SALEM SCHOOL BOARD
SCHOOL ADMINISTRATIVE UNIT #57
SALEM, NEW HAMPSHIRE

Planning Session

March 22, 2016
7:00 p.m.
SHS TV Studio

MINUTES

Present: Mrs. Pamela Berry, Chairman
Mr. Bernard Campbell, Vice Chairman
Mr. Peter Morgan, Secretary
Mr. Michael Carney, Jr., Member
Mrs. Patricia Corbett, Member

Also Present: Dr. Michael Delahanty, Ed. D., Superintendent
Mrs. Maura Palmer, Assistant Superintendent
Mrs. Deborah Payne, Assistant Superintendent for Business Operations
Mrs. Diana Darnstaedt, Director of Finance

Mrs. Berry called the meeting to order at 7:00 p.m. Mrs. Payne also introduced Jarad Vartanian and Tammy Webb, representatives from Vachon Clukay & Company.

AGENDA

Auditor’s Report and Presentation for June 30, 2015
Dr. Delahanty stated that Vachon and Clukay has been working with the district for many years, but that this is the first time representatives have attended a meeting for a discussion.

Mrs. Webb stated that the Salem School District received an unmodified opinion on financial statements which is the highest opinion that can be received. Salem also received an unmodified opinion on the federal compliance audit. She explained that a new pronouncement, GASB #68, accounting and reporting for pensions, was implemented during the year ending June 30, 2015. This is under a cost sharing plan and is pooled together to pay the benefit to retirees. She stated Salem’s share of this is 1.002% which equals out to $37.6million dollars. This does not affect the tax rate or general fund budget. Mr. Campbell asked if the GASB #68 requirements were in effect last year, and she responded that this is the first time it has been in the audit for the district.

Revenues and expenses were reviewed as part of the audit. There was also discussion about the handling of student activities funds and how it affects most school districts. Dr. Delahanty stated that procedures have been tightened per the recommendation, and have noted more severe consequences if procedures are not followed, yet there are still times when something happens.
He asked what the expectation of the student activities management should be. Mr. Vartanian explained that they do not nitpick to the extreme and if there are a couple of findings among many, it would be acceptable. He did say that almost all districts are having an issue with this reporting.

**Phase III Project Financials**

Dr. Delahanty stated he provided some information of revenues for the project and what is budgeted as expenses. He stated there were a few change orders and then asked Mrs. Payne to review the information with the board.

Mrs. Payne stated the initial CTE funding from the state was $10.775 million but the actual anticipated amount is closer to $13.80 million which will allow the district to bond less funds, which is great. We would be looking to borrow just over $60 million dollars total at this point.

Dr. Delahanty stated he didn’t want to pay Lavallee Brensinger the total amount owed before the project started and we still owe them about 25%. Mrs. Payne stated Trident gets paid each month. Harvey Construction is paid up to date as well. She noted that they’ve been very responsible in all reporting.

Dr. Delahanty and Mrs. Payne stated there remains a lot of furniture to be purchased for all areas, including band, chorus, classrooms and offices. It will be quite substantial, so although not much has been spent to date, the furniture line will be increasing.

There were several change orders that Mrs. Payne discussed with the board. One was the amount of money that was set aside to deal with winter weather conditions but this was a very mild winter. There was $330,000 spent during the elementary first phase, just a little over $200,000 for the elementary second phase, and this winter Phase III was right around $150,000. There were other change orders discussed including the decision to go with the motorized bleachers. Dr. Delahanty stated this will be a better option rather than moving them by hand, costs $24,000, and will be installed during April vacation. He stated there is a healthy contingency fund but with two winters left and a modest equipment budget, they will remain cautious.

**Landscaping Discussing**

Motion by Mrs. Corbett seconded by Mr. Campbell to take this topic off the table.

Motion carried 5-0

Dr. Delahanty stated last time the landscaping was discussed there was money for Fisk and Soule School landscaping and also money in the 2016/2017 budget for an additional school. However, nothing was completed because the board requested pricing for irrigation to be included in the project. Dr. Delahanty stated the designing and complexity of landscaping doesn’t lend itself to putting it out to bid. He stated he would like to have some kind of partnership between a landscaper, for installing the irrigation, and a local nursery to design the landscape. He would bring any of those decisions before the board for approval.
Mr. Carney mentioned having a plan for fertilizing the soil for grassy areas to help with growth. Mr. Campbell suggested focusing on one school to start with and go from there to see what works best. Mrs. Berry recommended allowing the Superintendent to move forward with getting a plan in place for the Fisk School and the board agreed. Dr. Delahanty stated he will talk to the school principal and come back to the board with information at a later date.

Salem School Board Committee Assignments
Municipal Budget Committee – Mr. Campbell and Mr. Carney (alternate)
Recreation – Mr. Carney
Regional CTE – Mr. Campbell
Professional Development – Mrs. Corbett
Hall of Fame – Mrs. Berry
Strategic Planning – Mrs. Berry – Community Engagement
SEA – Mrs. Berry and Mr. Morgan
SEPA – Mr. Carney and Mrs. Corbett
SAFSP – Mr. Carney and Mrs. Berry
SESAP – Mr. Campbell and Mr. Morgan
SSCEA – Mr. Morgan and Mrs. Corbett
NHSBA – Mr. Campbell and Mr. Morgan
Facilities Projects – Mr. Morgan
Board development – Mrs. Corbett

Adjournment
Motion by Mr. Carney, seconded by Mr. Campbell to enter into a non-public session pursuant to RSA 91-A:3(II)(c); personnel matter.

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<td>Mr. Campbell</td>
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<td>Mr. Carney</td>
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<td>Mr. Morgan</td>
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<td>Mrs. Corbett</td>
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<td>Mrs. Berry</td>
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Motion carried 5-0

The board entered the non-public session at 8:15 p.m.

Motion by Mr. Carney, seconded by Mr. Campbell to adjourn.

Motion carried 5-0

The board adjourned at 8:40 p.m.

Lani R. Leland
Recording Secretary, Salem School Board
March 22, 2016