

June 22, 2010

## **Tamworth School Board**

### **1. Call to Order**

A meeting of the Tamworth School Board was held at the Kenneth A. Brett School on Tuesday, June 22, 2010 at 5:31pm. The meeting was called to order by Chair Laura Pike. Present were board members Laura Pike, Charlie Pugh, John Cleveland, and Dan Rowe, Superintendent Jay McIntire, Principal Noel DeSousa, Finance Administrator Barb Clifford and Secretary Kathi Brown.

### **2. Approval of Agenda**

Add item #3 Non Meeting - Board to meet with attorney.

Item #4 will determine if item #5 is needed.

Remove item #7.

Item #8 will be moved to after item #2

Charlie Pugh made a motion to approve the agenda as amended. John Cleveland seconded the motion. Motion passed.

### **3. Non-Meeting Session - Board to meet with attorney**

Dan Rowe made a motion to go into non-meeting at 5:37pm. Charlie Pugh seconded the motion. Motion passed.

### **4. Non-Public Session - RSA 91-A:3 II a,b,c,d,e**

### **5. John Perkins Hearing**

### **6. Non-Public Session - RSA 91-A:3 II a,b,c,d,e**

### **7. Action as a Result of Non Public**

The board came out of non-public session at 9:35pm

### **6. Approval of Minutes (May 22, 2010, May 27, 2010)**

Dan Rowe made a motion to get the minutes of May 22, 2010 on the floor. John Cleveland seconded the motion. In the minutes for May 22, 2010, on the second page, the last paragraph should be changed as follows. In the sentence that reads; about the expectations for ethical conduct, change it to read; about the expectations for strategic alignment with the board and SAU leadership conduct.

Motion passed as amended. Dan Rowe abstained.

John Cleveland made a motion to get the minutes of May 27, 2010 on the floor. Charlie Pugh seconded the motion. Jay McIntire noted that Chris Wald sent him and Charlie Pugh an email asking for a change in section 12a regarding inaccurate information on use of how excess money in the budget can be used. The board thanked him for his concern, but can not change the minutes as that is a reflection of what was actually stated at the meeting. Under item 9, the third paragraph, change the last sentence to read Charlie Pugh

stated that the average index score is 91. Under 11a, include that the SAU office needs to get information out to the public regarding the meeting dates and times. Laura Pike will put the information on the Tamworth Exchange, Kathy Barrett will do the postings, and the sign in front of the school will have the information posted on it. Under item 11f change Charlie Pugh gave the board a handout to Charlie Pugh gave Kathi Brown a handout. Laura Pike spoke on item 11c the process for seating a new school board member. It was stated that a board quorum is needed to interview the two school board candidates and no times have been set up yet. Laura has spoken with the two candidates and they understand the scheduling difficulties involved. Motion passed as amended. Dan Rowe abstained.

## **7. Director of Special Services Update**

None.

## **8. Visitor's Comments**

There were no visitor comments but Laura Pike did respond to a prior question from Peg Delong regarding the balance in the Capital Reserve Fund. There is currently a little over \$70,000.00 in the fund.

## **9. Old Business**

### **a. Conflict of Interest Policy (BCB) - 2<sup>nd</sup> reading/adoption**

Dan Rowe made a motion to approve. John Cleveland seconded the motion. Motion passed.

### **b. Regular Board Meetings (BEA) - 2<sup>nd</sup> reading/adoption**

In the first paragraph remove (with the exception of the months of July and August). In the second paragraph remove the last sentence. The Superintendent is authorized to post notice of the meeting on the District website.

Dan Rowe made a motion to approve as amended. John Cleveland seconded the motion. Motion passed.

### **c. Agenda Preparation and Dissemination (BEDB) - 2<sup>nd</sup> reading/adoption**

In the last paragraph it should include the following in the second sentence after the word Superintendent. In writing, 24 hours prior to the scheduled board meeting.

