

SCHOOL ADMINISTRATIVE UNIT #34

Deering, Hillsboro, Washington, and Windsor

SAU #34 SCHOOL BOARD MEETING

Thursday, December 15, 2022 - 6:00 pm

Hillsboro-Deering High School Media Center

MINUTES

A. CALL TO ORDER—PLEDGE OF ALLEGIANCE @ 6:01pm

Announcement by the chairman as to the presence of a quorum, that the meeting has been duly called, and the notice of the meeting have been posted for time and in the manner required by law.

Public announcement that meeting is being recorded and will appear on the SAU #34 website at <https://www.hdsd.org/>

- a. A moment of silence was held.

B. ROLL CALL

A roll call was taken by the secretary with the following results:

Hillsboro-Deering School Board

Christopher Bober - Present

Paul Plater- Present

Heidi Welch- Present

Jess Morris - Absent

Michael Kenney - Present

Washington School Board

Arin Mills- Present

Danielle Moore- Present (Arrived 6:09pm)

Eric Hodges - Present

Tyler Garvin - Present

Laura Botelho - Present

Windsor School Board

Cynthia Stosse- Present

Karen Turbyne - Present

Becky Bosse - Present

C. RECESS MEETING TO PUBLIC BUDGET HEARING @6:02pm

D. CALL MEETING BACK TO ORDER

1. Chair Welch called the meeting back to order at 6:33pm

Hillsboro-Deering School Board

Christopher Bober - Present

Paul Plater- Present

Heidi Welch- Present

Michael Kenney - Present

Washington School Board

Arin Mills- Present

Windsor School Board

Danielle Moore- Present
Eric Hodges - Preset
Tyler Garvin - Present
Laura Botelho - Present
Cynthia Stosse- Present
Karen Turbyne - Present
Becky Bosse - Present

E. CORRESPONDENCE

1. None

F. BOARD BUSINESS

1. November Financial Report
 - a. See attached sheet
2. SAU #34 FY 2023-2024 Proposed Budget
 - a. See attached sheet
3. Fund Balance/Revenues

Fund Balance Analysis	
FY2021 Audited Unassigned Fund Balance	\$123,274
Designated for Cashflow	-\$70,000
FY2022 Estimated Savings / (Overage) from Budget	\$27,500
Projected Unassigned Fund Balance @ 6/30/2022	\$80,774
Fund Balance Designated for FY2023 Budget	-\$50,000
FY2023 Estimated Savings / (Overage) from Budget	\$32,500
Projected Unassigned Fund Balance @ 6/30/2023	\$63,274
Fund Balance Proposed for FY2024 Budget	-\$30,000
FY2024 Estimated Savings / (Overage) from Budget	\$0
Projected Unassigned Fund Balance @ 6/30/2024	\$33,274

a.

G. PUBLIC COMMENT

1. Riche Colcombe
 - a. Asking about the Blackboard system, and why the SAU does not pay for it
 1. This is the mass notification system
 2. Everyone pays for a portion of the service.

H. ACTION ITEMS

1. Meeting Minutes – October 27, 2022
 - a. Bober moved to amend the Meeting Minutes – October 27, 2022 as discussed. Plater seconds. Motion passed 6.34-0-.66 (Stosse and Bosse abstained)
 - b. Roll Vote

Hillsboro-Deering School Board

Christopher Bober - Yes

Washington School Board

Paul Plater- Yes
Heidi Welch- Yes
Michael Kenney - Yes
Arin Mills- Yes
Danielle Moore- Yes
Eric Hodges - Yes
Tyler Garvin - Yes
Laura Botelho - Yes

Windsor School Board

Cynthia Stosse- Abstained
Karen Turbyne - Yes
Becky Bosse - Abstained

2. Approve FY24 SAU #34 Budget for Assessment to School Districts

- a. Kenney moved to Approve FY24 SAU #34 Budget for Assessment to School Districts as presented. Stosse seconds. Motion passed 7-0-0
- b. Roll Vote

