

# Sullivan School Board

## Meeting Minutes

December 21st, 2016

### Present

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

Others: Ken Dassau, Toni Ellsworth arrived at 7:00PM

Public visitors: None

### Call to Order

Meeting called to order at 6:40pm by Stephanie JK.

### Approval of Minutes

**Motion** Paul motioned to approve the minutes from the Board's meeting from November 16th, 2016.

Second by Malinda

Stephanie M. noted that the dates that were set within the 11.16 minutes were not correct and to remove them to avoid confusion for the public. The correct dates will be noted in the 12.21 minutes.

The Board agreed.

Voice vote: Unanimous

**Motion so passes** and Amended Minutes approved

### Superintendent's Report - Ken Dassau

#### **A.R.E.A. Agreements.**

- Ken shared the current state of discussions of the A.R.E.A. Agreement. He shared the two copies of the agreement that Tim Ruhr shared for the Board to read over and potentially sign.
- Ken read the contracts aloud and explained the process of this going to the state and then to the public and the implications of planning our budget and informing the public about it.

**AREA 9 through 12.** The Sullivan Board was advised that the Keene School Board had received the Sullivan School Board petition to join the Keene A.R.E.A. for grades 9 through 12 and had approved the petition, and an agreement had been prepared. The Sullivan/Keene Agreement was reviewed and it was moved, seconded and approved:

**MOVE :** Malinda moved to approve the proposed agreement with Keene for Sullivan to join the A.R.E.A. for grades 9 through 12 subject to voter approval by both Districts at their annual 2017 annual meetings and that the agreement be forwarded to the State Board of Education.

Seconded by Mike

No Discussion.  
Voice Vote: Unanimous  
Motion so Passes.

**AREA 7 and 8.** The Sullivan Board was advised that the Keene School Board had received the Sullivan School Board petition to join the Keene A.R.E.A. for grades 7 and 8 and had approved the petition, and an agreement had been prepared. The Sullivan/Keene Agreement was reviewed and it was moved, seconded and approved:

**MOVE :** Mike moved to approve the proposed agreement with Keene for Sullivan to join the A.R.E.A. for grades 7 and 8 subject to voter approval by both Districts at their annual 2017 annual meetings and that the agreement be forwarded to the State Board of Education.

Seconded by Malinda.

No Discussion.  
Voice Vote: Unanimous  
Motion so Passes.

**Non-Public** - Meeting moved to non-public to discuss a student issue at 7 PM.  
Meeting returned to public at 7:05 PM.

### **Treasurer's Report** -

#### **AUDIT:**

Toni shared copies of the audit with Board.

#### **Manifest:**

- Toni noted some new additions to this month's manifest and went over the months current payments and explained them.
- Toni noted that First Student's Bill has been running late and that she wanted to have both of them covered.
- She also noted that she would like to have the Business Manager and Superintendent to be issued payment for there was a misunderstanding on the manifest.
- Payments included:
  - Marie Braley, Rise, Surry Village, Vachon & Clukay, Building Loan, First Student, Nelson School District, JoAnn Perlowski, Stephanie Jacques Klein
- Toni discussed the current balance sheet and explained the new layout for the Board to follow and understand.
  - Stephanie J.K. noted the ease of being able to see the Trust Fund amount.
  - Mike enquired about the building loan and Toni explained that it was divided by the months and reflected the raised and appropriated amount that we set within the previous year's budget. The money distributed from the State is given 5 times per year.
- Toni then shared the Balance Sheet reflecting July through November

- Toni also mentioned that JoAnne was working more hours than we anticipated. She hopes it will level off, but wanted the Board to be aware of the potential increased costs.
- Ken noted her hard work and her focus to detail and that we are lucky to have her.

