

SCHOOL ADMINISTRATIVE UNIT #19
Goffstown * New Boston
SAU#19 Central Office – 11 School Street - Goffstown, NH 03045
April 15, 2026 – 6:00pm

To: SAU19 Board Members - SAU19 Administrators
From: Brian Balke – Superintendent of Schools
Subject: SAU 19 Board Meeting
Date: April 9, 2026

- I. Call to Order – Superintendent Balke will call the meeting to order**
- II. Pledge of Allegiance**
- III. Election of Officers – Chair, Vice Chair, Secretary, Treasurer**
- IV. Public Comment(s)**
- V. Correspondence**
- VI. Approval of the Draft December 17, 2025 SAU19 Board Meeting Minutes**
- VII. Financials**
 - A. Manifest and Vouchers – Dec. 2025, January 2026, February 2026, March 2026**
Reviewed by SAU School Board Treasurer on a bi-weekly basis during the 2025-2026 school year.
 - B. SAU Expenditure Report 2025-2026 and Revenue Status Report**
Business Administrator will address.
 - C. SAU19 Building – Capital Improvement Project Proposal – SAU Building Renovations Discussion and Decisions.**
For Board consideration.
 - D. Federal Grant Summary**
For Board information
 - E. Board Ratification of Policy BFD – SAU19 Board Authorizations**
See attached Policy – List of Authorizations for the Board’s consideration.
 - F. Deputy Treasurer Appointment**
A Board motion is requested.
 - G. SAU Audit Overview**
Heather Kelley Reporting
 - H. FY28 Budget Approval Date Discussion**
- VIII. Superintendent Report**
 - A. Annual Review of Administrative Regulations (Policy BFCA attached)**
Dependent Care Assistance Plan Account
 - B. June Joint AREA Committee Meeting Date Discussion**
Is there a need for a June meeting?
- IX. Staffing**
 - A. Approvals**
 - Professional Staff Proposed Salary Increases
 - Professional Staff Hire
 - Support Staff Proposed Salary Increases
 - B. Other**
 - Benefit Addendum Modifications
- X. Any Other Business That May Legally Come Before the Board**

XI. Non-Public Session RSA 91-A:3II(a)*The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.*

XII. Adjournment

These Minutes are Subject to Board Approval

**SAU19 PUBLIC BUDGET HEARING AND BOARD MEETING MINUTES
GOFFSTOWN * NEW BOSTON SCHOOL DISTRICTS**

December 17, 2025– 6:00PM

SAU 19 Central Office - 11 School Street – Goffstown, NH 03045

New Boston School Board Members Present: Julie Kirklin, Kate Merva (arrived at 6:55pm), Kelly Socia, Nicole Treat, Bill Schmidt

Goffstown School Board Members Present: Heather Trzepacz, Shane Rozamus, Jack Carbonneau, Jared Talbot, Caroline Racine, Reta Chaffee, Ginny McKinnon, Vanessa Hayes (Laura Fleming, excused absence)

SAU19 Administrators: Brian Balke, Superintendent, Doug Totten, Business Administrator

Public Posting – SAU19 Public Budget Hearing

PUBLIC NOTICE		
School Administrative Unit #19		
Goffstown * New Boston		
Public Budget Hearing		
2026-2027 SAU #19 Budget		
<i>DATE CHANGE: Wednesday, December 17, 2025 – 6:00 PM</i>		
<i>SAU#19 Central Office – 11 School Street, Goffstown, NH 03045</i>		
	2025-2026	2026-2027
<u>ACCOUNTS</u>	<u>Adopted</u>	<u>Proposed</u>
<u>Expenditures:</u>		

SAU Operations	\$ 2,978,339	\$ 3,129,600
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Federal and State Grants	\$ <u>50,000</u>	\$ <u>50,000</u>
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Total	\$ 3,028,339	\$ 3,179,600
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<i>Less Revenues:</i>		
Federal and State Grants	\$ 50,000	\$ 50,000
Unassigned Fund Balance	\$ 50,000	\$ 50,000
Other Local Revenue (Indirect Costs)	\$ <u>30,000</u>	\$ <u>30,000</u>
Total	\$ 130,000	\$ 130,000

NET DISTRICT ASSESSMENT	\$ <u>2,898,339</u>	\$ <u>3,049,600</u>
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2025-2026		2026-2027	
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	<u>Total %</u>	<u>Total \$</u>	<u>Total %</u>	<u>Total \$</u>
GOFFSTOWN	78.26%	\$2,268,249	78.32%	\$2,388,447
NEW BOSTON	21.74%	\$ <u>630,090</u>	21.68%	\$ <u>661,153</u>
	100.00%	\$2,898,339	100.00%	\$3,049,600

Posted: 11/18/2025; change of date – Posted 12/01/2025; Published Union Leader and NB Beacon

SAU19 PUBLIC BUDGET HEARING

Jared Talbot called the Public Budget Hearing to order at 6:00pm followed by the Pledge of Allegiance.

Public Comment(s): None

Finalization of 2026/2027 Budget: FY27 Proposed Budget Overview; SAU19 Fund Balance; SAU19 Potential Projects to the SAU Building, Preliminary Estimate to Apportionment of Assessment; Expenditure and Expense Reports, Line by Line Budget Review, Adoption.

