

Approved: February 3, 2010

SAU 41 BOARD

DECEMBER 21, 2009

MEETING MINUTES

A regular meeting of the SAU 41 Board was held on Monday, December 21, 2009 at 6:10 p.m. at the Hollis Brookline Middle School Multi-Purpose Room.

Chairman Forrest Milkowski presided:

Members of the Board Present: William Beauregard, Vice Chair (7:27 p.m.)
Susan Benz, Hollis School Board
Tom Enright, Hollis/Brookline COOP
Marcia Farwell, Brookline School Board
Fred Hubert, Hollis/Brookline COOP
Robert Mann, Hollis School Board
James McCann, Chair, Hollis School Board
Wanda Meagher, Brookline School Board (6:20 p.m.)
James O'Shea, MD, Hollis/Brookline COOP
Dave Partridge, Chair, Brookline School Board
Dan Peterson, Hollis/Brookline COOP
Steve Simons, Hollis/Brookline COOP
Tom Solon, Hollis/Brookline COOP
Janice Tremblay, Chair, Hollis/Brookline COOP

Members of the Board Absent: Rich Manley, Secretary
Beth Lukovits, Vice-Chair Brookline School Board

Also in Attendance: Susan Hodgdon, Superintendent of Schools
Mark McLaughlin, Business Administrator

AGENDA ADJUSTMENTS - None

PUBLIC INPUT – None

NON-PUBLIC SESSION

**MOTION BY MEMBER FARWELL THAT THE BOARD GO INTO NON-PUBLIC SESSION PURSUANT TO RSA 91-A:3 II (c) TO DISCUSS A MATTER, WHICH IF DISCUSSED IN PUBLIC, WOULD LIKELY AFFECT ADVERSELY THE REPUTATION OF A PERSON, OTHER THAN A MEMBER OF THE BODY OR AGENCY ITSELF
MOTION SECONDED BY MEMBER PARTRIDGE**

A Viva Voce Roll Call was taken, which resulted as follows:

Yea: Forrest Milkowski, Susan Benz, Tom Enright, Marcia Farwell, Fred Hubert, Robert Mann, James McCann, James O'Shea, Dave Partridge, Dan Peterson, Steve Simons, Tom Solon, Janice Tremblay

13

Nay: 0

MOTION CARRIED

The Board went into non-public session at 6:14 p.m.

The Board came out of non-public session at 6:55 p.m.

MOTION BY MEMBER HUBERT TO ACCEPT THE TWO PROPOSALS RELATIVE TO THE ASSISTANT SUPERINTENDENT POSITION PROVIDED BY THE SUPERINTENDENT INDICATING A REVISED BUDGET

1 **PROPOSAL TOTAL OF ONE MILLION THREE HUNDRED SIXTY FOUR THOUSAND ONE HUNDRED FORTY EIGHT**
2 **DOLLARS (\$1,364,148)**
3 **MOTION SECONDED BY MEMBER SOLON**

4
5 ON THE QUESTION
6

7 Mr. McCann stated a concern the motion, as stated, could imply an approval of the budget in that amount.
8

9 **MOTION BY MEMBER MCCANN TO ACCEPT THE TWO SCENARIOS PROVIDED BY THE SUPERINTENDENT,**
10 **WHICH REPRESENT A POTENTIAL SIX THOUSAND SIX HUNDRED TWENTY SIX DOLLAR (\$6,626) INCREASE IN**
11 **THE PROPOSED BUDGET**

12 **MOTION SECONDED BY MEMBER TREMBLAY**

13 **MOTION CARRIED**

14 **14/0**

15 **1 Abstention**
16

17 **MOTION BY MEMBER MILKOWSKI TO ACCEPT THE PROPOSED BUDGET INCLUSIVE OF THE SIX THOUSAND**
18 **SIX HUNDRED TWENTY SIX DOLLAR (\$6,626) INCREASE**