Hillsboro-Deering School Board

Christopher Bober - Yes
Paul Plater- Yes
Heidi Welch- Yes
Michael Kenney - Yes

Washington School Board

Arin Mills- Yes
Danielle Moore- Yes
Eric Hodges - Yse
Tyler Garvin - Yes
Laura Botelho - Yes

Windsor School Board

Cynthia Stosse- Yes
Karen Turbyne - Yes
Becky Bosse - Yes

3. Fund Balance Amount to Use as Revenue Source

- a. Stosse moved to approve the Fund Balance Amount to Use as Revenue Source in the amount of \$30,000 as presented. Bober seconds. Motion passed 7-0-0
- b. Roll Vote

Hillsboro-Deering School Board

Christopher Bober - Yes
Paul Plater- Yes
Heidi Welch- Yes
Michael Kenney - Yes

Washington School Board

Arin Mills- Yes
Danielle Moore- Yes

Windsor School Board

Eric Hodges - Yes
Tyler Garvin - Yes
Laura Botelho - Yes
Cynthia Stosse- Yes
Karen Turbyne - Yes
Becky Bosse - Yes

I. ADJOURNMENT

1. Moore moved to adjourn. Stosse seconds. Motion passed 7-0-0 @ 6:54pm
2. Roll Vote

Hillsboro-Deering School Board

Christopher Bober - Yes

Paul Plater- Yes

Heidi Welch- Yes

Michael Kenney - Yes

Washington School Board

Arin Mills- Yes

Danielle Moore- Yes

Eric Hodges - Yes

Tyler Garvin - Yes

Laura Botelho - Yes

Windsor School Board

Cynthia Stosse- Yes

Karen Turbyne - Yes

Becky Bosse - Yes

Respectfully Submitted,
Megan Shower

FINANCIAL SUMMARY REPORT

Fiscal Year: 2022-2023

SCHOOL ADMINISTRATIVE UNIT #34

From Date: 11/1/2022 To Date: 11/30/2022

Include pre encumbrance



Exclude inactive accounts with zero balance

Print accounts with zero balance



Filter Encumbrance Detail by Date Range

Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal	% Rem
10.0000.2320.100	SUPERINTENDENT SALARY	\$144,198.00		\$144,198.00	\$9,481.48	\$52,148.14	\$92,049.86	\$75,851.86	\$16,198.00	11.23%
10.0000.2320.102	BUSINESS ADMINISTRATOR	\$112,200.00		\$112,200.00	\$8,518.52	\$46,851.86	\$65,348.14	\$88,148.14	(\$2,800.00)	-2.50%
10.0000.2320.103	ADMINISTRATIVE STAFF	\$166,954.95		\$166,954.95	\$12,798.71	\$65,957.74	\$101,387.21	\$98,402.33	\$2,984.88	-1.78%
10.0000.2320.104	DIR OF CURRICULUM, INSTR & ASSESS	\$101,440.02		\$101,440.02	\$7,185.18	\$39,518.49	\$61,921.53	\$57,481.51	\$4,440.02	-4.38%
10.0000.2320.106	BOOKKEEPERS	\$110,981.79		\$110,981.79	\$9,838.15	\$43,731.35	\$67,250.44	\$79,143.44	(\$11,893.00)	-10.72%
10.0000.2320.107	DIR OF STUDENT SPT SERVICES	\$97,180.05		\$97,180.05	\$7,198.56	\$39,592.08	\$57,387.97	\$57,673.38	(\$85.41)	-0.09%
10.0000.2320.110	HEALTH INS BUY OUT	\$18,000.00		\$18,000.00	\$0.00	\$0.00	\$18,000.00	\$23,791.59	(\$5,791.59)	-32.18%
10.0000.2320.211	HEALTH INSURANCE	\$150,000.00		\$150,000.00	\$7,801.62	\$42,618.05	\$107,381.95	\$60,804.29	\$46,577.66	-31.05%
10.0000.2320.212	DENTAL INSURANCE	\$14,115.93		\$14,115.93	\$866.20	\$4,450.89	\$9,665.04	\$6,719.80	\$2,945.24	-20.86%
10.0000.2320.213	LIFE INSURANCE	\$2,000.00		\$2,000.00	\$125.34	\$488.06	\$1,511.94	\$1,000.80	\$511.14	-25.56%