Dan Rowe made a motion to approve as amended. John Cleveland seconded the motion. Motion passed.

## **10. New Business**

### **a. 2010-2011 School Board Calendar**

John Cleveland made a motion to approve the calendar. Dan Rowe seconded the motion. Motion passed.

## **11. Superintendent's Report**

### **a. Expenditure Report**

Barb Clifford gave the board members an analysis explaining various differences in budget balances, which identified areas of concern. Her guess is that there will be \$100,000.00 in budget overage at year end.

Dan Rowe feels this is the first accurate expenditure report he has seen so far this year. You need to plan changes in the budget with administrators and use a variance report for forecasting. He is disappointed in over planning and over spending along with sloppy prior practices used. He wants to avoid surprises in the future. We are overspent by \$50,000.00 which is a poor job. Perhaps we should look into outsourcing things like payroll.

John Cleveland stated that planned expenditures, such as electricity, need to be encumbered for the rest of the year. He feels that progress has been made this year with the budget process.

Laura Pike felt that there were poorly executed processes in place before Barb Clifford came along. She questioned if our budget for next year is a good one, it needs to be managed carefully. Staff development money has been over spent for the last two years, once the money is spent staff should not be allowed to spend any more money.

Charlie Pugh feels that the staff development line is to be used for school goals and student achievement in this building.

Laura Pike asked Barb Clifford what she needed from the board. Barb stated that she needs people power as a lot of the work she has to do can be done by someone else.

## **12. Principal's Report**

### **a. Board Report**

Noel DeSousa handed out his report and went over his requests for short-term capital improvement items. He is looking for the board to approve the list. He did not put these items in the original budget as they would have been automatically cut and this is an opportunity at year end to take care of these items.

Dan Rowe feels that the maintenance budget is over spent already and that it is not morally right to spend more. These items should have been included in the original budget when it was created. This list is not subjected to the same scrutiny as a budget, it is a wish list and is lousy management. He spoke about using the board contingency funds for some of these items, which Barb Clifford estimates the balance to be around \$2,651.00.

Charlie Pugh feels that Noels list is a good use of money as some of the items came out of the Turner report. He would like to spend the \$16,000.00 Noel asked for.

John Cleveland would also like to spend the \$16,000.00 Noel asked for.

Jay McIntire would like the board to consider spending money for the septic system survey, so you know what to budget for in the fall. This is his priority from the list presented.

Laura Pike feels that there is a very volatile budget right now and we need to get through the next two weeks and then figure out how to do items on the list responsibly. She wants to wait until there is a clear and stable budget line, but approve the septic as Jay McIntire suggests and add the security camera.

John Cleveland made a motion to approve \$5,000.00 for the septic system survey, \$1,600.00 for the security camera in front of the school, \$2,000.00 for furniture needed for an additional primary classroom, and \$1,600.00 for shelving in a classroom, for a total of \$10,200.00. Charlie Pugh seconded the motion. Motion passed. Dan Rowe voted no. Laura Pike reminded everyone to be respectful of others opinions.

- b. Principal's Request**
- c. Tamworth Floor Plan**
- d. Cleaning Bid Specifications**

**13. Visitor's Comments**

Rob Troon thanked the board and the principal search committee for the work they did. He also thanked Noel DeSousa for his seven years as principal and his help in the transition process.

**14. Board Comments**

Laura Pike also wanted to recognize Noel DeSousa and appreciates his time here as principal.  
Dan Rowe inquired about a set regular time to sign the manifests.

**15. Communications**

None

**16. Non-Public Session - RSA 91-A:3 II a,b,c,d,e**

None

**17. Action as a Result of Non-Public**

None

**18. Personnel**

**a. Appointment of Custodian**

Roy Roberts was appointed as head custodian.

**19. Adjournment**

John Cleveland made a motion to adjourn at 10:45pm. Dan Rowe seconded the motion. Motion passed.

Respectfully submitted,

Kathi S. Brown, Secretary  
Draft Pending Board Approval