

SCHOOL ADMINISTRATIVE UNIT #64  
Milton School Board Meeting  
Emma Ramsey Building, Community Conference Room  
Wednesday, February 12, 2020

PUBLIC HEARING MEETING MINUTES

**School Board Members in Attendance:**

Douglas Shute- Chairperson, Paul Steer, Peg Hurd, Melissa Brown, Emily Meehan, and Tammy Crandall – Secretary

**SAU Representatives:**

Earl Sussman- Superintendent of SAU #64, Nathan Castle- Business Administrator of SAU #64, Jan Radowicz, Principal Nute Middle High School, Robert Qua, Special Education Director

**Public in Attendance:** Travis Corriveau, Bob Carrier, Larry Brown,

**Public Hearing:**

1. Called to Order/ Flag Salute:
  - a. Doug called to Order at 6:00PM.
  - b. Travis led the meeting with the Pledge of Allegiance.
2. Public Comments/Visitors:
3. Bob Carrier wanted to recognize the School Board and the SAU as they did a lot of work putting together the proposed budget with the new rules and the default budget, they worked with from last year made it more difficult. People have forgotten Milton is a stand-alone SAU but have worked as a team and saved money for the schools.
4. Minutes of prior meetings:
  - a. 1/22/20 Public Meeting Minutes: Peg- Motion to approve the Public meeting minutes of 1/22/20 with corrections. Seconded by Paul. Vote 5/0/0 passed. Melissa- Yes. Peg- Yes. Emily- Yes, Doug- Yes, and Paul- Yes.
  - b. 1/22/20 Non-Public Meeting Minutes: Peg- Motion to approve the Non-Public meeting minutes of 1/22/20 with corrections. Seconded by Paul. Vote 5/0/0 passed. Melissa- Yes. Peg- Yes. Emily- Yes, Doug- Yes, and Paul- Yes.
5. Superintendent's Report:
  - Awards assembly, if school is cancelled, due to snow, will be rescheduled to March 5, 2020.
  - Middle School sports are phenomenal this year including the spirit squad with their introduction during the boys' basketball game. Have spring coaches all set as well as the introduction of the spirit squad.
  - Portrait of a Graduate: Earl- We are making great strides. Emily- The last meeting is tomorrow, and we have a rough idea of the graphics and wording. Jan- Committee did great with the vision. Robert- We are focusing on PreK – Senior year.
6. Administration:
  - a. Financial Report:
    - Monthly Expense Report through January 31, 2020: Doug- \$925,593.31 which is 8.8% left in our budget. Has everything been encumbered? Nate- The reason why it

went up is because I finally had a chance to put the \$361,000.00 from the extra adequacy aid and the \$60,000.00 from the Warrant Articles which both not encumbered. Right now, we are just trying to ascertain what is out there and what we need to spend, so at least we have an idea of what's coming. Peg- Page 1, Health, FICA, and Retirement, can you explain, again, why are we over on 52110, Elementary Teachers Health? Nate- Keep in mind these numbers we budgeted were about a year ago, we tried to ascertain what they were going to have, the fact that we overspent \$10,000.00 is either its somebody new coming in and maybe getting a second person instead of a single, or someone who changed it. Peg- FICA & Retirement (52240/52340) just looking at the other teachers and Paras, this could be because of the masking and is now going somewhere else. Nate- Yes.

- Monthly Revenue Report through January 31, 2020: Doug- Any questions? All: No.
  - Monthly Grant Overview Report through January 31, 2020: Doug- Any questions? All: No.
  - Monthly Food Service Financial Statements for November, 2019, and December, 2019. Doug- Page 44 and 45. Jan- We made a profit in December, \$1,738. Nate- Last year around this year we were down \$22,000.00. Paul- Do we have a rough estimate of how much is owed for lunches? Is it working with the letters going out? Nate- We are still going through the process but is still about the same as last year.
  - Monthly Trust Fund Balance Snapshot through November 31, 2019 and December, 2019: Peg- The Technology fund is down to almost nothing. Nate- They are in the process of purchasing them for about \$3,900.00. We are down to \$900.00.
- b. Fund Balance Calculation: The net Operating Budget had \$39,405.00 left which is a little more than ½% . I would like to know where that \$500,000.00 surplus is. If I go back to 2017-2018, we gave back \$365,484.00 to the Town because that was the closure of the SAU. Peg- Can you explain the audit adjust? Nate- June 30<sup>th</sup> fiscal year done and have to have the MS-25 done by July 1<sup>st</sup> – each year tends to be some sort of adjustment (i.e., on wrong year).
- c. Principal Report: Jan-
- Ben Carleton, Technical Educator at Nute, applied for a grant from the NH Guild of NH Wood workers in January for a router table, router lift, and router with additional tools (total amount \$1,000.00), to which he received for a second year. Plus, an anonymous donation of \$1,000.00 was given matching the grant for a total of \$2,000.00.
  - One of our students got 1<sup>st</sup> place in the American Legion National High School Oratorical Contest and will be moving on to the district level competition.
  - Sports update: MS girls' basketball just missed playing in the play-offs; MS boys qualified for tournament this year, won their first game, lost in the semi-finals in a hard-fought game; HS boys' basketball are 5/7 this season.
  - NH Girls Technology Day: 15 8<sup>th</sup> grade girls attended at UNH with Ms. Pratt, STEM Teacher. This was an opportunity for the MS girls to explore STEM in a supportive environment with NH's young women. Peg- STEM is becoming steam, are we looking to add any art? Jan- We are looking into adding a 3D printer.
  - Drama Production: Reality Stars Greek Gods Edition and That's the Ticket were performed on January 31<sup>st</sup> and February 1<sup>st</sup>.