19 **MOTION SECONDED BY MEMBER FARWELL**

20 **MOTION CARRIED**

21 **14/1**
22

23 FY11 SAU 41 BUDGET – DISCUSSION
24

25 Mr. Partridge commented the proposed budget includes funding for the current position (curriculum director). Those funds
26 should be replaced with the salary number for the new position of assistant superintendent. Funds identified for an
27 anticipated merit increase for the existing position should be removed from the proposed budget.
28

29 Mr. Peterson questioned the FY10 increase in health insurance costs. Mr. McLaughlin informed the board the actuals for
30 insurance costs were reviewed person-by-person, position changes were taken into consideration, and 17.567% added.
31 The resulting number was utilized for FY11 budgeting purposes. Mr. Peterson remarked, given the premium increase for
32 the coming year, he has to conclude the FY10 budget was over-funded. Superintendent Hodgdon commented a few
33 administrative positions were 100% paid by the district in FY10. Those costs are now shared.
34

35 Ms. Meagher questioned whether it was the intent of the board to add to the trust fund, and was informed that subject was
36 open for discussion amongst board members.
37

38 Mr. Partridge questioned whether the rental cost of the administration building is placed in the maintenance fund, and was
39 told that it is. Mr. McCann explained the current balance is \$33,000. Projects earmarked for the coming year are at a
40 cost of \$34,000. Project costs for the coming year total \$30,000. The \$8,000 cost identified within the proposed budget
41 would not bring the fund to a level that would cover the expenses.
42

43 Ms. Farwell commented the lease states “Lessee will fund the maintenance account in the amount of \$3,000.” Mr.
44 McCann explained the language is old, and the amount to be allocated to the fund is \$8,000. Ms. Tremblay pointed out
45 line item, 2620-430-30, operating building services, indicates an allocation of \$3,000 for general maintenance. Mr.
46 McCann clarified the expendable trust fund was created with an initial allocation of \$17,000. Two additional allocations of
47 \$8,000 have increased the fund to its current balance of \$33,000. None of those funds have been expended to date.
48

49 When asked, Superintendent Hodgdon provided information on the current salary range for superintendents within the
50 region. Ms. Meagher commented if the \$3,000 was not subtracted out for the curriculum director and the Superintendent
51 was not compensated at the top of the salary range, but closer, she would be in agreement.
52

53 Mr. Enright stated he would not support an increase in travel or professional development at this time. He understood the
54 professional development allocation includes payment of dues, but would not support a \$7,000 increase in that line item
55 or a \$1,150 increase in the travel account. Mr. Hubert remarked an additional employee, assistant director of special
56 education, will incur travel expenses. Superintendent Hodgdon explained a portion of the increase in the professional
57 development lines is to reflect actual expenditures. One of the two largest expenses is associated with NHSAA, which

1 provides unlimited electronic advertising at JOBSNH.Com. The other is NESDEC, which provides for enrollment
2 projections, conferences, etc. The current allocation does not come close to covering the costs.
3

4 Mr. Enright did not recall allocating funds to NESDEC and electronic advertising in the prior fiscal year. Superintendent
5 Hodgdon explained NESDEC was in place when she assumed the position last year, and the advertising is associated
6 with EDJOBS NH, which is Internet advertising utilized in place of newsprint. She commented this forum has been a
7 good change and has resulted in an overall savings in advertising. There remain, however, legal ads that must be
8 published in newsprint. When questioned, Superintendent Hodgdon stated the advertising line, 2320-540, could be
9 decreased.
10

11 Mr. Peterson commented total cost under the category of expendables in FY09 was \$14,454. Budgeted was \$19,499.
12 He requested the administration reduce the proposed FY11 allocation by \$3,000 - \$5,000. Chairman Milkowski remarked
13 the printing line items indicate a proposed \$600 increase for FY11. He questioned what falls within the printing lines. Ms.
14 Meagher remarked the notation lists envelopes, etc. Mr. McCann remarked the printing, expendable supplies, and
15 contingency lines don't typically spend at a rate indicated by the allocation. Mr. Peterson suggested the board look to the
16 Superintendent for a suggestion on the amount the category could be reduced by.
17

