

SAU #41

School Administrative Unit

Serving the towns of
Brookline and Hollis, NH

FY23 Budget
2022-2023 School Year



SAU Governing Board Meeting
December 16, 2021

SAU 41 Budget Subcommittee

- ❖ SAU:
 - ❖ Andy Corey, Superintendent
 - ❖ Gina Bergskaug, Assistant Superintendent
 - ❖ Kelly Seeley, Business Administrator
 - ❖ Linda Sherwood, Senior Assistant Business Administrator
- ❖ TREASURER, SAU Governing Board
 - ❖ Tammy Fareed
- ❖ BROOKLINE:
 - ❖ Karen Jew, Brookline School Board
 - ❖ Brian Rater, Brookline Finance Committee
- ❖ HOLLIS:
 - ❖ Carryl Roy, Hollis School Board
 - ❖ Michael Harris, Hollis Budget Committee
- ❖ COOP:
 - ❖ Krista Whalen, Coop School Board
 - ❖ Darlene Mann, Coop Budget Committee

Agenda

- SAU #41 Snapshot
- FY23 SAU #41 Budget Proposal
 - Budget Comparisons to Last Year
 - Budget Drivers
 - Budget Components
 - Budget Breakdown by Category
 - Proposed Compliance and Communications Specialist position
 - Unassigned Fund Balance
 - Revenue
 - Budget Apportionment by District
- Warrant Article
- Questions & Answers

SAU #41 Snapshot

- Current Year Operating Budgets -- \$52.9 MILLION COMBINED
 - SAU \$ 1,957,257
 - Brookline \$10,527,012
 - Hollis \$14,739,494
 - COOP \$25,668,657
- Number of Students 2,410
- Number of Staff 436
- Number of Volunteers 695
- Number of Coaching Positions 97
- Number of Active Substitutes 72
- Number of Invoices Processed Annually About 10,000

FY23 Budget Comparisons

*Comparison to
Current FY22
Budget*



FY22 Adopted Budget	FY23 Proposed Budget	Difference
\$ 1,957,257	\$ 2,107,176	+ \$ 149,919 + 7.7 %

*Comparison to
Adjusted Budget



FY23 Proposed Budget	FY23 Adjusted Budget	Difference
\$ 2,107,176	\$ 2,018,210	+ \$ 88,966