SAU19 FY2027 Proposed Budget Overview (Fund 10)

Approved FY 2026 General Fund (10) Budget	\$	2,978,339	
Proposed FY 2027 Fund 10 Base Budget	\$	3,141,084	
Difference between FY27 Base and FY26	\$	162,745	5.46% increase
<i>Please note there is not a "Default" budget for the SAU</i>			
FY 2027 SAU Fund 10 "Base" Budget	\$	3,141,084	
FY 2027 SAU Fund 10 Proposed "New Spending"	\$	(11,484)	
Total Proposed FY 2027 General Fund (10) Budget	\$	3,129,600	
Difference in FY 27 Proposed and FY 27 Base	\$	(11,484)	-0.39% increase
Difference in Proposed FY27 and Approved FY26	\$	151,261	5.08% increase

Noteworthy FY 27 SAU 17 Proposed Budget Changes	Budget Line	Dollar Amount of Increase/(Decrease)
Increase to health insurance premium increase and change of staff	211 lines	78,131
Decrease to health insurance buyout	118 lines	(5,000)
Decrease to HSA contributions by district	216 lines	(12,500)
Increase to dental insurance premium increase and change of staff	212 lines	2,596
Increase to retirement stipend	10-000-2321-00-126	13,250
Increase to salary line increases to be reviewed in non-public session	100 lines	
Decrease to building operations maintenance	10-000-2600-00-431	(1,000)
Increase to communications and dark fiber	10-000-2321-00-531	5,500
Decrease to information access for office of superintendent	10-000-2321-00-643	(11,580)
Decrease to information access for operations of plant	10-000-2600-00-643	(5,900)
Decrease to oil	10-000-2600-00-624	(1,500)
Increase to professional services	10-000-2321-00-339	2,160

Total Proposed FY 2027 General Fund (10) Budget	\$	3,129,600
Total Proposed FY 2027 Grants Budget (Offset by Revenue)	\$	50,000
Total FY 27 SAU Appropriation	\$	3,179,600

SAU 19 Fund Balance
(Based on FY25 Audited Financials)

SAU 19 Fund Balance (Based on FY25 Audited Financials)
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FY 25 Total Fund Balance	\$	485,264.00
Nonspendable (encumbrances and prepays)	\$	(4,364.00)
Committed (used to reduce assessments)	\$	(50,000.00)
Assigned (obligations, i.e. unused time off)	\$	(101,109.00)

Unassigned Fund Balance FY25	\$	329,791.00
Current Year (FY26) Budget	\$	2,978,339.00
Unassigned Fund Balance as a % of Current Year Budget		11.07%

SAU Policy DO - Unassigned Fund Balance Target 8 - 12 %		
Last Year Fund Balance	\$	343,626.00
Last Year Percent of Budget		12.20%

A review and discussion of the Fund Balance will be held in April.

Potential Projects at the SAU Building	
Front Entrance Stairway (removal and replace with pre-fab granite)	\$46,000.00
Exterior Soffit Repair (white vinyl soffit)	\$26,000.00
Replace Back Door (by handicap ramp)	\$6,000.00
Storage Room Dropped Ceiling & Light Replacement to LED	\$2,400.00
Rewire Light Switch (upstairs offices)	\$2,500.00
Power Wash the Building	\$1,200.00
Interior Painting	\$26,000.00
Total	\$110,100.00

Additional projects for discussion at the April SAU19 Board meeting: Soffits, Cameras, LED lighting, mini-splits, blue lights.

Expenditure Report: Budget: \$2,978,339.00; **Period Expenditures:** \$218,270.81; **Encumbrances Outstanding:** \$1,606,236.71; **Year-to-Date Expenses:** \$828,264.61; **Available Balance:** \$543,837.66. **Year-to-Date Budget:** \$81.74.

Revenue Report: Year-to-Date Received: \$916,366.97 **Available Balance:** \$(916,366.97)
Budget Transfers: None

15-Oct-25

	2024-2025 ADM-A	% Based on ADM	Equal Val for 2024	% Based on Equal Val
GOFFSTOWN	2,660.36	86.06%	3,214,362,283	70.58%
NEW BOSTON	430.97	13.95%	1,339,653,896	29.42%
TOTAL	3,091.33	100.00%	4,554,016,179	100.00%

Formula for sharing SAU expenses is governed by RSA 194-C:9 Budget (one-half based on ADM-A: one-half based on Equalized Valuation).

	One-Half of <u>ADM-A</u>	One-Half of <u>Equal Val</u>	Total <u>% Share</u>
GOFFSTOWN	43.03%	35.29%	78.32%
NEW BOSTON	6.97%	14.71%	21.68%
TOTAL	50.00%	50.00%	100.00%

Distribution:

Notes

Total Operating Budget	
Fund 10 (through assessment)	\$ 3,129,600
Fund 22 - Grants	\$ 50,000
Total Operating Budget	\$ 3,179,600
Less Funding:	
Federal Funds	\$ 50,000
Estimate-Other Local Revenues	\$ 30,000
Estimate- Fund Balance	\$ 50,000
Total Funding	\$ 130,000
Amount to be raised by Districts for 2026-2027	\$ 3,049,600

	FY 26		FY 27	
	Total % Share	Total \$ Share	Total % Share	Total \$ Share
GOFFSTOWN	78.26%	\$ 2,268,104	78.32%	\$ 2,388,566
NEW BOSTON	21.74%	\$ 630,235	21.68%	\$ 661,034
	100.00%	\$ 2,898,339	100.00%	\$ 3,049,600

Line by Line Review of Proposed Budget Information – Board member questions

Question: Office of Superintendent – Other Professional Services: FY27 New: \$2,160.00:

Response: Training Criminal History Checks, Meteorological Support (Hometown Forecasting); Digital Fingerprinting maintenance cost; Reuters (Clear) Public Records Database; Document destruction (shredding); Cyber Security Services.

Question: Fiscal Services – SAU Stipends: FY27 Base: \$3,100.00

Response: Part of the Business Administrator's Contract. Business Administrator Travel/Expense Stipend. Scott Gross' vacation payout.

Adoption of the SAU19 2026-2027 Proposed Budget: *Caroline Racine* motioned to adopt the SAU19 2026-2027 Proposed Budget as presented, seconded by *Jack Carbonneau*. Vote: 12-0-0 – All in Favor – Motion Passed.

Caroline Racine motioned to adjourn the SAU19 Budget Hearing at 6:32pm, seconded by Shane Rozamus. Vote: 12-0-0 – All in Favor – Motion Passed.

