

**UPPER VALLEY SPECIAL EDUCATION BOARD MEETING**  
**Thursday, August 11, 2016**  
**10:00 a.m. – Chase Building Conference Room**

**PRESENT:** Linda Lutovsky, Mike O'Brien, Jack Maus, Darren Albrecht, Kirk Ham, Jeff Manley, Dan Juve.

Vice President Manley called the meeting to order.

**SECRETARY'S REPORT:** **MSC:** O'Brien-Albrecht to approve minutes of the July meeting as written.

**TREASURER'S REPORT:** **MSC:** Maus-O'Brien to approve the July 31<sup>st</sup> Treasurer's Report as presented.

**JULY BILLS:** **MSC:** Maus-Ham to approve all bills presented. Check numbers include 17017-17043 and direct deposit stub number 35507. Total July expenditures to date: \$40,543.72.

**STAFFING UPDATES:** Juve reported Chelsea Routier turned down a position with Upper Valley, however Nancy Bailey has agreed to take one of the open positions at Century Elementary. Juve will continue searching to fill the last opening at Century Elementary. **M/S:** O'Brien to approve Bailey's 2016-2017 contract. Juve also reported that he received a resignation from Shelley McDonald, Park River Job Coach. Juve is also searching for a replacement for that position.

**2015-2016 ANNUAL FINANCIAL REPORT:** Grinde presented the annual financial report for review. Discussion followed. **M/S:** O'Brien-Albrecht to approve the 2015-2016 financial report as presented. Motion carried unanimously by roll call vote.

**PROJECTED 2016-2017 GENERAL FUND BUDGET AND ASSESSMENTS:** Grinde presented the general fund budget for final review. The budget projects a \$323,749 deficit which the interim fund will cover. The proposed 2016-2017 assessments reflect an overall increase of \$75,000. Discussion followed. **M/S:** Maus-O'Brien to approve the proposed budget and assessment calculations. Motion carried unanimously by roll call vote. Grinde will now send out the proposed budget to member districts for approval.

The meeting was adjourned.

**THE NEXT MEETING WILL BE FRIDAY OCTOBER 16, 2016 AT THE CHASE BUILDING CONFERENCE ROOM.**

Respectfully submitted,

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Renae Grinde, Business Manager

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Roger Abbe, Board Chairman

