### SAU 41 GOVERNING BOARD

#### AGENDA

### Thursday, May 11, 2023

#### 6:00PM

#### CSDA \*- Note location change

Times are estimates only and subject to change without notice

- 6:00 Call to Order Superintendent Corey Board reorganization Meeting
- 6:20 Motion to enter non-public Under RSA 91-A: 3II (a) Compensation and/or (c) Reputation – SAU Administrative Compensation, SAU positions
- 7:30 Appointment of Process Observer, Appointments to SAU Committee's Agenda Adjustments Nominations/Resignations and Correspondence Approval of minutes

#### 7:35 Public Input

#### 8:05 Discussion

- Revenue and Expense report for FY 2023
- Discussion regarding the use of the long or short form for Superintendent's evaluation to be decided yearly
- To review the short/long form of the evaluation and determine if any sections should be revised/revisited

#### 8:25 Deliberations

- To see what action the Board will take regarding the Superintendent's recommendations for SAU employee's compensation for FY 2024
- To see what action the Board will take regarding the proposed meeting dates for the SAU Governing Board
- To see what action the Board will take regarding the approval of the SAU Budget by the voters at the three annual meetings (Yes - 722, No -489)
- To see what action the Board will take regarding which form of the superintendent's evaluation will be used during 2023-2024
- 8:45 Report out from the Process Observer
- 8:50 Motion to Adjourn

# SAU 41

## **Revenue and Expense Report**

## FY23

### 5/1/2023

	Ex	pense		
	Budget/Approved			
Expense Category	Expense*	YTD Expense	Encumbered	Balance
Superintendent	\$ 192,300	\$ 164,785	\$ 28,135	\$ (620)
Assistant Superintendent	\$ 150,350	\$ 126,944	\$ 24,797	\$ (1,391)
Student Services	\$ 264,450	\$ 147,304	\$ 81,531	\$ 35,615
Business Office	\$ 550,427	\$ 451,180	\$ 97,083	\$ 2,164
Facility/ Maintenance	\$ 153,736	\$ 129,392	\$ 24,538	\$ (194)
Technology	\$ 107,659	\$ 90,267	\$ 25,371	\$ (7,978)
General	\$ 121,177	\$ 83,762	\$ 17,908	\$ 19,507
Benefits	\$ 617,682	\$ 427,606	\$ 133,022	\$ 57,054
School Board	\$ 1,520	\$ 1,026	\$ 495	\$-
Total Expenses	\$ 2,159,301	\$ 1,622,266	\$ 432,878	\$ 104,156
Plus FY22 Carryover	\$7,517	\$5,217	\$0	\$ 2,300
Total Expenses + Carryover	\$ 2,166,818	\$ 1,627,483	\$ 432,878	\$ 106,456

## Revenue

Revenue Source	Budget	Y	TD Revenue	Expected		Balance
Assessments:						
Brookline	\$407,208		\$339,340	\$67,868		\$0
Hollis	\$625,021		\$520,851	\$104,170	)	\$0
Соор	\$1,070,947		\$892,456	\$178,491		\$0
Federal Grants	\$4,000		\$0	\$4,000		\$0
Miscellaneous	\$0		\$3,797	\$0		\$3,797
FY22 Carryover	\$7,517		\$5,217	\$0		(\$2,300)
Use of Fund Balance as Revenue	\$52,125		\$0	\$0		(\$52,125)
Total Revenue	\$ 2,166,818	\$	1,761,661	\$354,529		(\$50,628)
Budget Balance					Ś	55,828

Fund Balance Projection	
Beginning Fund Balance as of 7/1/2022	\$ 260,385
FY23 Net Income/(Loss)	\$ 55,828
Expected use of fund balance	\$ -
Ending Fund Balance as of 6/30/23	\$ 316,213
As % of Expense Budget	14.6%
Target Range	 7 to 10%

# **Explanation of Expense Balances**

Category	Balance	Notes
Superintendent	\$ (620)	Travel & Conferences
Assistant Superintendent	\$ (1,391)	Travel & Conferences
Student Services	\$ 35,615	Asst director of SS vacancy
Business Office	\$ 2,164	Acct Specialist vacancy
Facility/ Maintenance	\$ (194)	
Technology	\$ (7,978)	Replacement server, conference and travel
General	\$ 19,507	Vacancies: office mgr & C&C position
Benefits	\$ 57,054	Benefits relating to unfilled positions & enrollment changes
School Board	\$-	
	\$ 104,156	

