

BURLINGTON SCHOOL DEPARTMENT  
SCHOOL BOARD MEETING  
DECEMBER 5, 2017 @ 5:45PM  
BURLINGTON TOWN OFFICE  
**MEETING MINUTES**

School Committee Members:

Maureen Bean, Chair

Suzi Morton

Marie Sutherland

1. Call to Order
  - a. The meeting was called to order at 5:49PM by Board Chair, Maureen Bean.
2. Adjustments to the Agenda
  - a. None
3. Public Comment
  - a. None
4. Approval of Minutes, 11/7/17
  - a. A motion was made by Marie Sutherland, and seconded by Suzi Morton, to approve the minutes from 11/7/17, barring any errors or omissions.
    - i. Yes: 3      No: 0
5. Warrant approval and signing
  - a. The warrant was signed for a total of \$19,310.11. We have received the first quarter debt service invoices from SAD31. We have yet to see a tuition invoice from either district, which is reasonable due to the issues with the state student certification system.
6. Financial Report
  - a. The superintendent shared the November budget report.
  - b. We will have a much better idea of our financial situation once we receive our tuition invoices. At that time, the superintendent will review the overall budget with the school board.
  - c. Special education costs are rising- this could also impact our overall budget both this year and next.
  - d. We would like to review our first FY19 budget draft during our February school board meeting.
7. Superintendent Report
  - a. Superintendent shared that we should receive our draft state subsidy amounts in February, but our goal is to have a draft expenditure budget by our February meeting.
  - b. The new CTE subsidy allocation funding change was shared with the committee. More information to come as the DOE decides how that

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allocation will change in the future. Very concerned about the impact on assessment and tuition changes to high schools.

- c. Mailer: In order to send out a mailer, we must have 3 pages. The superintendent will figure out one more page, along with a page from the town and the weather information letter to send out. Once we have that, Maureen and Suzi said they would fold and mail out.

8. Annual Certification of Superintendent

- a. The School Committee is very happy with how things are going.
- b. The contract of the current superintendent will be extended another year, through June of 2019. The salary will be \$5,000 with an additional \$1,000 stipend to support the amount of work that comes with a newly withdrawn district.

9. Future Meeting Dates

- a. Our next meeting will be: January 16th, 2018, at 5:45PM due to the holiday break.
- b. Our next meeting will get back on schedule: February 6th, 2018.

10. Adjourn

- a. A motion was made by Marie Sutherland, and seconded by Suzi Morton, to adjourn.
  - i. Yes: 3                      No: 0                      Time Adjourned: 6:45PM

Respectfully Submitted,

  
Dawn C. Pray  
Superintendent