

Sullivan School Board Public Meeting Minutes

March 13th, 2024

Present:

Board Members: Mike Brooks, Stephanie Milotte, William Thorndike, Paul Bolduc, Malinda Scherpa

District Clerk: Sara Bolduc
Members of the Public: None
Absent:
Superintendent: Kim Caron
District Treasurer: Ann Gray

Call to Order:

Mike Brooks meeting Called to order at 6:30 PM

MINUTES

Motion: Will motioned to approve the minutes from **February 14th** Board's meeting

Second by Stephanie

Discussion: None

Voice Vote: Unanimous

Motion so passes and the **February 14th, 2024** Minutes are approved.

Treasurer's Report - Appointed Treasurer Ann Gray

In the Absence of Ann Gray, Mike Brooks went over the manifest with the board.

Ann had previously reviewed and provided signoff prior to the meeting.

- **Manifest:** The current manifest for this month is for the amount of **\$25,761.50**
 - The starting bank balance is **\$343,594.68**
 - Total Deposits \$6,765.53
 - State of NH \$6,382.00 (project reimbursement)
 - Mascoma Interest \$383.53 (Interest Feb 2024)

Payments

\$241.50	Perfect Balance (Feb 2024)
\$15,644.88	First Student (Payment 7 of 10 Feb 2024)
\$2,576.87	Vachon Clukey & Co (Final billing Audit 6/30/24)
\$5,536.00	Tucker Transportation (Feb 2024)
\$1,298.50	Wadleigh Starr & Peters PLLC (Legal Work)
\$13.75	Gathering Waters (Dec 2023 Invoice)
\$450.00	Simplified Speech Solutions (Feb 2024)

TOTAL PAYMENTS: \$25,761.50

Ending Bank Balance \$324,598.71

Motion: Malinda motioned to approve the manifest of **2/14/24-3/13/24**

Seconded by **Will**

Discussion None

Voice Vote: Unanimous

Motion so passes and the **Feb/March** Manifest is approved and so accepted

Motion: Mike Brooks motioned to elect the following 3 School Board representatives to serve as the AREA planning committee members:

Michael Brooks, Stephanie Milotte and William Thorndike pending Warrant Article 5 approval.

Seconded by **Malinda**

Discussion None

Voice Vote: Unanimous

Motion so passes and the **3 representatives** Michael Brooks, Stephanie Milotte and William Thorndike **have been elected to serve as the AREA planning committee members** is approved and so accepted

In Kim's absence, the board will await the April monthly meeting to review the 2nd reading of the two policies and review of the policy manual cover page and index for school board vote and adoption.

Superintendent's Report - written by Kim Caron

The following is a general update of activities, as of **March 10th** since the last Board meeting

Policy development. Good policy builds a solid foundation for the Board's work and is a measure to safeguard the school board in carrying out their responsibilities. In addition, state statutes and NH Code of Administrative Regulations require school boards to adopt policies as a fundamental responsibility.

Policy review.

The following policies are ready for the second reading and vote to adopt at the March school board meeting.

- Policy AD: Philosophy of the School District. A revision was recommended during the first reading at the February meeting to include a straightforward mission statement. The revision was sent to the school board for comment in an email on February 15th. Please see the revised policy. Attachment 1.
- Policy BAAA: School Board Policy. No revisions recommended at the February meeting. Attachment 2.

Attached please find a draft policy manual cover page for review. Also attached is a draft index with policies in various stages of development. The index should serve as an example of our policy work to be accomplished as time and resources allow. The superintendent will continue to work with the school board attorney to develop policies relevant to a sending school district. Attachment 3.

MS 22. The Report of Appropriations as Voted will be due 20 days after the Annual District meeting. The superintendent will need the minutes of the Annual District meeting as well as the adopted school district budget for submission to the Department of Revenue Administration. The MS 22 requires school board and district clerk signatures. The superintendent will forward the MS 22 for signatures when it is prepared.

FY 25 General Assurances. The New Hampshire Department of Education (NHED) developed a General Assurances document that must be signed by all organizations that receive federal funds through the NHED. These General Assurances must be signed by the superintendent and school board chair. No payment for project or grant awards will be made by the NHED without a fully executed copy of General Assurances on file. The minutes March 2024 school board meeting document that the superintendent has informed the school board of the federal funds that the district will be utilizing and the requirements for participation in federal programs as follows. The district receives funding from the federal Individuals with Disabilities Act (IDEA).

These federal funds are managed by the NHED and allocated to school districts. The district budgets for and receives approximately \$25,000 for the IDEA grant. These funds are applied for through the NHED grant management system to partially cover the cost of special education and related services. The special education director reviews special education invoices monthly, determines expenses that qualify under the grant, and applies for these funds via the NHED grant management system. Once the expense activity has been approved by the NHED, the funds are dispersed to the school district in the current fiscal year. The superintendent will forward the General Assurances to the school board chair for signature when it is prepared.

AREA Planning Committee. The superintendent recommends that the school board identify discussion points for the upcoming AREA Planning Committee and renewal of the AREA agreement.

Non-public. The superintendent will update the Board on any pending confidential issues in non-public session.

Thanks. Kim

Please feel free to contact Kim with any questions.

NON-PUBLIC MEETING - None

Other Topics Discussed:

None

Upcoming Meetings / Events

The Sullivan School Board Meeting will be held on April 10th at 6:30PM

Important

- **April 2nd 20 Days after Annual Meeting target for MS-22 completion**

Adjournment

Motion: Stephanie Milotte made a motion to adjourn.

Seconded by Paul Voice Vote: Unanimous

Motion passes and the Meeting closed at 6:42 PM

