

May, 2019

To: SAU Governing Board
From: Andrew Corey, Superintendent
Re: Board reorganization

At the reorganization meeting, the Superintendent/Assistant Superintendent conducts the meeting until a new Chairperson is elected.

As per previous conversations with our attorney, the following process will be utilized for the nomination and election of a Chairperson:

- Open the floor for nomination of Chairperson
- Accept a nomination and ask for a second for each individual put forth
- Call for discussion – discuss each candidate
- Call for a vote
- If nomination fails to achieve a required majority I will open the floor again and repeat the process.

We have been advised to handle one nomination at a time. During the discussion phase, a Board member is free to speak for or against the nomination and indicate if the nomination fails, they would nominate another specific individual. Once the Chairperson is elected, the Chairperson will take over the meeting and conduct the election of the Vice-Chairperson in the same manner.

SAU 41
Revenue and Expense Report
FY19
as of 5/1/2019

| Expense | | | | |
|--------------------------|---------------------|---------------------|-------------------|------------------|
| Expense Category | Budget | YTD Expense | Encumbered | Balance |
| Superintendent | \$ 230,242 | \$ 196,060 | \$ 35,013 | \$ (831) |
| Assistant Superintendent | \$ 123,050 | \$ 111,258 | \$ 18,446 | \$ (6,654) |
| School Board | \$ 1,400 | \$ 1,195 | \$ 205 | \$ - |
| Student Services | \$ 243,341 | \$ 198,452 | \$ 39,790 | \$ 5,099 |
| Business Office | \$ 440,247 | \$ 366,429 | \$ 79,290 | \$ (5,471) |
| Maintenance | \$ 55,798 | \$ 40,026 | \$ 11,641 | \$ 4,131 |
| Technology | \$ 86,731 | \$ 69,800 | \$ 16,798 | \$ 133 |
| Benefits | \$ 396,913 | \$ 297,002 | \$ 65,843 | \$ 34,068 |
| Total Expense | \$ 1,577,723 | \$ 1,280,221 | \$ 267,027 | \$ 30,476 |
| Plus FY18 Carryover | \$10,060 | \$7,740 | \$0 | \$2,320 |
| Total Expenses | \$ 1,587,783 | \$ 1,287,961 | \$267,027 | \$32,796 |

| Revenue | | | | |
|--------------------------------|---------------------|---------------------|------------------|----------------|
| Revenue Source | Budget | YTD Revenue | Encumbered | Balance |
| Assessments: | | | | |
| Brookline | \$279,152 | \$232,627 | \$46,525 | \$0 |
| Hollis | \$481,112 | \$400,928 | \$80,184 | \$0 |
| Coop | \$806,808 | \$672,340 | \$134,468 | \$0 |
| Federal Grants | \$4,000 | \$0 | \$4,000 | \$0 |
| Miscellaneous | \$0 | \$1,490 | \$0 | \$1,490 |
| Use of Fund Balance as Revenue | \$6,651 | \$0 | \$6,651 | \$0 |
| Total Revenue | \$ 1,577,723 | \$ 1,307,385 | \$271,828 | \$1,490 |
| Total Revenue | \$ 1,577,723 | \$ 1,307,385 | \$271,828 | \$1,490 |

| | |
|-------------------------------|-----------------|
| FY19 Projected Balance | \$34,286 |
|-------------------------------|-----------------|

| Fund Balance Projection | |
|-------------------------------------|------------|
| FY19 Beginning Balance | \$ 129,509 |
| Board approved use of fund balance: | \$ - |
| FY19 Projected Balance: | \$ 34,286 |
| Projected FY19 Ending Balance | \$ 163,795 |

Explanation of Budget Balances

as of 5/1/2019

| Category | Balance | Under Budget (Savings) | Over Budget |
|--------------------------|-----------------|-----------------------------------|---|
| Superintendent | (\$831) | | |
| Assistant Superintendent | (\$6,654) | | Board approved salary & benefits increase |
| School Board | \$0 | | |
| Student Services | \$5,099 | Course reimbursement paid in FY18 | |
| Business Office | (\$5,471) | | Board approved salary increase & temp. agency |
| Maintenance | \$4,131 | Snow removal | |
| Technology | \$133 | Conference/Mileage reimbursement | |
| Benefits | \$34,068 | Health insurance and retirement | |
| Total | \$30,476 | | |

JULY

| M | T | W | TH | F | |
|----|----|----|----|----|--|
| 1 | 2 | 3 | 4 | 5 | |
| 8 | 9 | 10 | 11 | 12 | |
| 15 | 16 | 17 | 18 | 19 | |
| 22 | 23 | 24 | 25 | 26 | |
| 29 | 30 | 31 | | | |

