

**SAU #15 Board Meeting
Wednesday, May 24, 2016 - 6:30 p.m.
Henry W. Moore School Media Center**

These minutes have not been approved.

CALL TO ORDER

Superintendent Charles P. (Phil) Littlefield, called the SAU Board meeting to order at 6:30 p.m. Those in attendance were Board members, Stephanie Helmig, Dana Buckley, Matt Woodrow, Kim Royer, Becky Cronk, Kara Salvas (6:35 p.m.), Greg Martakos, Allan Whatley, Adam Gianunzio, Phil Denbow, Keith Leclair, Maureen Murgo, Janice Baker, Samantha Belcourt, and Alan Villeneuve (6:45 p.m.); Assistant Superintendent, Marge Polak; and Business Administrator, Karen Lessard.

Phil Denbow led the attendees in the Pledge of Allegiance.

Dr. Littlefield explained that one of the purposes of this meeting is for Board reorganization and that the Superintendent presides over the meeting until a Chair is determined. He also reviewed the officer rotation process by which the SAU Board practices.

Motion by Becky Cronk to nominate Kim Royer as Chair. A poll vote was taken. With all in favor, the motion carried unanimously.

Kim then presided over the meeting.

PROOF OF POSTING

Dr. Littlefield provided proof of posting.

The Board introduced themselves.

Motion by Greg Martakos to nominate Adam Gianunzio as Vice-Chair. A roll call vote was taken and the motion carried unanimously.

Motion by Maureen Murgo, to nominate Samantha Belcourt as Treasurer. A roll call vote was taken and the motion carried unanimously.

Motion by Kim Royer, to nominate Becky Cronk as Secretary. A roll call vote was taken and the motion carried unanimously.

APPROVAL OF MINUTES

A motion by Becky Cronk, seconded by Phil Denbow, to approve the minutes for the SAU Board meeting on February 15, 2017. With Janice Baker and Stephanie Helmig abstaining, all others in favor, the motion carried in the affirmative.

A motion by Phil Denbow, seconded by Keith Leclair, to approve the sealed, non-public minutes for the SAU Board meeting on February 15, 2017, and the motion carried unanimously.

A motion by Becky Cronk, seconded by Kara Salvas, to approve the sealed, non-public minutes for the SAU Board meeting on February 15, 2017, and the motion carried unanimously.

Expenditure Report

The expenditure report was reviewed. There were no budget adjustments. No action was taken.

NHSBA

New Hampshire School Board's Association (NHSBA) Executive Director, Ted Comstock and Search Consultant, Bob Lister, were in attendance at the request of the Board, as they were chosen to do the Superintendent Search for SAU #15.

Kim Royer presented a summary of the timeline the Superintendent Transition Team came up with, then Ted and Bob explained the typical process.

- Recruitment – there is a shortage of Superintendents now; process takes 6-7 weeks

- Screening – makeup of the committee, generally 2 members from each board to serve as a screening committee and to develop a profile
- Selection – 2-3 candidates
- Possible Meet-and-Greets
- Bring to full SAU Board

This is generally a 3-4 month process, beginning in September.

Discussion ensued relative to the makeup of the committee, timeline and expectations. The public may be asked for input through surveys and/or public forums.

Allan Whatley said that having three districts is challenging, which can be considered an advantage. They must market SAU #15 and New Hampshire in a very positive light. Bob Lister agreed, saying that all three districts should have consistent talking points.

Janice Baker asked what authority the committee has and if its members are held to non-disclosure laws, to which Ted Comstock said the committee looks at criteria and narrows down the field before presenting to the full board, and that non-disclosure laws apply. Mr. Comstock suggested that the committee interview many candidates and to be wary of narrowing down the candidates too soon. He also suggested that the committee not judge candidates by what is on paper alone.

Greg Martakos said that the committee should have five or so bullet points. He said the committee should have clear SAU #15 selling points, and agreed that they not judge everything by paperwork alone.

Dana Buckley stated his concern with the timeline. It shouldn't be rushed and needs to be done right.

Matt Woodrow asked how wide a search would it be, to which Ted Comstock stated it is as wide as the internet; they use a number of different recruitment sites. He said, however, that most candidates usually come from Maine, Vermont, and sometimes Massachusetts.

Alan Villeneuve hopes to reserve judgment; doesn't want to 'rubber-stamp' anything.

Greg Martakos stressed that selling points be prepared, as it is a very important part.

Dana Buckley asked what would happen if no candidate was chosen, to which he was told NHSBA would, within reason, not charge for another search until a Superintendent would be found.

Stephanie Helmig asked if there were any in-house candidates, to which Kim Royer stated there are not.

Allan Whatley suggested that the committee be open-minded, to consider one with abilities, not necessarily someone whose background is in education.

Phil Denbow and Greg Martakos asked about the NHSBA process; candidate confidentiality, and how resumes are distributed, to which Ted Comstock stated every application will be shared with the committee.

The following Superintendent Transition Team was formed:

Auburn: Samantha Belcourt and Maureen Murgio

Candia: Kim Royer and Becky Cronk

Hooksett: Lindsey Laliberte and Allan Whatley

No Chair was determined, but Becky Cronk will be the contact person for NHSBA until one is elected.

OPPORTUNITY FOR PUBLIC TO ADDRESS THE BOARD

There was no participation.

SAU BOARD COLLABORATION

A representative from each Board spoke.

Phil Denbow said the Hooksett Retreat is upcoming, the Cawley School was recently named Middle School of the Year, and that the Manchester Board of Schools is now doing Goals, similar to those done in SAU #15.

Maureen Murgio said that the Auburn PTA is launching a Summer Camp program, an affordable alternative to full-day day-camp. This program will include cooking, crafts, and navigating the woods.

Allan Whatley asked the Candia School Board about their full-day kindergarten program, and how curriculum was adapted for grades 1-8. Members of the Board said parents are happy to have full-day.

Becky Cronk said it makes for an easy transition and Dana Buckley said it is worthwhile. Matt Woodrow

added that there is a need for two snack times. Becky Cronk said it may seem like a small thing, but if

planning a full-day kindergarten, an added second snack time is crucial. With regard to curriculum, Dr.

Littlefield stated that there were some 'growing pains', and that implementation of curriculum was rolled out.

Maureen Murgio asked if the standards were out when kindergarten was implemented, to which Dr.

Littlefield stated the program was more knowledge-base driven than one by state standards.

NEW BUSINESS

SAU Board Meeting Dates for 2017/2018

The Board reviewed the meeting dates for 2017/2018. No changes were made.

NON PUBLIC SESSION

No need at this time

INFORMATIONAL ITEMS AND CORRESPONDENCE

NEXT AGENDA

- Budget
- Policy Development
- Superintendent Search Update
- Collaboration of Services

ADJOURNMENT

Motion by Matt Woodrow, seconded by Allan Whatley, to adjourn at 8:05 p.m., and the motion carried unanimously.

The next regularly scheduled SAU #15 School Board Meeting will be Wednesday, October 11, 2017 at 6:30 p.m. at the David R. Cawley Middle School, Hooksett, NH.

Respectfully submitted,

Rebecca SJ McCarthy
Recording Secretary