- Early Release Work: Middle school reviewed the NWA test data that the students took in January, rotated the curriculum a little bit as the students were weakest in Geometry. Most of the students showed growth in the areas of their Math intervention. Happy to see what they were doing was working. ELA group was also pleased as some of the students went up but disappointed that some of the students went down. The re-looked at how they were teaching and where they need to put more focus. In High School students seemed to be losing their skills, they have it for the test and then 2 weeks later they don't have it, they are looking into how to change this. It was a very productive day. Doug- How is it going with the High School kids and the 20 hours of Community Service? Jan- I have met with the students and talked about the fact if they have not completed their community service they will not graduate.

7. School Board Business:

- a. Only one meeting in February: Doug- We will only have 1 meeting this month due to February vacation.
- b. Deliberative Session Discussion: Doug- The Operating Budget is \$23,000.00 more than the Default Budget, if you vote for the default budget it will cost more money. Nate- Because with federal grants for Gross appropriating the Operating Budget is higher. When it comes to taxation, due to the taxation federal grants are in consideration so if you take those out the Operating Budget is actually \$13,000.00 less than the Default Budget. It's a difference of about \$0.03/\$1,000 lower than the Default Budget.
- c. Cursive: Doug- Would like to bring back to Nute. Jan- Ms. Normand is bringing it back into the chapter they are working on. Discussion ensued.
- d. Sealed Minutes – 30: Doug- We need to review 30 sealed minutes how would you like to do this? Paul- We need to review 5 sealed minutes at a time, during the upcoming meetings, until they are completed.
- e. Bus Driver Drug Free Policy Mandatory: Doug- Motion to Adopt the Federal Motor Carrier Safety Administration (FMCSA) Drug and Alcohol Clearinghouse (Part 382.701). Seconded by Paul. Vote 5/0/0 passed. Paul- Yes. Doug- Yes. Emily- Yes. Peg- Yes, and Melissa- Yes.
- f. Plow Truck: Doug- Oil leak was fixed, but the truck died while going in reverse, if you wait 5-10 minutes it will start back up.

8. Old Business:

- a. Feasibility Study Committee: Waiting for the election in March.
- b. Milton Elementary Office & Foyer Options: Paul- Discussing heating/cooling in the foyer area and office area. Through the Air Handler system, here were a couple different ways to do it, to extend the ventilation from the actual building itself and run it into the actual office area it would be \$18,500.00; to add ventilation and cooling for those areas it would be \$19,450.00; or we could put what is called a mini-split on the outside of the building for just cooling that area for \$5,000.00, which we could do it under the continuation of the foyer improvements (which would fall under partial grant money) and our portion would only be \$1,000.00. Paul- Motion to use the previously awarded grant funds to finish the heating and cooling portion of the foyer project. Seconded by Peg. Vote 5/0/0 passed. Paul- Yes. Doug- Yes. Emily- Yes. Peg- Yes, and Melissa- Yes.
- c. Air Handler Update: A walkthrough was done to complete the bid package so they can be sent out.

9. Committee/Board Member Reports:
  - a. Budget Committee Meeting: Peg- Nothing to report, except that the adjustment to the operating budget was not recommended -1.
10. Public Comment: Larry- One thing Humphrey did was focus on the monies unused in a budget.
11. Non-Public Session: Pursuant to RSA 91-A:3, II (a), (b), (c), (i), (k).
  - a. Paul- Motioned to go into non-public at 7:19PM. Seconded by Peg. Vote 5/0/0 passed. Paul- Yes. Doug- Yes. Emily- Yes, Peg- Yes, and Melissa- Yes.
  - b. Paul- Motioned to come out of non-public at 8:05PM. Seconded by Peg. Vote 5/0/0 passed. Paul- Yes. Doug- Yes. Emily- Yes, Peg- Yes, and Melissa- Yes.
  - c. Doug- Motioned to seal minutes indefinitely for five (5) years. Seconded by Peg. Vote 5/0/0 passed. Paul- Yes. Doug- Yes. Emily- Yes, Peg- Yes, and Melissa- Yes.
  - d. Peg- Motioned to adjourn the meeting at 8:10PM. Seconded by Paul. Vote 5/0/0 passed. Paul- Yes. Doug- Yes. Emily- Yes, Melissa- Yes, and Emily- Yes.

Respectfully Submitted,

Tammy L. Crandall, Secretary  
Minutes Approved: March 11, 2020