AUGUST (2 days)

| M | T | W | TH | F | |
|----|----|----|----|----|------------------------------------|
| | | | 1 | 2 | |
| 5 | 6 | 7 | 8 | 9 | |
| 12 | 13 | 14 | 15 | 16 | All staff return on Aug. 26 |
| 19 | 20 | 21 | 22 | 23 | Aug 28 - Grade 7 and 9 Orientation |
| 26 | 27 | 28 | 29 | 30 | Aug 29 - School Begins 7-12 |

SEPTEMBER (20 days)

| M | T | W | TH | F | |
|----|----|----|----|----|--------------------|
| XX | 3 | 4 | 5 | 6 | Sept 2 - Labor Day |
| 9 | 10 | 11 | 12 | 13 | |
| 16 | 17 | 18 | 19 | 20 | |
| 23 | 24 | 25 | 26 | 27 | |
| 30 | | | | | |

OCTOBER (22 days)

| M | T | W | TH | F | |
|----|----|----|----|----|---------------------------------|
| | 1 | 2 | 3 | 4 | |
| 7 | 8 | 9 | 10 | 11 | |
| XX | 15 | 16 | 17 | 18 | Oct 14 - No School Columbus Day |
| 21 | 22 | 23 | 24 | 25 | |
| 28 | 29 | 30 | 31 | | |

NOVEMBER (16 days)

| M | T | W | TH | F | |
|----|----|----|----|----|---------------------------------|
| | | | | 1 | |
| 4 | 5 | 6 | 7 | X | Nov 8 - Professional Day |
| XX | 12 | 13 | 14 | 15 | Nov 11 - No School Veterans Day |
| 18 | 19 | 20 | 21 | 22 | |
| 25 | 26 | XX | XX | XX | Nov 27- 29 Thanksgiving Recess |

DECEMBER (15 days)

| M | T | W | TH | F | |
|----|----|----|----|----|---------------------------------|
| 2 | 3 | 4 | 5 | 6 | |
| 9 | 10 | 11 | 12 | 13 | |
| 16 | 17 | 18 | 19 | 20 | |
| XX | XX | XX | XX | XX | Dec 23 - Jan 1 Holiday Vacation |
| XX | XX | | | | |

JANUARY (21 days)

| M | T | W | TH | F | |
|----|----|----|----|----|-------------------------------------|
| | | XX | 2 | 3 | |
| 6 | 7 | 8 | 9 | 10 | |
| 13 | 14 | 15 | 16 | 17 | |
| XX | 21 | 22 | 23 | 24 | Jan 20 - Martin Luther King Jr. Day |
| 27 | 28 | 29 | 30 | 31 | |

**School Board Meeting Calendar
2019-2020**

Legend:

X - No School for Students
XX - No School for Students & Staff

- Brookline Board Meeting
- HB COOP Board Meeting
- Hollis Board Meeting
- Governing Board
- Hollis Budget Committee
- COOP Budget Committee

FEBRUARY (15 days)

| M | T | W | TH | F | |
|----|-----|----|----|----|---------------------------------|
| 3 | 4 | 5 | 6 | 7 | |
| 10 | X** | 12 | 13 | 14 | Feb 11 - Professional Day |
| 17 | 18 | 19 | 20 | 21 | |
| XX | XX | XX | XX | | Feb 24 - Feb 28 Winter Vacation |

MARCH (21 days)

| M | T | W | TH | F | |
|----|----|----|----|----|--|
| 2 | 3 | 4 | 5 | 6 | |
| 9 | 10 | 11 | 12 | 13 | |
| 16 | 17 | 18 | 19 | 20 | |
| 23 | 24 | 25 | 26 | 27 | |
| 30 | 31 | | | | |

APRIL (18 days)

| M | T | W | TH | F | |
|----|----|----|----|----|--------------------------------|
| | | 1 | 2 | 3 | |
| 6 | 7 | 8 | 9 | 10 | |
| 13 | 14 | 15 | 16 | 17 | |
| 20 | 21 | 22 | 23 | 24 | |
| XX | XX | XX | XX | | Apr 27 - May 1 Spring Vacation |

MAY (19 days)

| M | T | W | TH | F | |
|----|----|----|----|----|-----------------------|
| | | | | XX | |
| 4 | 5 | 6 | 7 | 8 | |
| 11 | 12 | 13 | 14 | 15 | |
| 18 | 19 | 20 | 21 | 22 | |
| XX | 26 | 27 | 28 | 29 | May 25 - Memorial Day |

JUNE (*9 days)

| M | T | W | TH | F | |
|----|----|----|----|----|---------------------------------|
| 1 | 2 | 3 | 4 | 5 | |
| 8 | 9 | 10 | 11 | 12 | June 13-Proposed HS Graduation |
| 15 | 16 | 17 | 18 | 19 | *June 18 - Last Day of School |
| 22 | 23 | 24 | 25 | 26 | June 23 - Last Day for Teachers |
| 29 | 30 | | | | |