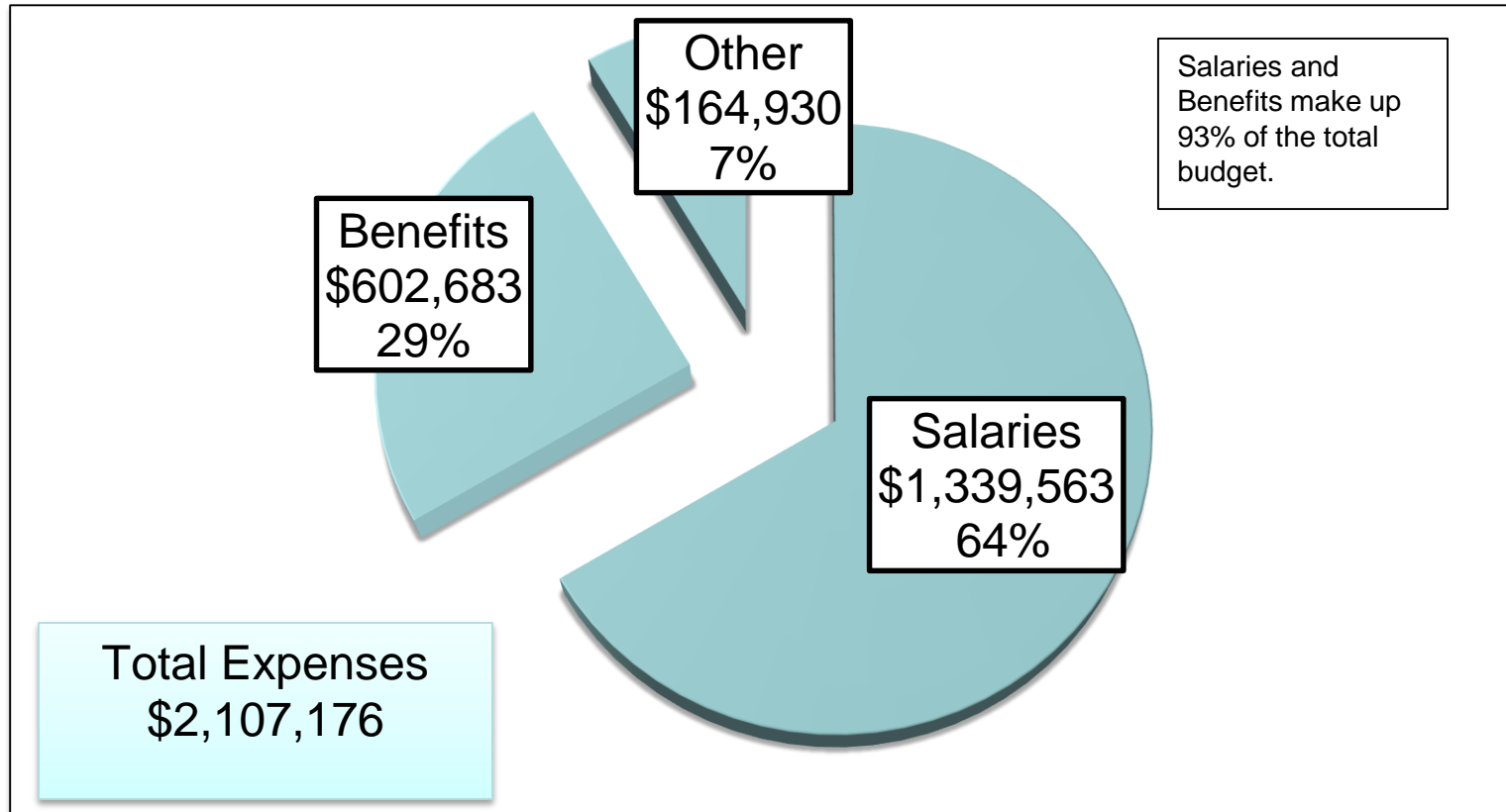
** The FY23 SAU Adjusted Budget is the FY22 approved budget plus any increases due to debt service, contracts or other obligations previously incurred or mandated, minus any one time expenditures.*

FY23 Budget Drivers

Budget Drivers	Increase over FY22 Budget	
Salaries	+\$ 70,192	<ul style="list-style-type: none"> • \$45,000 new Compliance and Communications Specialist position • \$ 16,000 Board approved salary adjustments • All Staff @ 3.0% increase
Benefits	+\$ 64,042	<ul style="list-style-type: none"> • \$32,555 benefits for new Compliance and Communications Specialist position • Health Insurance rates +3.9% • Health Insurance membership changes
Equipment/Software	+\$ 5,025	<ul style="list-style-type: none"> • Including \$3700 for 4 Desktops and 1 Laptop

FY23 Budget Components

Budget Components



FY23 Budget Categories

Category	FY22	FY23 Proposed	\$ Change
Wages	1,246,750	1,316,942	70,192
Benefits	538,641	602,683	64,042
Equipment & Software	11,450	16,475	5,025
Professional Development	20,700	23,565	2,865
Merit Increase	20,108	22,621	2,513
Operations & Maintenance	55,808	58,290	2,482
Expendables	14,600	16,500	1,900
Services	32,650	33,450	800
Travel	16,550	16,650	100
Total	\$ 1,957,257	\$ 2,107,176	\$ 149,919

+7.7%

Proposed “Compliance & Communications Specialist”

Identified Need: The increasing demands for compliance documentation and other communication matters is absorbing significant time of senior district leadership and cutting into the time needed to carry out their primary functions of educational and fiscal management.

Salary and Benefits = \$77,555

\$45,000 salary + \$32,555 benefits

Position Goal: To generate compliance documentation and to provide assistance to the Superintendent and Assistant Superintendent in conveying important/required information regarding the school district to the Department of Education, school boards, the school community, and the members of the public.