18 Mr. Partridge questioned the percent represented by the proposed \$25,000 increase in the merit employee salary lines,
19 and was informed it would equate to a 3% increase. Mr. Enright informed the board the COOP has suggested a 2%
20 increase. Mr. Beauregard requested the Superintendent provide the rationale for the 3% proposed merit increase. He
21 informed the board the Town of Hollis was budgeting a zero percent increase across the board. Superintendent Hodgdon
22 stated the rationale was two fold; it was a placeholder to generate board discussion to set an amount as well as to
23 generate a conversation around the superintendent salary to get it more in line with districts as has been done with the
24 other administrative positions.
25

26 Mr. Beauregard questioned what was needed to be competitive. Superintendent Hodgdon responded she did not have a
27 proposal in terms of competitiveness, but simply wished to pose the issue as a discussion item, and would be interested
28 in hearing the board's thoughts on the matter.
29

30 The board was provided with salary range data on the positions of superintendent, assistant superintendent and business
31 administrator. The only position currently not competitive is that of superintendent. Mr. Enright felt it was not the time and
32 place for the discussion to occur. He suggested, as the district is a year and a half into a two-year contract, the individual
33 board chairs sit down with the superintendent for re-negotiation at the end of the current contract. He stated he was not
34 prepared to allocate funds to the FY11 budget prior to discussions taking place.
35

36 Mr. Partridge remarked the board needed to make a decision on a merit pool increase. Mr. Enright had suggested 2%
37 (\$17,186), which represents an \$8,596 reduction of the proposed budget. Mr. Enright informed the board the COOP
38 placed a 2% increase for principals and other leadership staff and the contract negotiations are in a range that would lead
39 them to believe a 2% increase would be fair.
40

41 Mr. McCann informed the board Hollis has taken a zero approach. Ms. Farwell remarked the Town of Brookline is
42 budgeting a 0% increase. Mr. Partridge commented administrators are at 2%. Mr. Solon had heard the Town of
43 Brookline was budgeting a 1% increase.
44

45 **MOTION BY MEMBER ENRIGHT THAT THE MERIT INCREASE LINE BE REDUCED FROM A PROPOSED THREE**
46 **PERCENT (3%) INCREASE TO A PROPOSED TWO PERCENT (2%) INCREASE**
47 **MOTION SECONDED BY MEMBER HUBERT**
48

49 **AMENDED MOTION BY MEMBER PETERSON TO REDUCE THE OVERALL PROPOSED BUDGET BY ONE**
50 **PERCENT (1%)**
51 **MOTION SECONDED BY MEMBER HUBERT**
52

53 ON THE QUESTION
54

55 Mr. Peterson had believed \$5,000 could be reduced from the area of expendables. Ms. Farwell believed contingency
56 funding could be reduced by \$2,000, and a reduction could be made in the merit pool.
57

1 Ms. Tremblay requested an explanation of the items funded out of expendable supplies, computer, 2840-614, which is
2 budgeted each year and does not identify any expenditure. Mr. Hubert stated it funds toner, tape cartridges, etc. Mr.
3 McLaughlin explained some of those items are included in the lease purchase price of the copy machines for the first
4 three months.

5 Mr. Beauregard commented on the non-discretionary increases to the budget. Without competitive data on the issue of
6 salary increases he was concerned with leaving the proposed increases in place.

7
8 Chairman Milkowski stated an overall reduction in the budget has merits and allows the administration to take a more
9 creative approach to the budget. He was in favor of letting the administration perform some additional work on the budget
10 and provide guidance.

11
12 Mr. Peterson questioned applying unreserved fund balance against the budget. He stated a concern with the anticipated
13 increase of benefit costs. Mr. McLaughlin stated he was unsure of the fund balance for FY11 but he was sure of how the
14 calculations were achieved for the insurance costs. The only addition to what is noted would be an instance of employees
15 moving from a two-person to a family plan.

