

**SAU WITHDRAWAL STUDY COMMITTEE MEETING
JUNE 22, 2016 AT 6:00 P.M.
AUBURN SAFETY COMPLEX**

These minutes have been approved.

Janice Baker, Committee Chair, called the meeting to order at 6:05 p.m. Those in attendance were committee members Alan Villeneuve, Samantha Belcourt, Bill Wood, Joanne Linxweiller, and David Wesche (6:25 p.m.) Also in attendance was Superintendent of Schools, Charles P. (Phil) Littlefield and SAU #15 Business Administrator, Karen Lessard.

PROOF OF POSTING

Becki McCarthy provided proof of posting.

Janice Baker reviewed the last meeting with regard to RSA 194-C:2. She stated that she read the Wakefield, NH withdrawal study report and said that the committee should discuss ways to move forward week to week and month to month.

APPROVAL OF MINUTES

Motion by Janice Baker, seconded by Joanne Linxweiller, to approve the Withdrawal Study Meeting Minutes of May 26, 2016, and the motion carried unanimously.

With regard to swearing in committee members as discussed during the May 26 meeting, Alan Villeneuve stated that since New Hampshire School Boards Association attorney, Barrett Christina advised that because this is a committee and not a position of office, an oath of office would be moot. Alan added that Dave Wesche has replaced Peter Miles as the Budget Committee member on this committee.

NAME OF COMMITTEE

The committee discussed naming the committee and decided upon the SAU Withdrawal Study Committee.

Janice Baker stated that the committee must find out what inspired the ballot question; is Auburn getting the full value of SAU services or its cost? She stated it's important that we understand if we're trying to fix past problems, achieve new/different goals, or a mix of the two. Janice brought copies of Hooksett's two recent withdrawals, which members will review. Discussion ensued relative to how best to gather information, who to speak to, and what to ask of them. Dr. Littlefield stated that the three SAU #15 boards would have the best perspective. He said reaching out to former principals would probably be a good resource as well. Samantha Belcourt suggested contacting a particular former Hooksett board member who was on their board at the time of a Hooksett Withdrawal Study, but Dr. Littlefield and Alan both felt that it may not be unbiased as that board member is the one who initiated the study. One suggestion was to speak with Chester officials. Dr. Littlefield stated that the committee should be aware that it is unlikely that Chester would be amenable to having Auburn join their single-SAU. Alan and Joanne stated that since they are a district that has gone through the withdrawal process, and because they are similar in size and enrollment as Auburn, that it would be worthwhile. There was also discussion about talking to the districts that were with Chester before their withdrawal. Joanne asked if the current Chester Superintendent position is part-time, Dr. Littlefield stated that it is, and that any evening meetings count against his 30 hour week. An Interview Sub-committee was formed of Janice Baker-Lead, Bill Wood, Dave Wesche, and Joanne Linxweiller, and Heather Lockwood-Members. They will consider speaking to the Auburn, Candia and Hooksett School Boards, school leadership, Chester officials, as well as AEA Co-presidents, Principals of Candia and Hooksett, and any other viable resources. The sub-committee will meet to draft questions they will ask to understand problems and/or goals and to decide who to interview given the number of potential people and the limited time to collect information.

BUDGET REVIEW

The committee reviewed the SAU #15 budget. This budget covers 90 Farmer Road, Superintendent, Assistant Superintendent, human resources, payroll services, accounts payable, support staff as well as supplies used there. Karen Lessard said there are 'overlap' items that the districts combine to do group purchasing, such as school supplies, paper, Health and Dental, Life and LTD, electricity, and some maintenance. Noticeable increases and decreases were questioned and explained. Though the Maintenance Director position is no longer shared with Candia, Karen said they still try to bid as a group. Dr. Littlefield added that curriculum adoption is done with all three communities involved, allowing for bargaining power resulting in many free items for the schools. Karen explained the requisition and purchase order process. Requisitions are done in the building, but each requisition is approved by both the Business Administrator and the Superintendent before becoming a purchase order. Other budget items were reviewed and explained.

The committee reviewed the Auburn School District Budget. Noticeable increases and decreases were questioned and explained. Dr. Littlefield stated that if the committee recommended withdrawal, they would need office space as Auburn Village School renovations, if approved, would not be done in time. 90 Farmer Road is currently leased for \$14,000 a year. He said this information should be put in the financial analysis. Dr. Littlefield said the committee should determine what things are initiated by the SAU and what things the SAU oversees. Karen Lessard assisted, saying that the SAU oversees things like property and liability insurance, health and dental insurance, life and LTD insurance, workers comp insurance and transportation. Although the schools address student behavior, all other transportation issues are dealt with by the SAU.

SUB-COMMITTEES AND TIMELINE REVIEW

Janice Baker stated the committee will continue to look at problems, goals, options, and expected accomplishments. July-September would focus on analysis. September-October would be documenting the plan. Although the November date the committee expects to submit their report to the state for review may be a little late, Alan Villeneuve stated that the agenda created by Janice is a good plan to work with for the next month or two.

Dr. Littlefield suggested that the Interview Sub-committee consider speaking with former Auburn School Board members (Elaine Hobbs, Kathi Porter, and Bob Hayes) who were on the Board when Hooksett did their withdrawal study to hear why they were opposed.

Other sub-committees were established. Fiscal Impact Sub-committee, Dave Weshe-Lead and Joanne Linxweiller, Janice Baker and Bill Wood-Members. Educational Impact Sub-committee Samantha Belcourt-Lead, and Alan Villeneuve, Heather Lockwood, and Janice Baker-Members. All meetings should be posted and have minutes taken.

OPPORTUNITY FOR PUBLIC INPUT

Susan Goodhue asked who would be on the Education Sub-committee, to which Janice stated it would be Samantha and Alan, the two School Board member representatives, and Heather Lockwood.

ADJOURNMENT

Motion by Janice Baker, seconded by Bill Wood, to adjourn at 7:53 p.m., and the motion carried unanimously.

The next regularly scheduled SAU Withdrawal Study Meeting is Wednesday, July 6, 2016 at 6:00 p.m. at the Auburn Safety Complex Conference Room.

Respectfully submitted,

Rebecca SJ McCarthy
Recording Secretary