



SAU 35 Executive Board
Conference Room – Presby Construction, 244 Main Street, Franconia, NH 03580
Board Meeting – 5:30 pm

DATE: May 7th, 2024

Present: Chair Robert Weir (Bethlehem), Adam Boyer (Profile), John Barth (Landaff), Arthur Boutin (Lisbon), Megan Detamore (Lafayette), Clerk Rhiannon Copithorne, Superintendent Kate Segal, Business Administrator Toni Butterfield (virtual)

I. Call to Order

CHAIRMAN BOB WEIR CALLED THE MONTHLY E-BOARD MEETING TO ORDER AT 5:30 PM.

II. Vote for Chair & Vice Chair

This item was not addressed.

III. Approval of the Minutes

Public Board Meeting Minutes – April 2, 2024

There was not a quorum present to approve these minutes, they will be presented for approval at the full board meeting on June 4th.

IV. Public Input - None

V. New Business

Last Day of School for Staff and Students Discussion

Kate Segal started a discussion about the last day of school confirming that Profile and Lafayette are changing their last day for students to a half day on Friday June 14th, whereas Lisbon and Landaff are keeping the last day as Tuesday June 11th and Bethlehem has not yet decided as they wanted to see what everyone else is doing.

Bob Weir feels that Bethlehem should follow the contract and do the same as Lafayette and Profile but the board will need to discuss this with the principal and make a decision.

Kate Segal also wanted to address the fact that contracts across the districts are worded differently. There is an option to move to number of hours not number of days, however Kate disagrees with this

approach. She also mentioned that there are four contracts coming up soon, these are for Lafayette teachers, Bethlehem teachers and Lisbon teachers and support staff. Bob Weir suggested that now would be a good time to address trying to get the contracts to be the same. Kate Segal believes that the contract should state the number of days and whether they are school days or workdays.

VI. Continuing Business - None

VII. Standing Reports

Superintendent

May 2024 SAU 35 Executive Board Report

Kate Segal presented her monthly report. Regarding the three google docs, Kate and Toni Butterfield have looked at the roles and responsibilities at the SAU and are working on an action plan to address the audit findings, these docs are being updated and can be viewed by the board at any time.

Kate Segal requested that the listed policies be passed to the policy committees for review.

Kate Segal pointed out that there is a typo on page 6, under Legislative Updates: B. House Bill 1583, it should be SWEPT not SEPT.

Regarding Title IX, Kate mentioned that the new change/update, which does not take effect until August, would mean that the coordinator, investigator and decision maker could all be the same person.

Kate Segal asked to reschedule the June board meetings for Landaff and Profile if possible. She will add this to the agendas for their May meetings.

Kate Segal also requested that for this year she be allowed to rollover 5 vacation days and be paid for 5 vacation days, a discussion ensued.

MOTION MADE BY ADAM BOYER, SECONDED BY MEGAN DETAMORE, FOR THE SUPERINTENDENT TO BE PAID OUT FOR 5 VACATION DAYS AND TO EXTEND 5 VACATION DAYS OUT TO BE USED BY SEPTEMBER 1ST. ALL IN FAVOR. MOTION CARRIED.

Regarding the Superintendent's evaluation, Kate Segal requested that "no judgement" be added to the surveys and that surveys be sent to all the people that she supervises. Bob Weir believes that everyone was included but asked Kate to provide names and he will make sure that they are included.

Business Manager

1. Budget to Actual Report

Toni Butterfield expects the ending balance to be approximately \$39,000 which is lower than

previously calculated due partly to a tech bill for \$14,000 for all schools. Toni feels that the SAU needs to better budget for these items. They are trying to track down any last outstanding bills. Toni also stated that she believes the \$66,000 encumbered funds is a little high.

2. Changes to Docusign Signing Order

Toni Butterfield mentioned that at the individual board meetings in May she will be discussing Docusign and the order in which documents are sent out for signing. Ideally, documents would be sent to the Chair and Vice Chair for signing with all board members receiving a copy of what was signed but each school board needs to decide how they want to do it.

VIII. Staffing Notifications & Approvals

Staff Nominations

Kate Segal presented the staff nominations in the Non Public session.

MOTION MADE BY ARTHUR BOUTIN, SECONDED BY JOHN BARTH, TO ACCEPT THE STAFF NOMINATIONS AS PRESENTED. ALL IN FAVOR. MOTION CARRIED.

IX. Non Public Session as per RSA 91A:3. I, II, if needed

MOTION TO ENTER NON-PUBLIC SESSION MADE BY ARTHUR BOUTIN, SECONDED BY JOHN BARTH. BY ROLL CALL, ALL IN FAVOR. MOTION CARRIED TO ENTER NON-PUBLIC AT 6:28 PM

MOTION TO LEAVE NON-PUBLIC SESSION MADE BY ARTHUR BOUTIN, SECONDED BY JOHN BARTH. BY ROLL CALL, ALL IN FAVOR. MOTION CARRIED TO RETURN TO PUBLIC SESSION AT 6:48 PM

X. Adjournment

MOTION MADE BY ADAM BOYER, SECONDED BY JOHN BARTH, TO ADJOURN THE MEETING AT 6:50 PM. ALL IN FAVOR. MOTION CARRIED.

Next Meeting: June 4th, 2024 at 5:30 pm at Lisbon Regional School

Notice is hereby made that public comment shall be made without expectation of a response by any School Board member to matters raised by such commentary. The Board will not hear personal complaints about school personnel nor against any person connected with the school system. The expectation of all in attendance is to conduct themselves in a civil manner. The Board respects the right of the public to communicate its stance of matters of interest, but meetings are scheduled in advance to conduct business put forth on its publicly posted agenda only.