16
17 Mr. Peterson stated the proposed FY11 budget for health insurance is \$163,000 and is based on current staff, their plans
18 and the increase. However, the \$1,686 increase is simply the current budget versus projected costs. He questioned if the
19 projected costs were based on what would actually be spent this year. Mr. McLaughlin replied that number has not been
20 determined yet. His desire had been to have the FY11 projection correct to move forward.

21
22 Mr. McCann questioned if the motion was to imply the administration would be given the latitude to set the merit pool
23 increase. Chairman Milkowski stated the intent was for the administration to identify where 1% could be reduced from the
24 budget.

25 **MOTION FAILED**

26 **4/11**

27
28 **AMENDED MOTION BY MEMBER HUBERT TO REDUCE THE MERIT POOL BY EIGHT THOUSAND FIVE HUNDRED**
29 **AND NINETY FIVE DOLLARS (\$8,595) AND TO REDUCE THE OVERALL BUDGET BY AN ADDITIONAL FIVE**
30 **THOUSAND FORTY SIX DOLLARS (\$5,046) FOR A TOTAL REDUCTION OF THIRTEEN THOUSAND SIX HUNDRED**
31 **FORTY ONE DOLLARS (\$13,641) OR ONE PERCENT (1%)**

32 **MOTION SECONDED BY MEMBER SOLON**

33 **MOTION FAILED**

34 **3/12**

35
36 **MOTION BY MEMBER BEAUREGARD TO MOVE THE QUESTION**

37
38 **AMENDED MOTION BY MEMBER ENRIGHT TO CHANGE THE MERIT INCREASE LINES TO THE SUM OF**
39 **SEVENTEEN THOUSAND THREE HUNDRED SEVENTY SIX DOLLARS (\$17,376)**

40 **MOTION SECONDED BY MEMBER HUBERT**

41 **MOTION CARRIED**

42 **10/5**

43
44 SAU 41 OFFICE BUILDING

45
46 Superintendent Hodgdon provided the board with a handout entitled "SAU #41 Office Space Cost Analysis" (copy
47 attached). She had been given the directive at the November SAU meeting to contact local real estate agents and
48 ascertain what rental spaces were available in the area. One of the suggestions had been the renovation of the Farley
49 Building. She had entertained discussion of that and received some positive feedback, but had also received some
50 discouraging news that it would be a costly endeavor.

51
52 She looked into Brookline where space is available in the Grant Plastics location. The attraction of that location is the
53 abundance of space. The SAU offices are currently housed in 3,057 sq. ft. The lease provides for 8,000 sq. ft., however,
54 the barn is not habitable. The Brookline facility would offer an upgrade in terms of space. Also available is an additional
55 3,000 sq. ft. area where a central receiving location could be established for the housing of expendable supplies where
56 the district could take advantage of cost savings that would afford. Another concern with the current facility is lack of
57 parking. The Brookline facility has the opportunity for expanded parking.

58

1 Chairman Milkowski went over the handout that was provided. Mr. Solon questioned whether renovation costs would be
2 incurred in the Brookline building, and was told all renovation expense would be that of the property owner. The building
3 would be built to suit. The move would be turnkey with the exception of office equipment and moving expenses.
4

5 Mr. Hubert questioned, given the increase in square footage, what is the opinion of the condition of the building itself as
6 far as age, energy efficiency, etc. Chairman Milkowski explained it is a one-story warehouse facility, which was
7 manufacturing at one time. They have in place very attractive contracts with a propane gas supplier at below market
8 rates. They would be putting in a heating unit that would heat only the occupied space. He was unsure of the insulation,
9 etc. of the building itself. The property owner would be required to heat the area outside of the office space, and the back
10 office space is on a separate heating unit.
11

12 Mr. Partridge questioned Internet access and the cost of dropping a fiber optics. Mr. Partridge was not sure if it would be
13 necessary or what the cost would be.
14

