MADISON SCHOOL DISTRICT

SCHOOL BOARD MEETING

MONDAY, OCTOBER 7, 2013 – 5:00 PM

MADISON ELEMENTARY SCHOOL

RUTH V. CHICK MEMORIAL LIBRARY

APPROVED MINUTES

Board members attending: Chairperson Jim Curran, Bruce Brooks, Wendy Grzesik, Sloane Jarell, Ray O’Brien.

Others attending: Superintendent Lou Goscinski, Special Education Raina Shearer Chick, Business Administrator Michael O’Neill, Principal Brian Ernest

CALL TO ORDER: Chair Jim Curran called the meeting to order at 5:01 PM.

NON-PUBLIC SESSION: Motion by Ray O’Brien to enter non-public session pursuant to RSA 91-A:3, II (a), (b), (c), and RSA 91-A:2, I (b) seconded by Bruce Brooks. On a roll call vote the board entered non-public session at 5:01 PM.

Bruce Brooks - Aye

Jim Curran – Aye

Sloane Jarell – Aye

Ray O’Brien - Aye

The Ayes have it.

Wendy Grzesik arrived immediately after the vote.

1. Personnel Matters: Superintendent Lou Goscinski presented three nominations to the board:
2. Jamie Webb, 21 C Spirals Instructor, 4 hours per week @ $15/hour (not to exceed 137 days)
3. Linda Haver, Title 1 Tutor, 1 hour per day @ $25/hour (not to exceed 85 days)
4. Mary Kohnke, Title 1 Tutor, 4 days per week @ $25/hour (not to exceed 85 days)

Motion by Ray O’Brien to approve the three nominations, seconded by Sloane Jarell. The motion passed unanimously.

1. Retirements:
2. The superintendent read a letter from Food Service Director Marilyn Prive to the board announcing her retirement effective June 30, 2014.

Motion by Ray O’Brien to accept with regret the retirement of Marilyn Prive, seconded by Sloane Jarell. The motion passed unanimously.

The superintendent said we want to have the participation of Tamworth and Freedom on the hiring of the new Food Service Director.

1. The superintendent read a letter from Rebecca Chase to the board announcing her early retirement effective June 30, 2014.

 Motion by Sloane Jarell to accept with regret the early retirement of Rebecca Chase, seconded by Bruce Brooks. The motion passed unanimously.

1. Wendy Grzesik reported that the CBA is at an impasse. Discussion followed. Lou pointed out that a mediator will have to be chosen. There was a discussion about whether negotiation meetings should be during the day or after school, and it was decided that they should be after school.
2. Buses: Lou Goscinski said we are finding it difficult to hire a full-time bus driver. He said he wanted to suggest exploring the idea of having a couple of board members meet with First Student to explore the possibility of contracting out with them.

 Motion by Ray O’Brien to have Jim Curran, Lou Goscinski, and Bruce Brooks meet with First Student, seconded by Sloane Jarell. The motion passed unanimously.

Motion by Sloane Jarell to come out of non-public session, seconded by Wendy Grzesik. The motion passed unanimously and on a roll call vote the board came out of non-public session at 5:30 PM.

Bruce Brooks - Aye

Jim Curran – Aye

Wendy Grzesik - Aye

Sloane Jarell – Aye

Ray O’Brien - Aye

The Ayes have it.

PUBLIC SESSION STARTS: Chair Jim Curran called the public session to order at 5:35 PM. All present pledged allegiance to the flag.

ACTION AS A RESULT OF NON-PUBLIC SESSION

1. Announcements: Jim Curran read the names of the superintendent’s nominees and announced that the nominations had been accepted by the board. Also announced was the retirement of Marilyn Prive and Rebecca Chase.

APPROVAL OF AGENDA: Motion by Ray O’Brien to approve the agenda, seconded by Wendy Grzesik. The motion passed unanimously.

APPROVAL OF MINUTES

1. Minutes of Regular School Board Meeting: 9-9-2013: Motion by Ray O’Brien to approve the minutes, seconded by Wendy Grzesik. The motion passed unanimously.

GENERAL ITEMS

1. Mustang Academy Director Update: Mr. Mike Lane, Director: Mike said everything is moving along at lightning speed and going well. He said we have relatively good attendance and we are pushing for much more for the next semester. He said the goal is to increase each semester. He said soccer going really well. He said there was a site director meeting and program director meeting last week and there was a discussion about the new reporting system. He asked if there were any questions. Ray O’Brien asked how field hockey is going. Mike said it’s going well; the parents pick up the students at the school and take them into Conway. He added that he had a meeting with the Carroll County Rec Department which was very productive, and he will pull together an advisory board meeting for Mustang Academy.
2. 2014-2015 Budget Discussion

Lou Goscinski explained that this first draft of the budget is actually last year’s budget with adjustments as we’re operating right now, including such things as staff changes. He said health insurance is projected to be an 8% increase; we don’t have the actual numbers yet. He explained that as Business Administrator Mike O’Neill goes through the budget, Principal Brian Ernest and Special Services Administrator Raina Chick will give their administrative recommendations.