10.0000.2320.214	LONG TERM DISABILITY INSURANCE	\$2,000.00		\$2,000.00	\$120.96	\$636.90	\$1,363.10	\$960.60	\$402.50	-20.13%
10.0000.2320.220	FICA & MEDICARE	\$56,071.08		\$56,071.08	\$4,100.69	\$21,413.06	\$34,658.02	\$34,019.17	\$638.85	-1.14%
10.0000.2320.221	403B	\$5,000.00		\$5,000.00	\$237.30	\$1,138.84	\$3,861.16	\$1,898.20	\$1,962.96	-39.26%
10.0000.2320.230	NH RETIREMENT	\$103,053.51		\$103,053.51	\$7,730.27	\$40,412.63	\$62,640.88	\$61,400.17	\$1,240.71	-1.20%
10.0000.2320.240	COURSE REIMBURSEMENT	\$5,000.00		\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	-100.00%
10.0000.2320.250	UNEMPLOYMENT COMPENSATION	\$750.00		\$750.00	\$0.00	\$0.00	\$750.00	\$368.13	\$381.87	-50.92%
10.0000.2320.260	WORKER COMP INSURANCE	\$5,000.00		\$5,000.00	\$0.00	\$0.00	\$539.89	\$0.00	\$539.89	-10.80%
10.0000.2320.260	PROF DEVELOPMENT & TRAINING	\$6,400.00		\$6,400.00	\$0.00	\$6,998.25	(\$598.25)	\$0.00	(\$598.25)	-9.35%
10.0000.2320.290	CONTRACTED PROFESSIONAL SERVICES	\$63,500.00		\$63,500.00	\$1,983.75	\$41,200.13	\$22,299.87	\$12,607.50	\$9,692.37	-15.26%
10.0000.2320.380	AUDIT & LEGAL FEES	\$10,000.00		\$10,000.00	\$0.00	\$1,110.70	\$8,889.30	\$0.00	\$8,889.30	-88.89%
10.0000.2320.430	EQUIPMENT REPAIRS & MAINT	\$500.00		\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	-100.00%
10.0000.2320.442	COPPER & EQUIPMENT LEASES	\$5,000.00		\$5,000.00	\$0.00	\$4,848.04	\$151.96	\$3,449.96	(\$1,298.00)	-85.96%
10.0000.2320.450	OFFICE RENTAL	\$40,000.00		\$40,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-0.00%
10.0000.2320.531	TELEPHONE	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$2,399.52	(\$2,399.52)	#DIV/0!
10.0000.2320.534	POSTAGE	\$4,000.00		\$4,000.00	\$117.00	\$266.00	\$3,734.00	\$3,795.98	(\$61.98)	-1.55%
10.0000.2320.540	ADVERTISING	\$1,100.00		\$1,100.00	\$0.00	\$1,025.00	\$75.00	\$0.00	\$75.00	-6.82%
10.0000.2320.550	PRINTING EXPENSE	\$400.00		\$400.00	\$0.00	\$329.06	\$70.94	\$174.46	(\$103.52)	-25.88%
10.0000.2320.580	TRAVEL	\$7,000.00		\$7,000.00	\$0.00	\$118.13	\$6,881.87	\$1,906.25	\$4,975.62	-71.08%
10.0000.2320.610	SUPPLIES	\$11,000.00		\$11,000.00	\$114.36	\$1,845.89	\$9,154.11	\$1,785.68	\$7,368.43	-86.99%
10.0000.2320.640	BOOKS & PERIODICALS	\$750.00		\$750.00	\$0.00	\$35.00	\$715.00	\$0.00	\$715.00	-95.33%
10.0000.2320.730	COMPUTER EQUIPMENT	\$2,000.00		\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	-100.00%
10.0000.2320.733	FURNITURE & FIXTURES	\$500.00		\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	-100.00%
10.0000.2320.810	DUES & FEES	\$8,625.24		\$8,625.24	\$0.00	\$7,019.82	\$1,605.42	\$0.00	\$1,605.42	-18.61%
10.0000.2320.840	BOARD CONTINGENCY	\$200.00		\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	-100.00%
10.0000.2320.890	ACADEMIC RECOGNITION	\$5,000.00		\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$2,050.00	\$2,950.00	59.00%
Grand Total:		\$1,259,920.57	\$0.00	\$1,259,920.57	\$78,178.09	\$507,844.22	\$752,076.35	\$655,832.76	\$96,243.59	7.64%

