

**SAU #21 Operations Committee Meeting**  
**Wednesday, September 25, 2013**  
**SAU#21 Central Office**  
**Conference Room**  
**6:00 p.m.**

*Approved by the Committee – January 7, 2014*

**Members Present:**

Wayne Skoglund (Winnacunnet), James Stevens (Hampton Falls), Nancy Considine (South Hampton), and Michael Chase (Seabrook)  
Tamara Le (North Hampton) arrived at 6:55 p.m.

**Administration Present:**

Dr. Robert Sullivan, Superintendent  
Bill Hickey, Business Administrator

**Call to Order**

Chairman Wayne Skoglund called the meeting to order at 6:17 p.m.

**Minutes**

James Stevens moved to approve the minutes of May 8, 2013. Nancy Considine seconded.  
Motion passed: 3-0-1 (M. Chase abstained).

**Policy**

F-3 Use of Credit Cards was discussed.

F-4 Capital Assets was discussed.

Michael Chase moved to recommend both policies to the Joint Board. James Stevens seconded.  
Motion passed: 4-0

**2014-2015 Calendar**

Robert Sullivan reported that the School Calendar Review Sub-Committee was meeting on October 1, 2013 to review calendar options for 2014-2015.

**2014-2015 Budget Proposal**

The proposed budget was reviewed and discussed.

Bill Hickey provided information relative to the SAU unreserved fund balance based on the 2012-2013 audit. The Unreserved Fund Balance was \$216,000 as of June 30, 2013. Less the

\$100,000 that has been reserved for the 2013-2014 SAU budget the remaining available balance for the 2014-2015 budget is \$116,000.

Robert Sullivan presented a 1.5% increase in salary for all positions at SAU21.

Discussion regarding the wage increase.

Discussion regarding capital funds not being in the budget.

Additional discussions and questions included custodian, health benefits, GMR, Workman's Comp credit, unemployment insurance and the 403B.

Discussion on maintaining a fund balance and what amount should be available.

The history of staff reductions made in the SAU over the past several years was also reviewed.

James Stevens moved to recommend the proposed SAU budget amount of \$1,377,606 to the Joint Board. Tamara Le seconded. Motion passed: 4-1-0 (Wayne Skoglund – no).

### **Future Meeting**

The Joint Board Meeting is scheduled for Tuesday, October 22, 2013 at 7:00 p.m.

### **Adjourn**

Michael Chase made a motion to adjourn meeting at 8:02 p.m. James Stevens seconded. Motion passed 5-0

*Respectfully Submitted,*

*Robert M. Sullivan, Ed.D  
Superintendent of Schools*