15 Mr. Solon remarked the monies currently in the expendable trust fund for maintenance at the existing SAU facility would
16 be lost to the district as they belong to Hollis not the SAU. He also remarked, if there is anticipated use of the remainder
17 of the Brookline facility for true manufacturing purposes, it would impact the quality of the workspace. Chairman
18 Milkowski stated he could not speak for the property owner with regard to long-term use of the facility, however, the
19 property owner has taken steps to make the property more attractive for office use. Mr. Peterson commented the fact is
20 the difference is an \$8,000 cost as an SAU versus a \$40,000 cost. Chairman Milkowski remarked the increase is \$11,000
21 represented by the \$8,000 allocated to the expendable trust fund and the \$3,000 allocated to general maintenance.
22

23 Mr. Hubert stated his opinion the district should continue to pursue options for the next year to allow pricing to be
24 negotiated, internet questions to be answered, and the possibility other space may become available. In the meantime,
25 the district can fund what they can afford at the current facility.
26

27 When asked about the expendable trust, Mr. McCann explained the current balance is \$33,000, which is targeted for
28 identified projects. Projects planned for the coming year total \$35,600. A public hearing will need to be conducted.
29 Seventy five percent (75%) of the existing balance is expected to be encumbered before the end of the fiscal year.
30

31 Mr. Beauregard suggested an apples to apples comparison of the two facilities would require adding in moving expenses,
32 increased mileage costs for SAU staff traveling between facilities, and what would be required for the barn space to be
33 usable.
34

35 Chairman Milkowski commented one of the driving factors behind the search was the current facility does not provide
36 sufficient space and is neither comfortable nor healthy. Mr. Partridge commented a change in location might make sense
37 a year from now. If it were undertaken this year the cost would be \$32,000 more than is in the proposed budget.
38

39 Mr. Enright stated he was not excited about the proposal. Mr. Partridge stated his excitement was dependent upon
40 whether the board was being asked to put an additional \$29,000 into the budget for maintenance of the current facility.
41 Mr. Peterson commented there may be alternative space available a year from now. The key issue is cost. He wanted a
42 response to the \$29,000 in anticipated expenses for the current location. Mr. Beauregard stated the \$29,000 would be
43 decreased by the \$8,000 allocated within the budget. The delta would be \$21,000. Mr. McCann stated he would be hard
44 pressed to complete the repairs at a number that would not be burdensome to the budget. Ms. Tremblay felt the figure
45 should be increased to allow for carpet replacement.
46

47 Superintendent Hodgdon stated she had been acting on the direction of the board to explore alternative spaces. She
48 reviewed the Brookline facility and descriptions of changes that could be made. The current configuration lends itself to a
49 nice space (if offices added). In terms of what the remaining space would be utilized for, if it were manufacturing it would
50 be very unattractive, if utilized for additional office space it would be well suited.
51

52 Chairman Milkowski stated the proposed facility provides 5,000 sq. ft. of office space, a large portion has ¾" plywood over
53 it and can be used for additional storage. It is very clean, newly carpeted, has ease of parking, air conditioning, forced hot
54 air, reception area, opportunity for space of displays of student art work, etc. Mr. Hubert stated a decision would hinge on
55 the \$21,000 figure. Mr. McCann stated some maintenance items could be put off until a later date to allow the rent to
56 remain at \$8,000 as is already in the proposed budget.
57

1 Mr. Solon stated a need to factor in the value of the working conditions for SAU employees. He has the impression the
2 current facility is uncomfortable and undesirable. Mr. Hubert agreed, but felt a move was premature at this time. He felt if
3 the Hollis School Board could push out the \$29,000 worth of maintenance items, the SAU office need to remain housed in
4 the current location for another year.

5
6 Mr. McCann stated, without speaking with the rest of their board, he and Mr. Beauregard believed there were items within
7 the maintenance list that could be pushed off to keep the rent at the proposed \$8,000. He commented it would make
8 sense to address some of the working condition issues by diverting some of the funds earmarked for structural repairs.
9 Ms. Tremblay remarked building issues should not be put off any longer. Mr. McCann explained the Hollis School district
10 has gone from a new maintenance director, to not the right maintenance director to the right maintenance director. The
11 current director has gone through and addressed a number of issues at both of the school buildings and the SAU building.