SAU 19 Board Meeting

Jared Talbot called the SAU19 Board meeting to order at 6:33pm

Approval of October 16, 2025 Meeting Minutes: *Heather Trzepacz motioned the approval of the October 16, 2025 meeting minutes as presented, seconded by Shane Rozamus. Vote: 10-0-2- Motion Passed. (Ginny McKinnon and Bill Schmidt abstained).*

Manifest and Vouchers – October and November

SAU #19 Board Meeting
 Manifest Summary Review
 Vendor Payments and Invoices > \$1,000
 October 2025

	Amount
Total Manifest Value	\$ 254,567.12

Major Items:

Payroll / Taxes / Benefits

Payroll	10/9 & 10/23	\$	95,813	
Payroll Taxes		\$	37,486	
TSA Consulting		\$	10,196	403B Contributions
HealthTrust		\$	32,738	Payroll Deductions (Flex Spending & Dependent Care)
NHRS		\$	25,171	Retirement contributions
Lincoln National		\$	801	Life/LTD
Sub Total		\$	202,204.12	

A/P Activity

SPED and GRANTS:

Goffstown School District	\$	35,959	Grant disbursements and food service
New Boston School District	\$	3,397	Grant disbursements and food service
SPED Sub Total	\$	39,356.10	

General Expenses

Thomson Reuters	\$	7,022	Clear Database
Center for Internet Security	\$	1,995	Cyber Threat Related
Gen Sub Total	\$	9,016.99	

(Does not represent all payments)	Total	\$	250,577
Only A/P over \$1,000 included			

Caroline Racine motioned the approval of the October manifest, seconded by Shane Rozamus. Vote: 12-0-0 - All in Favor - Motion Passed.

SAU #19 Board Meeting
Manifest Summary Review
Vendor Payments and Invoices > \$1,000
November 2025

	Amount
Total Manifest Value	\$ 183,371.02

Major Items:

Payroll / Taxes / Benefits

Payroll	11/6 & 11/20	\$	96,623	
Payroll Taxes		\$	37,169	
TSA Consulting		\$	11,866	403B Contributions
HealthTrust		\$	6,027	Payroll Deductions (Flex Spending & Dependent Care)
NHRS		\$	25,129	Retirement contributions
Lincoln National		\$	814	Life/LTD
Sub Total		\$	177,627.08	

A/P Activity

SPED and GRANTS:

None over \$1,000

General Expenses

Crisis Prevention Institute	\$	1,665	Training Supplies
Gen Sub Total	\$	1,664.50	

(Does not represent all payments)	Total	\$	179,292
Only A/P over \$1,000 included			

Caroline Racine motioned the approval of the November manifest, seconded by Shane Rozamus. Vote: 12-0-0 – All in Favor – Motion Passed.

Superintendent's Report:

- My reflections will be ready in January.
- We are moving forward with the Clear Database Process
- We are working on several safety projects at the SAU: Cameras, burglar alarms, fire suppression system, etc.
- We received a Technical Advisory for NH Ed Department regarding audio and video recordings. More to come on how this will affect sports, school events, student pictures, etc. We have had conversations with the Athletic Director (AD) regarding games and what that looks like with this new information.
- We will be placing "Open Enrollment" as a warrant article for discussion on both January meeting District agendas. We should strongly consider inserting a cap on the number of students who can come in or out of the districts.

Joint AREA Subcommittee update - Tuition Memorandum of Understanding (MOU) between both districts. The Joint AREA Committee reviewed and discussed an MOU document that was vetted by the SAU District Attorney. The MOU is like the Hooksett MOU with language deletion regarding high school students.

Policy BFD - Authorization to Conduct SAU Business Until the Next Board Meeting: *Shane Rozamus motioned to authorize the SAU Business Office to conduct business until the next Board meeting, seconded by Ginny McKinnon. Vote: 12-0-0 – All in Favor – Motion Passed.*

Staffing: None

Any Other Business that may Legally come before the Meeting: None

Non-public Session RSA 91-A:3II (if needed): None

Julie Kirklin motioned to adjourn at 7:15pm, seconded by Kelly Socia. Vote: 13-0-0 – All in Favor – Motion Passed.

Respectfully submitted by,

Denise F. Morin
Recording Clerk

SAU #19 Board Meeting
Manifest Summary Review
Vendor Payments and Invoices > \$1,000
December 2025

	Amount
Total Manifest Value	\$ 326,102.52

Major Items:

Payroll / Taxes / Benefits

Payroll	12/4, 12/18, & 12/31	\$ 140,910	
Payroll Taxes		\$ 53,475	
TSA Consulting		\$ 18,772	403B Contributions
HealthTrust		\$ 69,941	Health, Dental, FSA
NHRS		\$ 25,708	Retirement contributions
Lincoln National		\$ 804	Life/LTD
Sub Total		\$ 309,610.80	

A/P Activity

SPED and GRANTS:

Goffstown School District	\$ -	Grant disbursements
New Boston School District	\$ -	Grant disbursements
SPED Sub Total	\$ -	

General Expenses

Gov Connection, Inc	\$ 7,702	Replacement laptop cycle
PEAC Solutions	\$ 1,951	Copier Lease
Dead River Company	\$ 1,873	Oil
Consolidated Communications	\$ 1,835	Phone, Internet, Dark Fiber
BMO Harris Bank	\$ 1,225	Books, Supplies, Other
Gen Sub Total	\$ 14,586.25	

(Does not represent all payments)	Total	\$ 324,197
Only A/P over \$1,000 included		

SAU #19 Board Meeting
Manifest Summary Review
Vendor Payments and Invoices > \$1,000
February 2026

Total Manifest Value	\$	Amount	212,649.87
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Major Items:

Payroll / Taxes / Benefits

Payroll	2/12 & 2/26	\$	95,467	
Payroll Taxes		\$	36,985	
TSA Consulting		\$	11,031	403B Contributions
HealthTrust		\$	35,850	Medical, Dental, FSA
NHRS		\$	25,771	Retirement contributions
Lincoln National		\$	804	Life/LTD
Sub Total		\$	205,908.48	

A/P Activity

SPED and GRANTS:

Goffstown School District	\$	1,270	Grant Disbursements, Rebates
New Boston School District			Grant Disbursements, Rebates
SPED Sub Total	\$	1,270.42	

General Expenses

Budget Document Tech.	\$	1,393	Copier Service Contract and Managed Print
Dead River Company	\$	1,346	Oil
Gen Sub Total	\$	2,739.63	

(Does not represent all payments)	Total	\$	209,919
Only A/P over \$1,000 included			

SAU #19 Board Meeting
Manifest Summary Review
Vendor Payments and Invoices > \$1,000
January 2026

Total Manifest Value	\$	Amount	237,705.18
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Major Items:

Payroll / Taxes / Benefits

Payroll	1/15 & 1/29	\$	95,436	
Payroll Taxes		\$	36,949	
TSA Consulting		\$	11,088	403B Contributions
HealthTrust		\$	37,610	Medical, Dental, FSA
NHRS		\$	38,583	Retirement contributions
Lincoln National		\$	804	Life/LTD
Sub Total		\$	220,469.85	

A/P Activity

SPED and GRANTS:

Goffstown School District	\$	-	Grant disbursements
New Boston School District	\$	-	Grant disbursements
SPED Sub Total	\$	-	

General Expenses

Primex	\$	8,313	Property and Liability Insurance- Annual
Plodzik & Sanderson	\$	2,180	Auditing Services
Wharf Industries	\$	1,177	Checks
Gov Connection, Inc	\$	1,080	IT (Docking Stations)
Gen Sub Total	\$	12,750.44	

(Does not represent all payments)	Total	\$	233,220
Only A/P over \$1,000 included			

SAU #19 Board Meeting
Manifest Summary Review
Vendor Payments and Invoices > \$1,000
March 2026

Total Manifest Value	\$	Amount	215,718.74
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Major Items:

Payroll / Taxes / Benefits

Payroll	3/12 & 3/26	\$	95,244	
Payroll Taxes		\$	36,962	
TSA Consulting		\$	11,870	403B Contributions
HealthTrust		\$	35,850	Medical, Dental, FSA
NHRS		\$	25,727	Retirement contributions
Lincoln National		\$	804	Life/LTD
Sub Total		\$	206,457.47	

A/P Activity

SPED and GRANTS:

Goffstown School District		Grant disbursements and rebates
New Boston School District		Grant disbursements and rebates
SPED Sub Total	\$	-

General Expenses

Peac Solutions	\$	1,951	Copier Lease (Quarterly)
Consolidated Communication	\$	1,829	Internet, Voice, Dark Fiber
Dead River Company	\$	1,275	Oil
Eversource	\$	1,068	Electricity
Gen Sub Total	\$	6,122.96	

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REC'D JUL 19 1993

LEASE AGREEMENT

1. PARTIES:

AGREEMENT made this 16th day of August, 1993 by and between the TOWN OF GOFFSTOWN, a municipal corporation in the County of Hillsborough, State of New Hampshire, hereinafter called the "Lessor", and GOFFSTOWN SCHOOL DISTRICT, a corporation duly organized under the laws of the State of New Hampshire, hereinafter called the "Lessee".

2. PREMISES:

The Lessor, in consideration of the Lessee conveying the land and buildings known as Upper Elementary School and SAU #19 Administration Building to the Lessor, does hereby demise, lease and let to the Lessee, for a period of one hundred (100) years, or until such time as the Administration Building (hereinafter sometimes referred to as the "Building") is abandoned by the Lessee, whichever shall first occur, and the Lessee does hereby hire from the Lessor the Leased Premises located in the Town of Goffstown, as described in Exhibit A attached hereto and made a part hereof. Exhibit A also depicts the Lessee's twenty two (22) parking spaces, twenty (20) spaces designated and two (2) spaces for the disabled.

3. TERM AND RENTAL:

This Lease shall commence on August 16, 1993 and shall be for a period of one hundred (100) years, or upon the Lessee abandoning the Leased Premises, whichever occurs first. "Abandoned" is defined as "to desert, forsake, relinquish, release all controls, cease to occupy or use" the Leased Premises for administrative purposes relating to the Lessee or any School Administrative Unit ("SAU") of which it is now or may hereafter be a part thereof.

4. OPTION TO RENEW:

There will be no options to renew.

5. RENTAL PAYMENTS:

There will be no rental payments.

6. USE OF PREMISES:

The Lessee agrees that the Leased Premises shall not be used or occupied for any other purposes except those defined in Paragraph 3 above.

7. ASSIGNMENT AND SUBLETTING:

The Lessee agrees that it will not assign, pledge or otherwise encumber this Lease, or sublease the Leased Premises or any part thereof, except that the parties agree that any other school district which hereafter may become a member of an SAU (or equivalent body) with the Lessee shall not be deemed an assignee or sublessee for purposes of this Lease.

8. FIRE INSURANCE:

The Lessee shall be responsible for maintaining the fire and extended insurance on the Leased Premises in an amount equal to the fair market value of the Building thereon. The Lessor will be identified as an "Additional Insured" or "Loss Payee" on the policy.

9. HEAT AND UTILITIES:

(a) The Lessee shall be responsible for the cost of providing all heat to the Leased Premises, as well as the cost of repair and maintenance of the heating system.

(b) The Lessee shall be responsible for the cost of all water and sewer services to the Leased Premises.

(c) The Lessee shall be responsible for the payment of electricity charges for the Leased Premises and all other charges that may arise out of the use of any other utilities serving the Leased Premises.

10. IMPROVEMENTS, MAINTENANCE AND ALTERATIONS:

(a) The Lessee shall be responsible for structural maintenance of the Building.

(b) The Lessee shall be responsible for all maintenance and repairs of the exterior and interior of the Building, including all glass.

(c) The Lessee shall be responsible for day-to-day plumbing maintenance, including replacement of toilets or water outlet facilities which may be necessary as a result of breakage.