Expense Category	Includes
Superintendent	Salary, contractual benefits, conferences, dues
Assistant Superintendent	Salary, contractual benefits, conferences, dues
Student Services	Salary, contractual benefits, conferences, dues
Business Office	Salary, contractual benefits, conferences, dues & audit
Facility/ Maintenance	Salary, contractual benefits, conferences, inspections, furnace, septic, mowing, snow removal, insurance, utilities, etc.
Technology	Salary, contractual benefits, conferences, computers, site licenses
General	Office mgr, legal, copiers, printers, postage, expendables, advertising, building phone
Benefits	Insurance, retirement, taxes, vacation payouts, merit bonuses

School Board Meeting Calendar	Legend:
2023-2024	X - No School for Students
	XX - No School for Students & Staff

	AUG	UST		-	(1 day)
Μ	Т	W	TH	F	
	1	2	3	4	
7	8	9	10	11	
14	15	16	17	18	
21	22	23	24	25	All staff return on Aug. 28
27	39	30	31		Aug 30 - Grade 7 and 9 Orientation

	SEP	ТЕМ	BER		(20 days)
Μ	Т	W	TH	F	
				1	
XX	5	6	7	8	Sept 4 - Labor Day
11	12	13	14	15	
18	19	20	21	22	
25	26	27	28	29	

	ост	OBE	R		(21 days)
М	Т	W	TH	F	
2	3	4	5	6	Oct 5 - Early Release/SPT
ΧХ	10	11	12	13	Oct 9 - No School Columbus Day
16	17	18	19	20	
23	24	25	26	27	
30	31				

	NOVEMBER				(17 days)
Μ	Т	W	TH	F	
		Х	2	3	Nov 1 - Professional Day
6	7	8	9	XX	Nov 10 - No School Veterans Day
13	14	15	16	17	Nov 21 - Early Release
20	21	XX	XX	XX	Nov 22 - 24 Thanksgiving Recess
27	28	29	30		

	DEC	ЕМВ	ER	_	(16 days)
Μ	Т	W	TH	F	
				1	
4	5	6	7	8	
11	12	13	14	15	
18	19	20	21	22	Dec 25 - Jan 1 Holiday Vacation
XX	XX	XX	XX	XX	

	JAN	JAR	Y	_	(21 days)
М	Т	W	TH	F	
XX	2	3	4	5	
8	9	10	11	12	
XX	16	17	18	19	Jan 15 - Martin Luther King Jr. Day
22	23	24	25	26	
29	30	31			Jan 29 - Early Release

Legend:											
X - No School for Students											
XX - No School for Students & Staff											
	Brookline Board Meeting										
	HB COOP Board Meeting										
	Hollis Board Meeting										
	Gov	erning	g Bo	ard							

	FEB	RUA	RY		(17 days)
Μ	Т	W	ΤH	F	
			1	2	
5	6	7	8	9	Feb 7 - Early Release
12	13	14	15	16	
19	20	21	22	23	
XX	XX	ΧХ	XX		Feb 26 - Mar 1 Winter Vacation

_	MA	RCH			(19 days)
Μ	Т	W	ΤH	F	
				XX	
4	5	6	7	8	
11	Х	13	14	15	Mar 12 - Professional Day
18	19	20	21	22	
25	26	27	28	29	

		APF	RIL			(17 days)
	М	Т	W	TH	F	
I	1	2	3	4	5	
	8	9	10	11	12	
	15	16	17	18	19	
	ΧХ	XX	XX	XX	XX	Apr 22 - April 26 Spring Vacation
	29	30				

		MA	(		(22 days)				
	М	Т	W	ΤH	F				
			1	2	3				
ſ	6	7	8	9	10				
	13	14	15	16	17				
	20	21	22	23	24				
	XX	28	29	30	31	May 27 - Memorial Day			

	JUN	E	-	(*7 days)	
Μ	Т	W	TH	F	
3	4	5	6	7	June 8-Proposed HS Graduation
10	11	12	13	14	*June 18 - Last Day of School
17	18	19	20	21	*June 21-Last Day for Teachers
24	25	26	27	28	

	F	RMMS		HBMS		HBMS		F		S		
		10/12		12/14		2/15			5/9			
8/2	9/6	10/4	11/1	12/6	1/3	2/7	3/6	4/3	5/1	6/5	HSB @ HPS	
8/16	9/13	10/18	11/15	12/13	1/17	2/14	3/20	4/10	5/15	6/12	CSB @ HBMS	
8/23	9/20	10/25	11/29	12/20	1/24	2/21	3/27	4/17	5/22	6/19	BSB @ RMMS	