

Sullivan School Board

Meeting Minutes

January 20th, 2016

Present

Board: Stephanie Jacques Kleine, Paul Bolduc, Malinda Scherpa, Stephanie Milotte, Mike Brooks

Others: Ken Dassau, Toni Ellsworth,

Call to Order

Meeting called to order at 7:04 PM by Stephanie JK.

Approval of Minutes

Motion: Malinda motioned to approve the minutes from the Board's meeting from December 16th, 2015. Second by Stephanie M. No Discussion
Voice vote: Unanimous. Motion passes and Minutes approved

Budget & Warrant

Ken Dassau clarified the difference between the town's budget worksheet and our MS27.

Toni noted her concerns about the realities of never having an exact number of students on the budget. If the numbers are perceived as absolute, the public may not fully appreciate the reality of these fluctuations.

Superintendent's Report - Ken Dassau.

Continuing to find and research insurance coverage due to the collapse of the PLT.

Treasurer's Report - Toni Ellsworth

Manifest

Toni covered the manifest for the month of December.

Payments for the month: \$68,408.72

First Student

Keene School District

Tucker Transportation

Windy Row

Rise for Family

Monadnock Regional School District

CT River Bank

Postage

Toni noted the situation regarding her replacement as Treasurer. She identified the roles and skills that this job description would entail to help identify the skills for prospective people for this position. She wrote up descriptions of skills and responsibilities of both bookkeeper and treasurer.

The bookkeeper candidate should have experience with Quickbooks and have strong bookkeeping skills. Toni noted the importance of identifying separate stipends for the positions of the bookkeeper and treasurer.

Discussed the use of Quickbooks, whether the cloud service or individual software package is preferable.

Motion : Paul motioned to move to non-public to discuss the prospective candidates for the bookkeeper position. Roll Call Voice Vote: Unanimous
Meeting moved to non-public at 7:23

The board discussed the particulars of the bookkeeping position and prospective candidates.

Meeting moved back into Public at 7:30

Motion by Malinda S. to hire a bookkeeper for the Sullivan School District at a rate of \$25 per hour with an estimated time needed with 2-3 hour per month.
Seconded by Stephanie M. Discussion- No further discussion. Voice Vote- Unanimous
Motion Passes.

Public Comment: None

Upcoming Meetings / Events

Next School Board Meeting February 17th, 2016 @ 6:30
Budget Committee Public Hearing on February 11th, 2016 @ 7:00 PM.

Adjournment

Stephanie Jacques-Kleine motion to adjourn.
Seconded by Paul Bolduc
Meeting closed at 9:02PM

Respectfully Submitted by Paul Bolduc

