

OESU Board Meeting  
Oxbow High School Library  
February 5, 2019

Present:

Newbury: Danielle Corti, Emmy Hausman, Paul Jewett

Oxbow: Kathy Damon, Pat Dwyer, Adam Lornitzo

Thetford: Julie Acker, Charlie Buttrey

Blue Mountain: Judy Murray

Waits River: Alison Bruce, Ken Schaffer

Bradford: Lucas Barrett, Kim Frydman, Emily Shipman

Administrators: Emilie Knisley, Bruce Williams, Lori Blood

Others: Brent Abare, Nicole Bell, Sherry Hoyt, Ted Pogacar, Robin Wozny, William Ellithorpe

- I. The meeting was called to order at 6:05 PM by Danielle Corti, Chair
- II. Board Business
  - A. Those present were welcomed, and the agenda was reviewed. It was agreed to take the Act 46 update off the agenda, as nothing has really changed
  - B. Motion by Ken Schaffer, seconded by Emmy Hausman to approve the Board minutes of January 16, 2019. Motion voted on and carried with two abstentions (Alison Bruce and Charlie Buttrey)
  - C. Board Orders—same question on bus contract as noted in last meeting
  - D. Contracts—None
  - E. Correspondence
    1. Letter dated January 29<sup>th</sup> from Lori Blood, saying she is stepping down from her position of Business Manager of the supervisory district as of June 30, 2019. Motion by Ken Schaffer, seconded by Emmy Hausman to accept her resignation with deep regret and appreciation. Motion voted on and approved unanimously
- III. Public Comments—None
- IV. Budget
  - A. FY2020 OESU Assessments were distributed
  - B. Different points were explained
  - C. New Changes: Software Training, 1.0 FTE Data Management Coordinator, .5 FTE Director due to grant loss
  - D. Merged Changes: 1.8 FTE Accountants, 1.0 FTE Human Resource, BMU Special Education Teachers, .5 FTE ELL
  - E. Question regarding enrollment count at River Bend and how those students are counted from both BMU and Oxbow, to make sure they are not double counted. This will be researched.

F. Question about the Data Management Coordinator's salary. Answer: About \$60,000-\$75,000 with benefits. About \$49,000 budgeted for person overseeing EEE program and Early Childhood Education. Accountants: 1 at \$56,000 because a portion still being billed back to BMU; Human Resources-- \$64,500. .5 ELL would become a full-time employee shared throughout the district—\$78,000.

G. Julie Acker and others thanked Lori Blood and the OESU office for making the changes noted in the finances easy to understand.

H. Newbury would like to publish the OESU budget as part of the town's annual report. They would also like to review it as a Board first.

I. Requested that a detailed budget be e-mailed to Board members for their information

J. Question: Was there ever a budget committee for the OESU? Answer: In the past the Advisory Council has been used.

K. Board members would like to see the assessment broken out for enrollment vs. FTE's. Supt. Knisley said there has be compliance with Act 153 and statutes. Board members will plan to do their homework and be prepared to vote on the budget at the next meeting. Next year the goal will be to approve a budget in November. Administrators would like to have guidance on what reports the Board members would like to see. Paul Jewett would like to see in writing why Newbury's assessment is going up and in what categories.

L. Kathy Damon asked about the number of staff in the new OESU. Supt Knisley gave the information—about 15/16 total.

M. Suggested giving comparison of staff positions over the past two years. Board members asked for a comparison of student enrollment and FTE's.

V. Transportation

A. Bruce Williams shared a copy of the proposal from Butler's Bus Service. It shows an increase of 2.15% for each year of the 3-year contract. He also shared a spread sheet showing per mile cost for each district. He had calculated the cost per bus. Asst. Supt. Williams recommended that we accept this proposal to roll over the contract for 3 more years. Motion by Lucas Barrett, seconded by Paul Jewett to approve the proposal from Butler Bus Service and roll over the contract for 3 more years. Blue Mountain has a grandfathered contract for 4 more years that shares busing with SAU 23 in NH. Motion voted on and approved unanimously.

VI. Facilities: Space

A. Currently a space shortage in the SU Administrative Offices in its current location

B. May need to have some staff in one location and some in another location after July 1 because there is one year left on the lease at the present location. It has been a "wish list item" for a little while to have administrative offices near students and teachers. Supt. Knisley said there will be a short term need for office space for about 4 employees before this gets sorted out. Board members will keep eyes and ears open for possible rental places. We would need about 4000+ square feet.

VII. Student Information Services Bid

A. Have analyzed a number of vendors of student information services that are compliant with Dept. of Education requirements. Two emerged: Power School and Infinite Campus, both used extensively statewide and around the country. This has

been put out to bid, the bids were analyzed, and the recommendation is for Infinite Campus. There would be a 4-year total cost of \$68 K for software and \$48 K for the implementation process, for a total cost of \$116 K. An additional option would be \$15,200 for message with voice, bringing the total cost to \$131,200. Other optional systems are available. Motion by Alison Bruce, seconded by Julie Acker to approve the purchase of Infinite Campus at a cost of \$131,200 over four years. A data management coordinator will be hired to manage the transition, filling a position left vacant by a resignation earlier in the year. Motion voted on and approved unanimously

VIII. Policy First Read

A. Copies of the following policies were distributed, and Board members were asked to take them home, read them, and come back to the next meeting prepared to discuss them and perhaps vote on them.

1. C-10/10P Policy on the Prevention of Harassment, Hazing and Bullying of Students and Model Procedures
2. C11 Student Freedom of Expression in School Sponsored Media
3. D5 Animal Dissection

B. Bruce Williams thanked Sherry Hoyt for preparing the copies of the policies and also the Board members serving on the Policy Committee. These are required policies, and the Board members were urged to approve them without changes.

IX. Executive Session: Personnel and Negotiations Update

A. Motion by Ken Schaffer, seconded by Paul Jewett to move into Executive Session at 7:56 PM to discuss a personnel matter, the premature dissemination of which may place the Board at a substantial disadvantage. Motion voted on and approved unanimously. Motion by Paul Jewett, seconded by Ken Schaffer to exit Executive Session at 8:33 PM. Motion voted on and approved unanimously. No action taken.

B. Motion by Paul Jewett, seconded by Charlie Buttrey to move into Executive Session at 8:34 PM to discuss negotiations. Motion voted on and approved unanimously. The Board exited Executive Session at 8:48 PM. No action taken

C. Motion by Adam Lornitzo, seconded by Emmy Hausman to move into Executive Session at 8:48 PM to discuss personnel. Motion voted on and approved unanimously. The Board exited Executive Session at 8:54 PM. No action taken.

X. Motion by Charlie Buttrey, seconded by Paul Jewett to adjourn the meeting at 8:55 PM. Motion voted on and approved unanimously.

Respectfully submitted:

Nancy Perkins, Minutes Clerk

**The minutes are in draft format and are unofficial until formally approved by the Board at a subsequent meeting.**