End of Report

SAU #34 Proposed FY 2023-2024 Budget

	EXPENDITURES	FY 2020 Actual	FY 2021 Budget	FY 2021 Actual	FY 2022 Budget (Alt)	FY 2022 Actual	FY 2023 Budget	Proposed FY 2024 Budget	Proposed vs 2023	Percentage Difference	Alternative 2024 Budget
100	SUPERINTENDENT SALARY	\$161,164	\$139,999	\$139,900	\$144,198	\$160,724	\$144,198	\$128,000	(\$16,198)	-11.23%	\$128,000
101	ASSISTANT SUPERINTENDENT	\$123,882	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	\$0
102	BUSINESS ADMINISTRATOR	\$105,825	\$102,500	\$82,290	\$102,500	\$111,939	\$112,300	\$117,300	\$5,100	4.55%	\$117,300
103	ADMINISTRATIVE STAFF	\$153,272	\$158,554	\$159,314	\$158,801	\$164,944	\$166,955	\$173,709	\$6,754	4.05%	\$169,785
104	DIRECTOR OF CURRICULUM, INSTRUCTION & ASSESSMENT	\$91,800	\$96,554	\$96,554	\$99,451	\$99,451	\$101,440	\$98,940	(\$2,500)	-2.46%	\$98,940
105	DIRECTOR OF STUDENT SUPPORT	\$0	\$92,500	\$92,000	\$95,275	\$111,913	\$97,181	\$99,125	\$1,945	2.00%	\$99,125
106	BOOKKEEPERS	\$101,492	\$105,221	\$107,691	\$105,211	\$95,275	\$110,982	\$130,161	\$19,179	17.28%	\$125,155
108	FINANCIAL CLERK	\$7,179	\$23,355	\$0	\$23,355	\$0	\$0	\$0	\$0	0.00%	\$0
110	HEALTH INS BUY OUT	\$27,000	\$18,000	\$18,000	\$9,000	\$18,000	\$18,000	\$24,000	\$6,000	33.33%	\$18,000
211	HEALTH INSURANCE	\$108,342	\$161,238	\$133,537	\$161,238	\$134,772	\$150,000	\$107,000	(\$43,000)	-28.67%	\$150,000
212	DENTAL INSURANCE	\$11,098	\$12,500	\$12,553	\$13,425	\$12,543	\$14,116	\$11,432	(\$2,684)	-19.01%	\$14,116
213	LIFE INSURANCE	\$1,403	\$2,000	\$1,182	\$2,000	\$1,179	\$2,000	\$1,345	(\$655)	-32.75%	\$2,000
214	LONG TERM DISABILITY INSURANCE	\$1,707	\$2,000	\$1,491	\$2,000	\$1,592	\$2,000	\$1,644	(\$356)	-17.80%	\$2,000
220	FICA & MEDICARE	\$55,431	\$56,400	\$50,595	\$47,367	\$55,764	\$56,071	\$57,163	\$1,092	1.95%	\$56,480
230	NH RETIREMENT	\$74,253	\$84,500	\$75,779	\$99,186	\$104,066	\$103,054	\$101,101	(\$1,953)	-1.89%	\$103,806
235	403B	\$0	\$0	\$0	\$0	\$0	\$5,000	\$5,000	\$0	0.00%	\$5,000
240	COURSE REIMBURSEMENT	\$0	\$5,000	\$1,650	\$5,000	\$11,306	\$5,000	\$5,000	\$0	0.00%	\$5,000