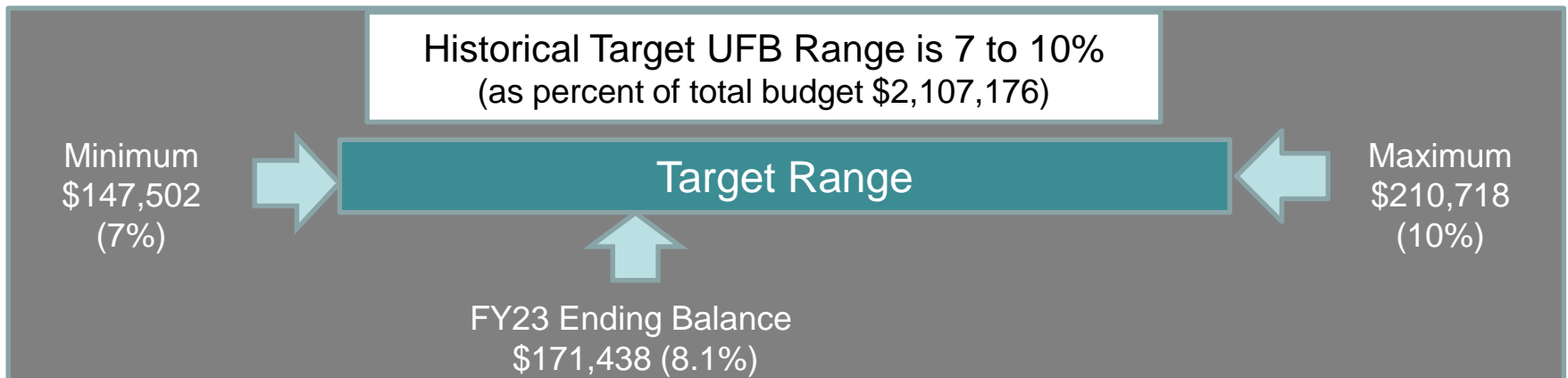
Proposed “Compliance & Communications Specialist”

General Duties:

- Assist with completion of annual DOE data submission requirements
- Assist Assistant Superintendent with the communication and execution of State and Federal Grant requirements
 - General Assurances, Program Assurances, GEPA statement, & Time and Effort Reporting and/or Stipend Work agreements
- Assist with coordination of information for Annual Town Reports, District Reports, Notices, Memoranda, and other correspondence
- Support leadership with responses to inquiries, complaints, and requests
- Assist Director of Technology with compliance requirements (i.e. e-rate funding)
- Assist with coordination and maintenance of District website and social media platforms in the absence of paper media

FY23 Budget: Unassigned Fund Balance

UNASSIGNED FUND BALANCE	Balance
When revenue exceeds expenses at year end, the balance goes into this unassigned fund.	
FY22 Beginning Balance (7/1/2021)	\$ 171,438
FY22 Projected use of fund balance	0
FY22 Projected Ending Balance (6/30/2022)	\$ 171,438
FY23 Projected use of fund balance	0
FY23 Projected Ending Balance (6/30/2023)	\$ 171,438



FY23 Budget: Revenue

REVENUE	
Grants/Indirect Costs	\$ 4,000
Use of Fund Balance	0
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Total Revenue	\$ 4,000

FY23 Budget: Apportionment

Distribution of Funds to be Raised by Districts

	2021-2022	2022-2023	
Expenses	\$ 1,957,257	\$ 2,107,176	
Revenue	<u>\$ - 4,000</u>	<u>\$ - 4,000</u>	
Total Appropriation	\$1,953,257	\$2,103,176	
School District	2021-2022 District Share	2022-2023 District Share	2022-2023 District %
Brookline	\$ 361,236	\$ 407,208	19%
Hollis	\$ 594,122	\$ 625,021	30%
COOP	<u>\$ 997,899</u>	<u>\$ 1,070,947</u>	<u>51%</u>
Total Appropriation	\$ 1,953,257	\$ 2,103,176	100.0%

Distribution is determined by a calculation using equalized valuation as provided by the state and the average daily membership of students.

FY23 Warrant Article

Shall the voters of the _____ School District adopt a School Administrative Unit budget of \$2,103,176 for the forthcoming fiscal year in which \$XXXX is assigned to the school budget of this school district? This year's adjusted budget of \$2,018,210, with \$ XXXX assigned to the school budget of this school district, will be adopted if the article does not receive a majority vote of all the school district voters voting in this school administrative unit. The budget committee **does/does not** recommend this appropriation. The school board **does/does not** recommend this appropriation.

Questions & Answers



*We thank you
for your support !*

SAU 41 ORGANIZATIONAL STRUCTURE