12
13 Chairman Milkowski reiterated the two clear aspects of discussion are financial and environmental. He stated his belief
14 the administration should not remain in the current location.

15
16 **MOTION BY MEMBER PETERSON TO REDUCE THE PROPOSED BUDGET BY AN ADDITIONAL FIVE THOUSAND**
17 **SEVEN HUNDRED AND FORTY TWO DOLLARS (\$5,742)**
18 **MOTION SECONDED BY MEMBER ENRIGHT**

19
20 ON THE QUESTION

21
22 Mr. Partridge questioned how often the increase in health insurance costs has been less than predicted. His recollection
23 was that it has historically been less. Mr. McLaughlin agreed.

24 **MOTION CARRIED**
25 **13/2**

26
27 **MOTION BY MEMBER PETERSON TO ALLOCATE THE SUM OF THIRTEEN THOUSAND FIVE HUNDRED**
28 **DOLLARS (\$13,500) FROM UNRESERVED FUND BALANCE**
29 **MOTION SECONDED BY MEMBER FARWELL**

30
31 ON THE QUESTION

32
33 Mr. Enright remarked if \$35,000 is a realistic balance, he would double the proposed allocation. A brief discussion
34 ensued with regard to the amount to be allocated from unreserved fund balance as the actual balance was unknown. Mr.
35 McCann informed the board the Chairman of the Budget Committee was in attendance, and would be willing to speak on
36 the topic.

37
38 Mr. Chris Hyde stated the unreserved fund balance has no impact on overall expenditures. You can, through a motion,
39 reduce the budget by that amount and say this is what we are doing with unreserved fund balance at year-end, however,
40 your budget is what it is and is independent of the unreserved fund balance.

41
42 Mr. Partridge remarked there is no direct funding of the SAU budget. The budget is split out and assessed against the
43 individual districts. That assessment is based on the bottom line number. There is no mechanism to return funds at year-
44 end. It appears that is required to be done up front.

45
46 Mr. Hyde commented the board had to arrive at an expenditure number by the end of the night. The budget could be
47 reduced down an amount equivalent to anticipated expenditures from unreserved fund balance.

48
49 Mr. McCann stated he was not comfortable playing with the unexpended fund balance in the bottom line. Mr. Partridge
50 stated a balance exists and it is the existing fund balance they are proposing to apply to the bottom line. Mr. O'Shea
51 stated he was uncomfortable with the amount.

52
53 Chairman Milkowski mentioned the need to extend the contract with Municipal Resource, Inc., and the fact that cost was
54 not included in the proposed budget. He expected that expense to be funded through unexpended fund balance.

55 **MOTION CARRIED**
56 **8/7**

57
58 **MOTION BY MEMBER FARWELL TO OPEN THE PUBLIC HEARING**

- 1 **MOTION SECONDED BY MEMBER BENZ**
- 2 **MOTION CARRIED**
- 3 **15/0**

1 SAU 41 BUDGET PUBLIC HEARING

2
3 Chris Hyde, Chairman, Budget Committee

4
5 Questioned the number of people in the business office, and was informed there are 3 full-time employees and 2 part-time
6 employees. He commented the budget is up 5.11% while NESDEC student populations dropped 1.1% this year and are
7 anticipated to drop 2.7% in the coming year, etc.

8
9 He stated the SAU budget has been going up considerably more than any one budget as an entity. Expressed concern
10 that taxpayers cannot vote on the addition of positions, etc., included within the budget. Given the current economy, he
11 recommended the board consider reducing office substitutes by ½ (suggested volunteers be utilized), reducing the
12 increase for dues by \$2,000 including travel, reducing contingency by \$1,000, reducing expendables by \$5,000, removing
13 the \$26,000 proposed for merit increases, and utilizing \$20,000 of unreserved fund balance (an approximate total
14 reduction of \$55,000). Those reductions would reduce the overall budget to approximately \$1,309,148 or a 3.7% increase
15 over the prior year's budget.

