

# Sullivan School Board

## Public Meeting Minutes

July 13th, 2022

**Present:** Board Members: Michael Brooks, Paul Bolduc, Stephanie Milotte, William Thorndike, Malinda Scherpa

Superintendent: Kim Caron

Absent: Sara Bolduc District Clerk

Members of the Public: None

### Call to Order:

**Mike Brooks meeting** Called to order at 6:32 PM.

### MINUTES

**Motion** Stephanie M. motioned to approve the minutes from the Board's meeting from June 8th, 2022.

Discussion: None

Seconded by Will

Voice vote: Unanimous

**Motion so passes** and June 8th, 2022. Minutes approved.

### Treasurer's Report -

In Milton's absence, Mike B went over the manifest with the board.

- **Manifest:** The current manifest for this month is for the amount of **\$21,589.57**

- The starting bank balance is \$192,868.59

**Total Deposits** \$42,074.43

- Town of Sullivan **June** \$41,974.50
- Mascoma \$ 99.93

#### Payments:

\$2,410.00	Community House (June 2022)
\$3,800.00	Juliet Fenrich Special Ed Admin (Jul-Sept 2022)
\$301.82	Perfect Balance (May & June 2022)
\$6,520.00	Tucker Transportation (April & May 2022)
\$212.50	Simplified Speech Solutions (June 2022)
\$4050.00	Kim Caron (Superintendent 1 <sup>st</sup> Quarter)
\$ 60.00	US Postal Service
\$2,250.00	Nathan Castle (Business Manager 1 <sup>st</sup> Quarter)
\$985.25	Primex (22/23 WC & Prof Liab. Ins)

**TOTAL PAYMENTS:** \$21,589.57

**Ending Bank Balance** **\$213,353.45**

- Invoices referencing Ken Dassau will now be updated to reflect Kim Caron. Mike noted that Kim's task should be to verify the invoices that are sent to the PO Box. In order to ensure that we are paying valid expenditures, especially when it concerns student focussed expenditure. Stephanie used an invoice from Speech Solutions as an example of Student Services. Kim noted that he will put something in place for

next month to make sure that the invoices are checked especially for SPED students services.

- Stephanie noted that Tucker Transportation was known to be used as a resource for one student, but their invoice reflects services for TWO students. This is atypical but the student in question is named on the invoice. Kim will review the second student who required transportation services.

**Motion: Stephanie** motioned to accept the **June** manifest.

Seconded by **Will**

Discussion: None

Voice vote: Unanimous

**Motion so passes** and the **June** manifest was accepted.

### **Superintendent's Report - Kim Caron**

Kim shared that over the past months have been helpful in terms of operation. He intends to keep the manner in which business is conducted to remain the same. He noted that he is hopeful for a good, positive relationship and to bring anything to him that he may help with.

- Kim shared several updates.
  - Notice of a revision for the IDEA Grant Number and the allocation this year will be done with two separate checks. The total was 22,085.00.
  - There was a change in SPED law with the age of 21 changing to their 22nd birthdate. This update brings NH in compliance with Federal Law.

**Motion** to move Meeting into Non-Public to discuss Student Matters by **Mike**

Seconded by **Stephanie**

**Roll Call Vote:** Unanimous

Discussion: None

**Motion so passes** - Meeting moved into Non-Public at 6:56PM to discuss student matters

**Motion** to leave the non-public meeting at 7:04PM and return to Public Meeting by **Stephanie**

Seconded by **Will**

Discussion: None

**Voice Vote:** Unanimous

**Motion so passes** - Meeting moved back into Public at 7:04PM

### **Other Topics Discussed:**

- **Summer School:** Kim provided an update based on the current students enrolled in the summer program in the Nelson elementary school.
- **Enrollment**
  - Stephanie reviewed the enrollment list for updates to the 2022-2023 school year. We do not currently have a count on the expected enrollment for the Kindergarten class.

- There are a number of new sub-divisions being sought in town which could result in increased student population and tuition costs. We should be aware of this.
- **Treasurer**
  - Milton Trimitsis resigned his position as Treasurer on June 8th 2022.
  - The Treasurer position will be posted with the Town.
  - We should review the requirements, job description etc.
  - If there is shifting of responsibilities, we may need to look for a new Board Member.
  - Mike B. will look into speaking with Chris Pratt about this.
  - Sara Bolduc could also investigate any State or Town descriptions for the school board treasurer position.
- **Review of Sarah Dublin Reports - Will T.**
  - Will shared his insights on Sarah's monthly reports.
    - Manifest: Items from last year and this year's budget is present
    - Profit and Loss is listed, but there is no interest listed.
    - The third budget column says zero, which is misleading being either 100% over or under.
    - Will created a comparison of Profit and Loss numbers with our budget numbers.
      - This organization provides a much clearer total that provides a running amount from month to month.
      - Stamps expenditures for example that don't really show the shortfall.
- **Audit:**
  - The Board was notified that the audit is planned for August. It should take several hours. The July bank statements are really required. With the hiring of Nathan Castle, the documentation will be taken care of with the help of Kim C.
  - Sarah doesn't need to do anything.
  - Nick Lewis will be the point person leading the audit.
  - The auditors know to reach out to Kim.

**Public Comment:** None

### **Upcoming Meetings / Events**

The Sullivan School Board Meeting will be held on August 10th @ 6:30PM

### **Adjournment**

**Motion:** Malinda Sherpa made a motion to adjourn.

Seconded by Will      Voice Vote: Unanimous

Motion passes and the Meeting closed at 7:28 PM

*Paul Bolduc*