### **2017-18 Budget**

- Toni shared a spreadsheet which reflected the proposed budget items for the coming year. She went over the budgeting for the different tuition categories and explained how the projected amount was decided upon for each level.
- Toni went through Pre-School, Nelson, Keene Middle and Keene High and there were discussions with the board about known student populations both Regular Education and Special Education at different levels.
- Toni explained the projected numbers especially within the younger grades.
- Toni also shared a proposed planned budget which reflected a “Without Out of District Student”. She noted that the figures were audited and reflected actual numbers from last year. The costs related to these services which would no longer be required were reflected in the sheet.
- Mike and Ken noted that the budgeted number needed to be provided to the Sullivan Town Budget Committee on December 27th. Mike explained the details of what the town’s budget committee needed and enquired on how our budget would fit with theirs
- Toni noted that the difference is our budget timelines are not the same felt that the information required should be Last Year’s Budget, Current and Future Budget.
- Mike said that he would fill out everything he could to have it ready for the town’s budget committee and that the approved number that was decided upon tonight would be used.
- The Board discussed the various line items and how some of them which do not show up in the audited column had been moved into other categorical line items.
- The Board noted some line items such as “PLT” be noted as “Insurance” to aid the public to understand what that line item is for.
- Ken made the important fact that we are budgeting for the Non AREA budget plan. If we successfully join the AREA later in the budgeted year, the savings which would be gained would go towards the following year’s appropriations.
- Malinda enquired about the district’s end of year balance and Toni believed that there would be a surplus if current spending levels continue.

### **BUDGET WARRANT Articles**

- Article 3 reflects surplus for the trust fund and the Board decided to leave it at \$25,000 dollars. Ken Noted to use “Up To” that dollar Amount. The amount which is not utilized is returned to the town and does lower the taxes, but does not impact the rate.
- Stephanie J.K. enquired if the amount of Article 4 which is the Trust not related to surplus. The Board discussed the real challenges here for to set aside money does impact the tax rate, but if we don’t

**Motion** Stephanie M. motioned to approve Article 4 with the amount of \$25,000.

Second by Mike

Discussion: The Board agreed with Stephanie M. and there was no further discussion.

Voice vote: Unanimous

**Motion so passes** and the proposed Article 3 is passed.

**Motion** Stephanie M. motioned to reconsider Article 4 with the amount of \$50,000.

Second by Malinda

Discussion: The Board discussed the tax impact and the ramifications of liability as well as the insurance of having money put aside. If we vote on the number pending the public hearing, we can make the finalized number in early January. Unlike the town, that can keep their surpluses, we cannot keep it. Discussions about keeping the budget under 1.7 million will be important to not move the tax rate. It was noted that the amount requested will most likely not be increased.

Voice vote: Stephanie J.K No

Stephanie M. Yes

Malinda S. Yes

Paul B. No

Mike B. No

**Motion fails to pass.**

**Motion** Mike B. motioned to approve Article 4 with the amount of \$25,000.

Second by Paul

Discussion: Discussed the importance of increasing it 2017-18 when we know the status of the A.R.E.A. agreement.

Voice vote: Unanimous

**Motion so passes.**

**Motion** Stephanie M. motioned to approve Article 2 with the amount of \$ 1,664,358

Second by Paul

Discussion: None

Voice vote: Unanimous

**Motion so passes.**

#### **Topics:**

- **Nelson Meeting:**

- Stephanie JK shared information about the visit with Nelson. She and Mike met with Nelson's School Board for they really needed to understand Sullivan's intent regarding our 6th grade classes so that they can plan their budget regarding potential facilities expansion. Stephanie noted that we needed to have a motion to reflect the intent.

**Motion** Malinda S. motioned the Sullivan School intent to continue a long term relationship with Nelson Grades K-5. Second by Mike

Discussion: None

Voice vote: Unanimous

**Motion so passes.**

- **Town Report.**
  - Paul will be responsible to put the pieces together so all required pieces should be forwarded to him.
  
- **Budget Timeline / Posting**
  - The Public Budget Committee Meeting is on the 17th of January at 7:00
  - If there are required changes to the Warrant following the Public Budget Committee Meeting, we will make changes that evening in the basement and sign the new warrant(s).

**Public Comment:** None

**Upcoming Meetings / Events**

The next Sullivan School Board Meeting will be held on January 18th @ 6:30PM.

The election of officers is March 14th

Annual District and Town Meeting is March 15th.

**Adjournment**

Mike Brooks made a motion to adjourn.

Seconded by Stephanie Milotte

Meeting closed at 9:10 PM

Respectfully Submitted by Paul Bolduc