16
17 He suggested, if the need exists to be competitive, they could consider a 1% merit increase, which would result in an
18 overall increase of 4.4%. He felt that to be the highest increase that could be reasonably justified.

19
20 He reiterated his belief the taxpayers should have a say in the SAU budget. He had asked the board to consider this in
21 past years. He remarked RSA 194-C:9-b, Alternative Budget Procedure, states "In a school administrative unit
22 composed of 2 or more school districts which has adopted the provisions of RSA 194-C:9-a, the school administrative unit
23 budget adopted according to RSA 194-C:9, I shall be placed before the voters of each school district of that school
24 administrative unit in a separate warrant article at the annual school district meeting."

25
26 Mr. O'Shea questioned what Mr. Hyde's thoughts were on a K-12 single district. Mr. Hyde stated the proposal would have
27 a lot of back and forth and has potential savings. His knee-jerk reaction was the only way he would support that would be
28 if the two towns were merged as a total entity.

29
30 Mr. Hyde stated his desire for a bottom line number to be a 3.7% increase (\$1,309,148) and at maximum a 4.4% increase
31 which would allow for a 1% merit pool increase and a maximum budgeted amount of \$1,317,148.

32
33 **MOTION BY MEMBER PARTRIDGE THAT DISCUSSION BE CLOSED**

34 **MOTION SECONDED BY MEMBER MEAGHER**

35 **MOTION CARRIED**

36 **15/0**

37
38 **MOTION BY MEMBER PARTRIDGE THAT THE PUBLIC HEARING BE DECLARED CLOSED**

39 **MOTION SECONDED BY MEMBER BEAUREGARD**

40 **MOTION CARRIED**

41 **15/0**

42
43 **MOTION BY MEMBER PETERSON TO REDUCE THE BUDGET BY AN ADDITIONAL EIGHT THOUSAND SIX**
44 **HUNDRED EIGHTY EIGHT DOLLARS (\$8,688), WHICH WOULD RESULT IN A ONE PERCENT (1%) INCREASE IN**
45 **THE MERIT POOL**

46 **MOTION SECONDED BY MEMBER MANN**

47
48 ON THE QUESTION

49
50 Ms. Meagher stated a concern with the ability to adjust salary lines with an allocation of a 1% increase to the pool. Mr.
51 Beauregard stated unexpended fund balance monies have been utilized in the past to compensate for service above and
52 beyond.

53 **MOTION FAILED**

54 **6/9**

55
56 *The proposed budget was amended to the sum of \$1,336,500 (5.11% increase).*
57

1 **MOTION BY MEMBER MEAGHER TO APPROVE THE BUDGET AT THE SUM OF ONE MILLION THREE HUNDRED**
2 **THIRTY SIX THOUSAND FIVE HUNDRED DOLLARS (1,336,500)**
3 **MOTION SECONDED BY MEMBER O'SHEA**
4 **MOTION CARRIED**
5 **12/3**

6
7 SUPERINTENDENT EVALUATION FOR 2008/2009
8

9 As has been customary, Mr. Beauregard provided the board members with a hard copy of the confidential evaluation. He
10 suggested they provide feedback to their respective chairmen who in turn will provide him with the information necessary
11 to prepare a final draft.
12

13 NEW ADMINISTRATION EVALUATION MODEL – SUPERINTENDENT
14

15 Superintendent Hodgdon stated the leadership team formed a sub-committee to look at models. She has utilized the
16 proposed model for two years. She drew heavily from the work of Mr. Doug Reeves, a nationally recognized researcher
17 in this area. Mr. Beauregard commented he had not had the opportunity to review the model. Mr. Partridge stated he had
18 read it and had no problem with it. Superintendent Hodgdon informed the board leadership team is excited and feel it
19 would bring forth the potential to use a standard space model in their evaluation process. When asked, she stated the
20 model would cover all administrative personnel.
21