(d) The Lessor shall delineate 22 parking spaces on the Leased Premises, and the Lessee shall be responsible for maintenance and repair of that portion of the parking area which has been designated for Lessee's use. Notwithstanding the foregoing, if the Lessor or any of its employees, agents, representatives or invitees causes damage to Lessee's designated

parking area, other than usual wear and tear, then Lessor shall be responsible for any repairs of such damage.

(e) The Lessee shall have the right to perform any alterations to the Leased Premises that it so desires.

(f) (i) The Lessor shall plow the Leased Premises at the current level and frequency and shall be allowed the use of the Lessee's designated parking area when Lessee is not using same, such as after hours, when there are no meetings and weekends.

(ii) The Lessor shall be responsible for trash removal.

(iii) The Lessor shall be responsible for lawn maintenance at the current level and frequency.

(g) The Lessee shall be responsible for reimbursing the Lessor for a pro-rata share of the fees, if any, charged to the Lessor for removal of solid waste or trash from the Leased Premises. Said pro-rata share shall be based on a fair estimate of the proportion of such waste and trash attributable to the Leased Premises.

(h) The Lessee shall not expand the Building without the written consent of the Lessor.

(i) The Lessee warrants to the Lessor that it will comply with applicable covenants or restrictions of record and applicable laws, building codes, regulations, and ordinances in effect, including environmental laws. The Lessee shall, during the term of the Lease, comply with all statutes, ordinances, rules, orders, regulations or requirements of the federal, state and town governments and of any and all of their departments and bureaus for the correction, prevention, and abatement of nuisances or other grievances, in or upon the Leased Premises, which must be complied with by reason of the nature of the use of the Leased Premises by the Lessee, and shall also comply with and execute all rules, orders and regulations of state and local fire officials for the prevention of fires, which must be complied with by reason of the nature of the use of the Leased Premises by Lessee. In the event that the Lessee determines that the cost of compliance with any of the foregoing laws, regulations, or the like will exceed the amount of funds available to Lessee, then Lessee may terminate the Lease with six months written notice to Lessor; provided that Lessee may give Lessor less notice of termination if the particular issue of non-compliance involves a potential health or safety hazard to the occupants of the Building.

(j) The Lessee agrees to comply with the Americans With Disabilities Act and any amendments thereto which are applicable to the Leased Premises.

11. PUBLIC LIABILITY INSURANCE:

The Lessee agrees that at all times during the term of this Lease at its own cost and expense, Lessee shall procure, maintain and pay for general liability insurance for loss or liability in connection with personal injury or death from any accident in or about the Leased Premises in an amount which is equal to the coverage maintained by the Goffstown School System. Such insurance shall include the Lessor's interest and the name of the Lessor as an insured. The Lessee agrees to deliver to the Lessor certificates of such insurance coverage at all times during which this Lease is in effect.

12. FIRE DAMAGE:

In the event the Leased Premises are destroyed or damaged by fire the Lessee shall have the option of:

(a) restoring the Leased Premises as speedily as circumstances reasonably permit; or

(b) electing not to repair the Leased Premises and notifying the Lessor in writing within thirty (30) days of such damage that

the Lessee intends to abandon the use of the Building/or the remaining portion of the Leased Premises.

13. COVENANT TO QUIET ENJOYMENT:

The Lessee shall quietly enjoy the Leased Premises.

14. SUBORDINATION:

The Lessee agrees that this Lease shall be subordinate to any mortgages which may now or hereafter be placed upon the Leased Premises by the Lessor, its successors and assigns, any and all advances to made thereunder, and to the interest thereon, and all renewals, replacements and extensions thereof, provided the mortgagees named in said mortgages shall agree to recognize this Lease in the event of foreclosure or other transfer of an interest in the property of which the Leased Premises is a part, if the Lessee has not abandoned the Leased Premises.

15. WAIVER OF SUBROGATION:

(a) The Lessee hereby releases the Lessor from any and all liability for any loss or damage caused by fire or any other of the extended coverage casualties, even if such fire or other casualty shall be brought about by the fault or negligence of the Lessor or its agents, employees, or representatives.

(b) The Lessor hereby releases the Lessee from any and all liability for any loss or damage to the Leased Premises caused by fire or any of the extended coverage casualties, even if such fire or other casualty shall be brought about by the fault or negligence of the Lessee, its agents, employees, representatives, or other persons claiming under it.

16. TERMINATION:

The Lessee, at the expiration of the term of this Lease, will surrender peaceably the Leased Premises to the Lessor.

17. DEFAULT:

In the event Lessor or Lessee defaults in the performance of any term or condition in the Lease and such default remains unremedied for sixty (60) days after written notice thereof has been given to the defaulting party by the non-defaulting party, provided however, that said period shall be extended during such time as the defaulting party is making bona fide, diligent and reasonably continuous efforts to cure such default; then in the event of a default by Lessee, the Lessor may, without demand or notice to the Lessee to quit, terminate the Lease and Lessor may enter upon the Leased Premises and take possession thereof, whereupon this Lease shall absolutely terminate and there shall be no defense; or, in the event of a default by Lessor, Lessee may terminate this Lease upon sixty (60) days notice to Lessor, whereupon the Lessor may enter upon said Leased Premises and take possession thereof, whereupon this Lease shall absolutely terminate and there shall be no defense.

The rights and remedies given to Lessor and Lessee in this Lease are distinct, separate, and cumulative remedies, and no one of them, whether or not exercised by Lessor or Lessee shall be deemed to be an exclusion of any of the others herein, or by law or equity provided.

In the event that Lessee abandons the Leased Premises within the meaning of Paragraph 3, then this Lease shall terminate and, without demand or notice to the Lessee to quit, the Lessor may enter upon said Leased Premises and take possession thereof, whereupon this Lease shall absolutely terminate and there shall be no defense.

18. SUCCESSION:

This Lease shall be binding upon the parties and upon their respective successors and assigns.