250	UNEMPLOYMENT COMPENSATION	\$474	\$750	\$472	\$750	\$282	\$750	\$750	\$0	0.00%	\$750
260	LIABILITY & WORKER COMP INSURANCE	\$4,324	\$5,000	\$4,342	\$5,000	\$3,400	\$5,000	\$5,000	\$0	0.00%	\$5,000
290	PROF DEVELOPMENT & TRAINING	\$6,164	\$8,400	\$2,706	\$8,400	\$6,430	\$6,400	\$7,200	\$800	12.50%	\$6,400
330	CONTRACTED PROFESSIONAL SERVICES	\$30,418	\$35,500	\$65,219	\$35,500	\$33,050	\$63,500	\$65,000	\$1,500	2.36%	\$63,500
380	AUDIT & LEGAL FEES	\$9,958	\$9,000	\$9,000	\$9,000	\$6,953	\$10,000	\$10,300	\$300	3.00%	\$10,000
430	EQUIPMENT REPAIRS & MAINT	\$0	\$2,500	\$0	\$2,500	\$614	\$500	\$500	\$0	0.00%	\$500
442	COPPER & EQUIPMENT LEASES	\$11,986	\$12,000	\$20,480	\$12,000	\$10,527	\$5,000	\$5,100	\$100	2.00%	\$5,000
450	OFFICE RENTAL	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$0	0.00%	\$40,000
531	TELEPHONE SERVICES	\$14,788	\$16,500	\$12,621	\$16,500	\$6,303	\$7,000	\$2,400	\$2,400	#DIV/0!	\$0
534	POSTAGE	\$3,454	\$4,000	\$3,544	\$4,000	\$3,336	\$4,000	\$4,000	\$0	0.00%	\$4,000
540	ADVERTISING	\$6,906	\$1,100	\$3,144	\$1,100	\$2,009	\$1,100	\$2,000	\$900	81.82%	\$1,100
550	PRINTING EXPENSE	\$0	\$400	\$187	\$400	\$309	\$400	\$400	\$0	0.00%	\$400
580	TRAVEL	\$3,118	\$7,000	\$1,028	\$7,000	\$3,013	\$7,000	\$7,000	\$0	0.00%	\$7,000
610	SUPPLIES	\$10,544	\$9,000	\$9,895	\$9,000	\$7,079	\$11,000	\$12,000	\$1,000	9.09%	\$11,000
640	BOOKS & PERIODICALS	\$155	\$750	\$114	\$750	\$742	\$750	\$750	\$0	0.00%	\$750
730	COMPUTER EQUIPMENT	\$1,741	\$1,500	\$16,912	\$1,500	\$1,419	\$2,000	\$2,000	\$0	0.00%	\$2,000
733	FURNITURE & FIXTURES	\$495	\$1,000	\$386	\$1,000	\$0	\$500	\$1,000	\$500	100.00%	\$500
810	DUES & FEES	\$5,780	\$7,700	\$11,520	\$7,700	\$6,711	\$8,625	\$8,625	(\$0)	0.00%	\$8,625
840	BOARD CONTINGENCY	\$0	\$200	\$0	\$200	\$0	\$200	\$200	\$0	0.00%	\$200
890	ACADEMIC RECOGNITION	\$1,946	\$5,000	\$1,770	\$5,000	\$0	\$5,000	\$0	(\$5,000)	-100.00%	\$5,000
	Total Expenditures	\$1,176,099	\$1,227,621	\$1,175,876	\$1,235,307	\$1,215,643	\$1,259,921	\$1,235,145	(\$24,776)	-1.97%	\$1,266,432