



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

DATE: March 5th, 2024

Present: Chair Robert Weir (Bethlehem), James Noyes (Bethlehem), Bob Adams (Lisbon), Amy Mullins (Lafayette), John Barth (Landaff), Kim Koprowski (Profile), Clerk Rhiannon Copithorne, Superintendent Kate Segal, Business Administrator Toni Butterfield

I. Call to Order

CHAIRMAN BOB WEIR CALLED THE MONTHLY E-BOARD MEETING TO ORDER AT 5:34 PM.

II. Approval of the Minutes

MOTION MADE BY JAMES NOYES, SECONDED BY KIM KOPROWSKI FOR THE APPROVAL OF FEBRUARY 6TH, 2024, PUBLIC MEETING MINUTES. ALL IN FAVOR. MOTION CARRIED.

MOTION MADE BY AMY MULLINS, SECONDED BY BOB ADAMS FOR THE APPROVAL OF FEBRUARY 6TH, 2024, NON PUBLIC MEETING MINUTES. ALL IN FAVOR. MOTION CARRIED.

III. Public Input - None

IV. New Business - None

V. Continuing Business

Kim Koprowski confirmed that the Profile Board voted on the BEDB in favor of changing to the recommended 7 and 7.

Amy Mullins confirmed that the Lafayette Board talked about it and will be putting it to a vote at this month's meeting.

VI. Standing Reports

Superintendent

1. Legislature Update

Kate Segal provided an update which only pertains to matters relating to the Superintendent. Toni Butterfield confirmed that she could provide a monthly update on matters relating to the Business Administrator.

Bob Weir inquired about how Kate Segal is updated on these items. Kate Segal responded that her information comes from Superintendents' meetings. She also noted that there is a push to get things passed before there is a change in personnel. Kate Segal asked if these updates should be provided to the district boards. It was agreed that Kate Segal should provide this information to the district boards for review and they can determine if a discussion is needed.

2. February NHED Update

Kate Segal and Toni Butterfield attend monthly zoom meetings with NHED (New Hampshire Education).

James Noyes requested that Kate Segal highlight any actionable items when providing the information packets to the boards.

Kate Segal is trying to figure out what the boards want to see in the Superintendent's Report. James Noyes suggested using a template that is broken out into relevant groupings to give it structure and then if there is nothing in an area keep the heading but leave it blank underneath. Using a template with sections that you want to cover, making it a more itemized report.

Kate Segal also wanted to know what areas should be covered. James Noyes gave a few suggestions such as Curriculum, Assessments, Legislature, School Visits, Professional Development. Bob Weir asked James Noyes to provide Kate with an Executive Summary template. Kate Segal will work with James Noyes on this.

Business Manager

Budget to Actual Report

Toni Butterfield presented the YTD Budget to Actual Report and noted that the expected ending balance is approximately \$37,000.

Toni Butterfield also gave an update on the status of the audits. The 22/23 audit for Landaff is expected to be completed within the next couple of weeks. They are still working through all the audits, the one for the SAU is the farthest behind but they are close to completing the 21/22 audit.

James Noyes questioned whether the SAU is charged for the use of the Presby Conference Room. Toni Butterfield confirmed that they are not.

VII. Staffing Notifications & Approvals - None

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

MOTION TO ENTER NON-PUBLIC SESSION MADE BY KIM KOPROWSKI, SECONDED BY JAMES NOYES. BY ROLL CALL, ALL IN FAVOR. MOTION CARRIED TO ENTER NON-PUBLIC AT 6:01 PM

MOTION TO LEAVE NON-PUBLIC SESSION MADE BY AMY MULLINS, SECONDED BY JOHN BARTH. BY ROLL CALL, ALL IN FAVOR. MOTION CARRIED TO RETURN TO PUBLIC SESSION AT 6:45 PM

MOTION MADE BY JAMES NOYES, SECONDED BY AMY MULLINS TO INCREASE THE RAISE FOR THE BUSINESS ADMINISTRATOR FROM 3% TO 4%. ALL IN FAVOR. MOTION CARRIED.

IX. Adjournment

MOTION MADE BY JAMES NOYES, SECONDED BY KIM KOPROWSKI, TO ADJOURN THE MEETING AT 6:47 PM. ALL IN FAVOR. MOTION CARRIED.

Next Meeting: April 2nd, 2024 at 5:30 pm

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.