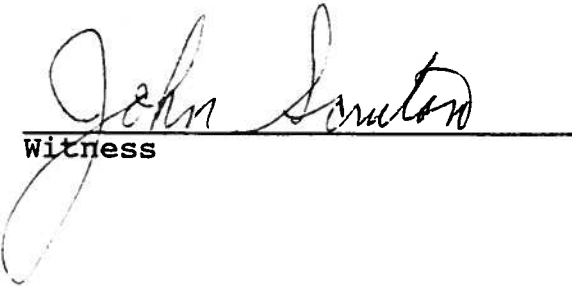
19. NOTICES:

All notices to be given by either party to the other must be mailed by certified mail, return receipt requested, addressed to the Lessor, Town of Goffstown, c/o Board of Selectman, 16 Main Street, Goffstown, NH 03045, and to the Lessee, Goffstown School District, 11 School Street, Goffstown, NH 03045. Notice will be considered to have been given upon the date of mailing.

20. NOTICE OF ABANDONMENT:

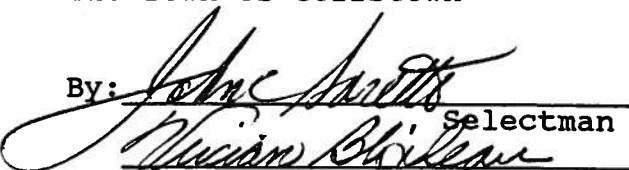
In the event that the Goffstown School District or the SAU of which it is a part should decide to abandon the Administration Building as described in this Lease, then Lessee shall notify the Lessor in writing a minimum of six months prior to the date of actual intended abandonment of said Building. In the event the Lessee fails to provide Lessor with six months notice, Lessee shall be responsible for any costs of maintaining and securing the Building incurred by the Lessor during the remainder of any time period up to six months from the date of notice of abandonment to Lessor, unless Lessor or its agents, employees, successors, assigns, or another lessee occupies and uses the Building during said remainder period for any purpose whatsoever.

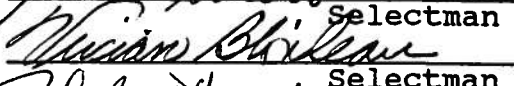
IN WITNESS WHEREOF, the parties have signed this Agreement on the day and year first above written.

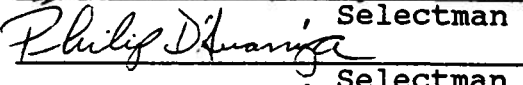

Witness

The Town of Goffstown

By:

 Selectman

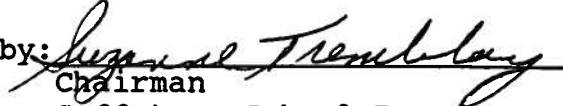
 Selectman

 Selectman


Witness

Goffstown School District

by:

 Chairman

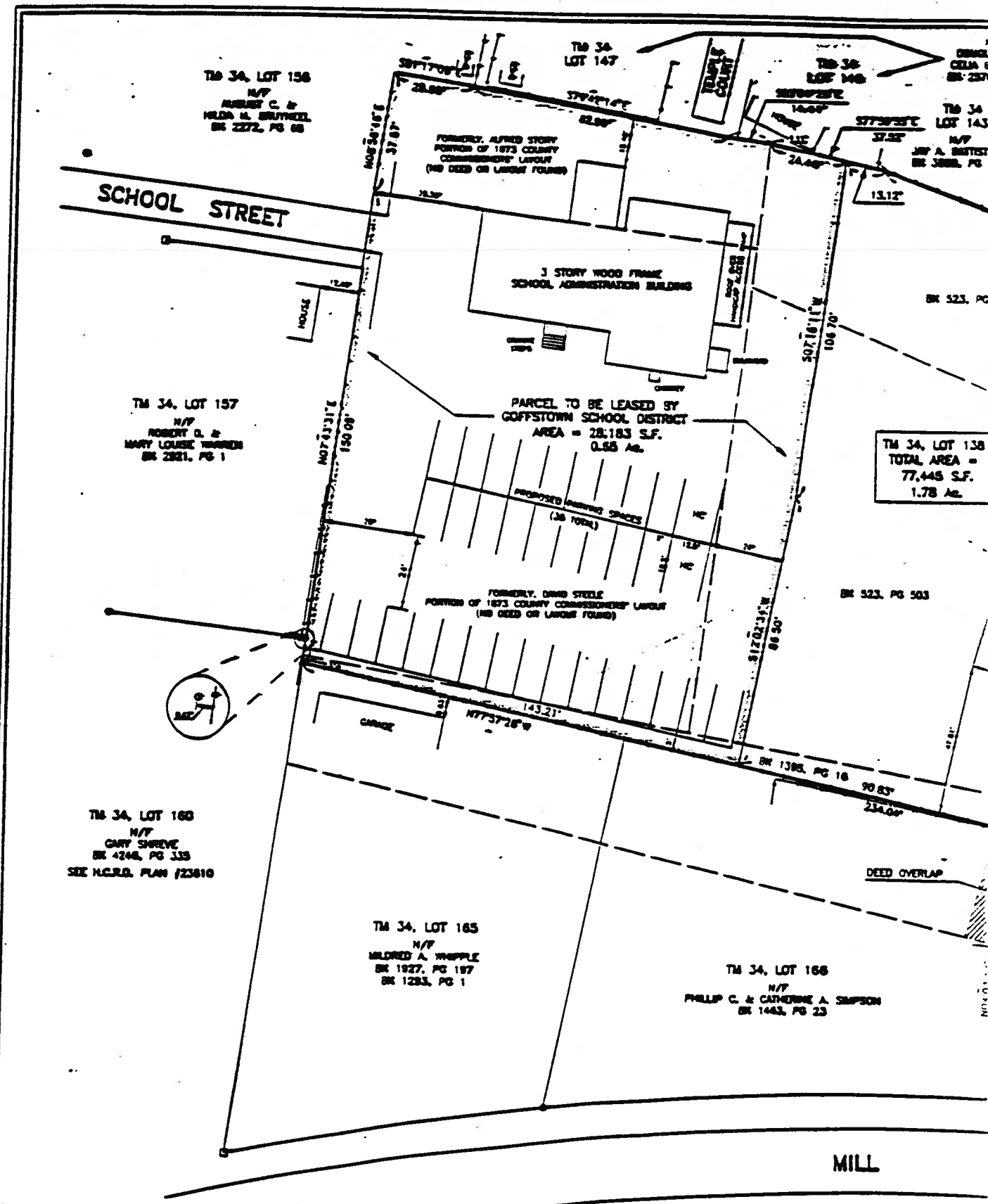
Goffstown School Board

A certain tract or parcel of land situated in the Town of Goffstown, County of Hillsborough, State of New Hampshire, being more particularly bounded and described as follows:

Beginning at a point on the easterly side of land now or formerly of Bruyneel and known as TM 34, Lot 156, being the most northwesterly corner of the herein-described premises, as shown on Plan of Land entitled, "Boundary/Consolidation Plan, Goffstown School District, Tax Map 34, Lot 138, Goffstown, N.H.," prepared for the Goffstown School District by Costello Lomasney and DeNapoli, Inc., Consulting Engineers, dated February 1992, and recorded in the Hillsborough County Registry of Deeds as Plan No. 26046, and thence:

1. South $81^{\circ} 17' 09''$ East, a distance of 25.99 feet to a point; thence
2. South $79^{\circ} 42' 14''$ East, a distance of 82.99 feet to a point; thence
3. South $83^{\circ} 04' 29''$ East, a distance of 14.41 feet to a point; thence
4. South $77^{\circ} 59' 55''$ East, a distance of 37.52 feet to a point; thence turning
5. South $07^{\circ} 16' 11''$ West, a distance of 106.70 feet to a point; thence
6. South $12^{\circ} 02' 34''$ West, a distance of 86.50 feet to a point; thence turning
7. North $77^{\circ} 57' 26''$ West, a distance of 143.21 feet to a point; thence turning
8. North $07^{\circ} 43' 31''$ East, a distance of 150.09 feet to a point; thence
9. North $08^{\circ} 58' 46''$ East, a distance of 37.87 feet to the point of beginning.

Consisting of 0.65 acres, more or less, as shown as said Plan.



TM 34, LOT 156
N/P
ARLENE C. &
MILDA M. BRUTWELL
BK 2272, PG 68

TM 34
LOT 147

TM 34
LOT 148

TM 34
LOT 143
N/P
JAY A. BRISTOL
BK 3888, PG

SCHOOL STREET

3 STORY WOOD FRAME
SCHOOL ADMINISTRATION BUILDING

TM 34, LOT 157
N/P
ROBERT D. &
MARY LOUISE THURMON
BK 2321, PG 1

PARCEL TO BE LEASED BY
GOFFSTOWN SCHOOL DISTRICT
AREA = 28,183 S.F.
0.65 Ac.

TM 34, LOT 138
TOTAL AREA =
77,445 S.F.
1.78 Ac.

TM 34, LOT 160
N/P
GARY SHREVE
BK 4246, PG 333
SEE H.C.R.D. PLAN #23610

TM 34, LOT 165
N/P
MILDRED A. WHIPPLE
BK 1927, PG 197
BK 1293, PG 1

TM 34, LOT 166
N/P
PHILIP C. & CATHERINE A. SIMPSON
BK 1443, PG 23

MILL

1 11/2/00 OLD SCHOOL HOUSE LOT REVISION NO. 1 ONLY		DESIGNED: [Signature] CHECKED: [Signature] APPROVED: [Signature]		
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SAU 19 Federal Grants Summary

April 2026

	Goffstown		New Boston	
	2025-2026	2024-2025	2025-2026	2024-2025
	Actual	Actual	Actual	Actual
Title I*	\$ 334,448	\$ 338,343	\$ 61,128	\$ 68,401
Title IIA	\$ 102,323	\$ 86,135	\$ 31,760	\$ 27,284
Title IVA	\$ 36,444	\$ 39,016	\$ 10,000	\$ 10,000
IDEA	\$ 570,921	\$ 566,955	\$ 202,884	\$ 208,078
Preschool	\$ 15,390	\$ 15,371	\$ 5,566	\$ 5,593
Bartlett SAFE -Round 2		\$ 26,570		
Bartlett SAFE -Round 3		\$ 39,076		
Maple Ave SAFE -Round 3		\$ 99,782		
Glen Lake SAFE -Round 3		\$ 43,841		
MVMS SAFE - Round 3		\$ 99,704		
GHS SAFE - Round 3		\$ 99,728		
New Boston SAFE - Round 3				\$ 48,639
New Boston REAP			\$ 12,912	\$ 22,328
Totals	\$ 1,059,525	\$ 1,454,521	\$ 324,249	\$ 390,323

*Title I includes original allocation and carryover funds

Title I - Supplementing Instruction for Disadvantaged Students – The purpose of Title I, is to provide opportunities for children to acquire the knowledge and skills to meet the state proficiency standards. This is accomplished in two ways: (1) by providing children supplemental support through enriched and accelerated education programs; and (2) by providing instructional personnel in participating schools with opportunities for professional development.

Title II, Part A - Preparing, Training and Recruiting High Quality Teachers and Principals - The purpose of Title II, Part A is to increase the academic achievement of all students by helping schools and districts improve teacher and principal quality. Through the program, state and local educational agencies (SEAs and LEAs) receive funds on a formula basis.

Title IVA – Student Support and Academic Program -The purpose of Title IVA, is to provide all students with a well-rounded education, improve school conditions for student learning, and improve the use of technology in order to advance academic achievement and digital learning for all students.

IDEA and Preschool Entitlement Grants - The funds provide a variety of special education resources. The largest amount is allocated for salary and benefits of special education staff in each district. Grant funds also provide additional resources to allow for needed supplies, equipment, tests, professional development, and consultation services that were not anticipated during the budget process.