Mike O’Neill went through the budget line-by-line. He noted that teachers’ salaries show no increases because there is no CBA. Ray O’Brien said there will be a special article for that should an agreement be reached. Jim Curran pointed out that January 14, 2014 is the final day for a warrant article. Mike O’Neill noted that in the past we’ve had issues with health insurance being charged to incorrect location codes, and we’ve moved them all so they are now correct. He said health insurance is up because of an 8% increase, and unemployment is up 5.46%. Principal Brian Ernest handed out a list of his recommendations which are not in the budget yet. Ray O’Brien said he wanted to thank Brian for bringing these forward. Brian said we won’t have tuition numbers till the end of November. He listed his recommendations: art materials down $100 based on enrollment; language arts up $449; math materials down $4,966; science materials up $450; social studies up $100; general supplies level; K-6 new materials suggest dropping by $400 to $2,000; science books level; language arts books down $641; music books level; social studies periodicals down $6oo; computer software level; audio-visual equipment up $750; music equipment at $1 (placeholder); PE equipment level; furniture and equipment down $183, computer equipment down $3,000.

Mike O’Neill continued line-by-line. He said regular ed is up $48,000 due to staff changes and health insurance, and not including the recommended changes by the principal. He said out of district has a recommended increase of $50,000. Hersh Sosnoff asked if the change to out of district tuition was actual, and Raina Chick said it is an estimation but likely to be accurate.

Mike said we are leaving SAU 13 level right now as there is no budget yet, but it should be within 1% of where it is now. He said the office of the principal is all level. Brian Ernest said he was recommending increasing custodial $5,000 for summer work (substitute custodial wages in the summer). Mike said building repairs are up $4,000 each for two classrooms for floor removal and replacement. Jim Curran noted that we need to start putting something in for maintenance of classrooms. For the flooring, Bruce Brooks suggested painting or epoxy instead of tile. Mike O’Neill agreed that this was worth looking into. Lou Goscinski suggested added in the $8,000 tonight for building repairs and discussing it in more detail later. He added that we need to do some work to the rooms. Mike said contracted services were at a predicted 5% increase due to needed services such as septic cleaning, fire protection, fire alarms, kitchen pumping, and linen and cleaning. Wendy Grzesik added that we need to increase pumping of the septic tank to at least twice a year. Jim Curran suggested adding 5% to that line. He said the original recommendation was up 5% from last year. Mike said fuel oil will be locked in by the end of this month. Hersh Sosnoff questioned whether it would be wise to lock it in this soon. Mike continued: food service fund transfer approximately $14,005 Jim Curran said we need to look at the cost of the lunch. Brian Ernest said he had one more recommendation: to reduce one staff teaching position due to declining enrollment; to look at that and come back in another month to look at preschool numbers and birth rates with possibly one more recommendation.

The board discussed the retirement in the food services section and said we need to leave the salary in but not the longevity. Lou recommended bumping up the health insurance to a family plan, and to come back with a recommendation on the salary range and salary-related benefits.

Mike O’Neill concluded: the general fund, adjusted and unaudited is $5,667,753, a net increase of $5,750 on the general fund. He said compared to last year’s budget it is a difference of 1.33%; the total increase in the general fund is $74,572, with $47,000 attributable to health insurance costs.

Hersh Sosnoff said at some time he’d like to get together with Mike O’Neill and go through the default number. The board agreed with this.

Lou Goscinski said next time will be version #2 of the budget and asked if we want default next time. Jim Curran suggested waiting till we have an exact number for such things as health insurance. Sloane Jarell said she knew the PTO would not pay for snow day transportation next year and asked if the $500 cost should be added in the budget. Lou recommended adding $500 to special program fees.

Jim Curran said we will have to talk about warrant articles such as transportation and technology, and said he’d like to see it near zero % increase. Lou said health insurance will be a $47,000 increase and we will have to find $75,000 to cut out of educational program lines. Jim Curran said we should come back and try to get us to that point. But he added that we’ve continually put off maintaining the building, the carpets, floors, and we’re starting to get to the place where the investment we made in the school has to be maintained; but at the same time we don’t want to sacrifice the children’s education. He said any thoughts and recommendations would be appreciated. Wendy Grzesik asked if for next budget we could have the notes that were missing from this one, and Mike O’Neill said the notes will be there.

A short break was declared at 7:25 PM. The meeting resumed at 7:30 PM.

PUBLIC INPUT: Christine Zimmer commented on the electricity line, saying that we will be using more electricity because of the Kunos (kids will be charging them at the school) but the budget shows the line is level. Jim Curran said that is something to consider.

