them to next year as a way to reward Plourde for her hard work. If Plourde does not use them by December 1st of next year, she will lose them.

Motion made by Kelley to allow Plourde to carry vacation days not used in 2006 to 2007. These days will be used by December 1, 2007 or will be lost. Motion seconded by Carpenter. Vote taken: all in favor. Motion approved.

X. Special Education Directors' Report

Rebecca Hebert-Sweeny stated there is a monthly report in all members' packets. All members are welcome to attend any of our monthly meetings. The meeting on December 7th is regarding paraprofessionals and will be at the Gorham Middle School. Paul Gordon said Pat???, a regional Special Education consultant is available on a free basis and is going to Errol and Milan to do evaluations of student support centers.

Cormier asked about the two programs mentioned in the Special Education report called "Lips" and "Engines" and a discussion ensued about the benefits of these programs which give children the tools to stabilize themselves to keep their bodies and minds stable. Bousquet explained these are different ways to keep children concentrating on their work. Teachers are learning new and different techniques. These programs are moving up through the grades at the Edward Fenn School. The "Lips" program targets language and literacy skills at early stages and helps children to develop naturally and sidestepping some of the referrals later.

XI. Non-Public Session – not needed.

XII. Other

Policy Manual needs to be sent out to everyone to discuss at the Saturday, May 5, 2007 2:00 p.m. meeting.

XIII. Next Meeting – as stated above.

XIV. Adjournment

Motion made by Miller to adjourn the meeting. Motion seconded by Shute. No discussion. Vote: 18-0. Motion approved. Meeting adjourned at 7:30 p.m.

Respectfully submitted,

Elizabeth Forestall
Recorder