SAFE Grant – Round 2 - The Security Action for Education (SAFE) Grant was established in 2022, and includes funding from the Public School Infrastructure Fund, as well as an additional \$10 million in funding from the Covid- 19 American Rescue Plan Act allocated to the Department of Education (NHED) by the Governor's Office for Emergency Relief and Recovery (GOFERR). This fund's primary purpose is to support school security and safety improvements in the areas of access control, emergency alerting, and surveillance for K-12 public and nonpublic schools throughout New Hampshire. **Bartlett Elementary School was awarded an additional \$26,570 of SAFE Grant Round 2 funding in 2024-2025.**

SAFE Grant – Round 3 - On Feb. 21, 2024, the Governor and Executive Council approved the third round of SAFE grants. Following a recommendation from the Public School Infrastructure Commission, a total of \$9,861,447 was allocated to improve access control, emergency alerting and surveillance at 167 schools.

REAP (Rural Education Achievement Program) - Under the Small, Rural School Achievement (SRSA), the U.S. Department of Education (Department) awards grants each year directly to eligible LEAs nationwide based on a statutory formula. SRSA program grantees must be small and rural, and LEAs must apply directly to the Department each year. An LEA may use its funds on a range of authorized activities and also has the ability to use some of its ESEA formula funds more flexibly under the Alternative Fund Use Authority (AFUA).

SCHOOL ADMINISTRATIVE UNIT #19

11 School Street
Goffstown, NH 03045-1908

Telephone (603) 497-4818 * FAX (603) 497-8425

Serving the Towns of Goffstown and New Boston

Memorandum

TO: Members of the SAU 19 Board
FROM: Heather Kelley, Assistant Business Administrator
DATE: April 15, 2026
SUBJECT: SAU 19 FY25 Audit Results

SAU 19 received our FY25 financial statements from independent auditors Plodzik & Sanderson, PA on December 22, 2025. Highlights from the financial statements include:

1. No material weaknesses or significant deficiencies.
 - a. This is the eighth year that SAU 19 has had a clean audit report.
2. Other Significant Matters, Findings or Issues noted in the Governance Letter:
 - a. Review of Policies – During the review, it was noted that certain policies have not been updated in the last three to five years. Plodzik recommended that policies be reviewed and either updated or reaffirmed every three to five years.
3. Page 1: SAU 19 received an adverse opinion on our governmental activities and unmodified opinions on the general fund, grants fund, and remaining fund information. The reason for the adverse opinion is because the SAU has not obtained an actuarial study for the local portion of Other Postemployment Benefit (OPEB). This adverse opinion does not impact any type of borrowing such as bonds, notes, and leases. Plodzik & Sanderson have agreed to inform the SAU if this ever becomes an issue.

Note: SAU 19 has not felt the need to obtain this actuarial study. Prices range from an estimated \$5,000 to \$15,000 and the study must be renewed every two years.

4. Page 12, Exhibit C-1: The SAU ended Fiscal Year 2025 with the following:

FUND BALANCES	
Nonspendable	3,622
Committed	50,000
Assigned	101,109
Unassigned	330,533
Total fund balances	485,264
Total liabilities and fund balances	\$ 572,419

- a. Non-spendable fund balance represents inventory and prepaids, those items that have been paid for but are unused at the end of the fiscal year.
- b. Committed fund balance represents the amount that has been voted to put towards FY26's budget as tax relief for the districts.

Equal Opportunity Employer * Equal Education Opportunities

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Serving the Towns of Goffstown and New Boston

- c. Assigned fund balance represents both encumbrances (contracts that are in place at the end of the fiscal year for services rendered in FY26) and the vacation payout contingency.
 - d. Unassigned fund balance is considered available for spending or assessment reduction in future fiscal years.
5. Page 16, Exhibit D:
FY25 revenue budget was \$2,773,646. Total actual revenues were \$2,805,628.
FY25 expenditure budget was \$2,823,646. Total actual expenditures were \$2,812,531.
The revenues collected were \$6,903 less than the final expenditures.

SAU#19 BOARD AUTHORIZATIONS

It has been past practice of the SAU#19 Board to grant authorizations to the Superintendent of Schools and their designees to conduct business on the Board's behalf.

The following authorizations are granted to the Superintendent of Schools and/or designees to conduct SAU#19 business between regularly scheduled Board meetings.

1. Authorization for the Superintendent and/or designees to act on commodity and capital project bid(s) that have been previously approved.
2. Authorization for the Superintendent and/or designees to sign any and all available grants.
3. Authorization for the Business Administrator working in conjunction with the SAU#19 Board Treasurer/Deputy Treasurer to pay bills and sign checks until the next SAU Board meeting.
4. Authorization for the Business Administrator to make budget transfers during the summer months in accordance with SAU Policy DJB and to notify the Board at the next SAU Board meeting.
5. Authorization for the Superintendent or designee to hire staff as needed between SAU Meetings.
6. Authorization for the Superintendent and/or designees to adjust SAU#19 summer working hours.
7. Authorization for the SAU Board Chair to sign off on Federal Grant Assurances.
8. Ratified by the SAU Board annually at the organizational meeting in April.

Proposed: 04/19/2023

Adopted: 04/19/2023

BOARD REVIEW OF ADMINISTRATIVE REGULATIONS

The Board shall annually receive a report of any changes in rules and regulations developed by the Superintendent of Schools for implementation of Board policies at the spring Board meeting.

Proposed: 11/03
Adopted: 11/20/03
Proposed: 04/12/18
Adopted: 06/07/18

**SAU 19 Board Meeting
Staffing**

Wednesday, April 15, 2026

Approval:

Professional Staff Proposed Salary Increases:

Dania JacksonOut of District Coordinator

Support Staff Proposed Salary Increases:

Susan AinsworthAdministrative Secretary

Janet CollinsSecretary of Finance and Transportation

Michele Croteau.....Staff Accountant II

Pamela ForcierPayroll Coordinator

Rebecca FragosHR Administrative Assistant

Sherri Gardner.....Staff Accountant I

Cynthia LucasCustodian

Tracey Ouellette.....HR Generalist

Beth QuinnAdministrative Secretary

Professional Staff Hire (7/1/2026):

Other:

Requested sick leave modifications