CHAIRPERSON’S REPORT

1. Calendar: Next School Board Meeting: November 4, 2013, 5:00 PM
2. Technology Night: Brian Ernest said this has not been scheduled yet because he wanted to get the Kunos in people’s hands and get comfortable with them first; maybe after the first of the year. Jim Curran suggested the night of the deliberative session. The board agreed and suggested having presentations from 6:00PM to 7:00 PM throughout the building. Sloane Jarell said she will mention this to the PTO. Tim Hughes suggested filming it and the board agreed.

Audit Update: Jim Curran said all information has been sent to the auditors and we are just waiting on the files.

PRINCIPAL’S REPORT:

1. Principal’s Letter: In the board packet. Brian Ernest gave a shout out to Raina Chick and Lou Goscinski for attended a training session in Concord with himself and Christine Zimmer to learn about Swift Initiatives.
2. Enrollment: 143, with anticipated changes in November. Sloane Jarell asked for an evaluation of the kindergarten group, but Brian said that will be another couple of weeks out. He said we are midstream on NECAP testing. There was a discussion about the line of cars outside the school and the need for moving it for safety purposes. Jim Curran said this should be done, the sooner the better. Jim asked if we are going to try to sell the mini laptops. Brian said he had not spoken with the tech committee about it yet. He added that they are still running very well.
3. Working on Building Trim: Waiting for more information; on hold as a future item.
4. Security Update: Cameras installed and everything completed.

SPECIAL EDUCATION ADMINISTRATOR’S REPORT: Raina Chick said there is a new student whose IEP requires four hours a day of para support. She said the staff has been collaborating on this, which requires adjustments of schedules and has everybody stretched as thinly as they can be stretched.

SUPERINTENDENT’S REPORT: Lou Goscinski said he wanted to make sure we’re clear on how to deal with field trips. Jim Curran said we need to make sure that field trips are noted correctly on the time sheets. He said we want to know what we’re spending and what we’re taking in. Sloane said the driver should indicate somewhere on the time sheet what they are driving for. Jim added that this is so Ken can approve the field trip and Mike O’Neill can give it the correct code. Mike noted that we could charge the wages to that. Brian Ernest said any offset to student costs would have to go to fund raising. Wendy asked if this should be in a policy.

Lou Goscinski recommend going to district-wide policy meetings. He said we will move on for now and he will bring back a recommendation next month.

1. Technology for Board Members: Jim Curran said mini computers are available and asked if they should be shared with board members. It was agreed that this was something to look into.

FINANCE MANAGER’S REPORT:

1. 2013-2014 Budget Expenditure & Revenue Reports: In the board packet. There were no questions.
2. Review & Approval MS 24 & 25: Mike O’Neill that Concord has changed the way they are going to determine the adequacy payment, which has caused a delay in the tax rate setting; therefore tax rates can’t be set till after November 15. Mike said he will have the forms ready to sign by this Thursday.
3. Undesignated Fund Balance to be Carried Over: No action required by the board.

SCHOOL BOARD BUSINESS

 *Old Business*

1. Master Plan: In progress.
2. CIP
3. Transportation Bus Replacement: Tabled till next month.

Cooperative Study Update: Ray O’Brien said the cooperative study committee met at Camp Calumet and formed a cooperative planning board that includes the three towns. He said he thought the committee could make a recommendation pretty quickly. Lou Goscinski noted that this does not include the high school and middle school.

*New Business:* None

PUBLIC INPUT: None

NON-PUBLIC SESSION Motion by Sloane Jarell to move to non-public session pursuant to RSA 91-A:3, II (a), (b), (c), seconded by Wendy Grzesik. On a roll call vote the board moved to non-public session at 8:10 PM.

Bruce Brooks - Aye

Jim Curran – Aye

Wendy Grzesik - Aye

Sloane Jarell – Aye

Ray O’Brien - Aye

The ayes have it.

The board took a 5-minute recess.

Jim Curran told the board that Freedom board chair Todd Desmarais has reached out and talked about collaboration between the schools regarding transportation; he asked if we can sit down and talk with the principals and the superintendent without actually being a cooperative district. Jim said he was asking the permission of the board for himself, Brian Ernest, and Lou Goscinski to sit down and talk with Todd Desmarais and Freedom Principal Karin Schroeder. The board agreed. Jim said Todd will ask his board at the meeting on Wednesday.

Jim noted that he wanted to make sure we’re doing the criminal background checks on every staff member.

Bruce Brooks raised the issue of the whereabouts and status of old bus number five. This led to a general discussion about buses. It was decided that there should be a daily head count and mileage count on every bus run for the next month.

The issue of raises and benefits was discussed.

ACTION AS A RESULT OF NON-PUBLIC SESSION

1. Announcements: None.

ADJOURNMENT: Motion by Sloane Jarell to adjourn, seconded by Ray O’Brien. The motion passed unanimously and the meeting adjourned at 9:50.

Madison School Board Meeting

October 7, 2013

Approved Minutes

Respectfully submitted,

Patricia Ambrose

Recording Secretary