22 **MOTION BY MEMBER PARTRIDGE TO ALLOW THE SUPERINTENDENT TO PROCEED WITH THE MODEL AS**
23 **PROPOSED**
24 **MOTION SECONDED BY MEMBER BENZ**
25 **MOTION CARRIED**
26 **15/0**

27
28 APPROVAL OF MINUTES
29

30 SAU 41 Board. October 15, 2009
31

32 **MOTION BY MEMBER FARWELL TO APPROVE AS WRITTEN**
33 **MOTION SECONDED BY MEMBER PARTRIDGE**
34 **MOTION CARRIED**
35 **10/0**
36 *5 Abstentions*

37
38 SAU 41 Board – Non-Public Session April 22, 2009
39 **▪ Held**
40

41 SAU 41 Board. November 12, 2009
42

43 **MOTION BY MEMBER TREMBLAY TO APPROVE AS WRITTEN**
44 **MOTION SECONDED BY MEMBER HUBERT**
45 **10/0**
46 *5 Abstentions*
47

48 A brief discussion ensued with regard to the board's desire to continue the contract with Municipal Resources, Inc.
49 Superintendent Hodgdon remarked one proposal came from the COOP board, which was looking at cost savings that
50 could benefit all of the representatives to the SAU Board, and a second proposal for additional time-unspecified was from
51 the Hollis School Board to extend the transition.
52

53 It is anticipated assistance is needed 1 day a week for the COOP School Board work and 1 day a week for the Hollis
54 School Board work until such time as everyone is satisfied the work is complete. Mr. Mann remarked the Hollis School
55 Board would like the transition time to be extended. At present the board is in the middle of their budget cycle. To have
56 someone in place on a part-time basis through the time of the district meetings would be instrumental in the process.
57

1 **MOTION BY MEMBER FARWELL TO EXTEND THE CURRENT CONTRACT WITH MUNICIPAL RESOURCES, INC.**
2 **FOR A PERIOD OF FIVE (5) WEEKS**
3 **MOTION SECONDED BY MEMBER TREMBLAY**

4
5 ON THE QUESTION

6
7 It was noted a contract extension would be at a rate greater than that of the existing contract.

8
9 **AMENDED MOTION BY MEMBER O'SHEA TO EXTEND THE CURRENT CONTRACT WITH MUNICIPAL**
10 **RESOURCES, INC. FOR A TIME PERIOD NOT TO EXCEED AN ADDITIONAL EIGHT (8) WEEKS**
11 **MOTION SECONDED BY MEMBER HUBERT**
12 **MOTION WITHDRAWN**

13
14 **AMENDED MOTION BY MEMBER HUBERT TO AUTHORIZE THE SUPERINTENDENT TO RETAIN MUNICIPAL**
15 **RESOURCES, INC.'S SERVICES THROUGH A NEW CONTRACT OR AN EXTENSION OF THE EXISTING**
16 **CONTRACT FOR UP TO EIGHT (8) ADDITIONAL WEEKS AND A MAXIMUM EXPENDITURE OF TWELVE**
17 **THOUSAND DOLLARS (\$12,000)**
18 **MOTION SECONDED BY MEMBER SOLON**
19 **MOTION CARRIED**
20 **15/0**

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22 **MOTION BY MEMBER O'SHEA TO ADJOURN**
23 **MOTION SECONDED BY MEMBER SIMONS**
24 **MOTION CARRIED**
25 **15/0**

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27 The December 21, 2009 meeting of the SAU 41 Board was adjourned at 10:39 p.m.

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34 **SAU Board Chair** _____ **Date:** _____

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36 **Brookline School Board Chair** _____ **Date:** _____

37
38 **Hollis School Board Chair** _____ **Date:** _____

39
40 **H/B Coop Board Chair** _____ **Date:** _____