

SAU #35 EXECUTIVE BOARD  
AHEAD CONFERENCE ROOM  
260 COTTAGE STREET, 1<sup>st</sup> FLOOR  
LITTLETON, NH 03561

DATE: October 2, 2018  
TIME: 5:30 PM

## AGENDA

### CALL TO ORDER

- I. PUBLIC INPUT
- II. APPROVAL OF MINUTES OF THE SEPTEMBER 4, 2018 MEETING
- III. SUPERINTENDENT'S REPORT
  - a. Staffing Update
  - b. SAU Treasurer Appointment
  - c. Setting of Budget Hearing Date
  - d. Superintendent Evaluation Process
  - e. Job Description for First Reading
    - i. HR and Business Manager Assistant Job Description
  - f. Job Descriptions for Second Reading
    - i. Payroll Clerk Job Description
    - ii. Accounts Payable and Grants Bookkeeper Job Description
  - g. General Information
- IV. APPROVAL OF BILLS/FINANCIAL REPORT
  - a. Financial Report
  - b. Proposed 2019-2020 Budget, Preliminary Review
  - c. E-Rate Consultant Approval
  - d. General Information
- V. NON-PUBLIC SESSION AS PER RSA 91A:3, I, II (if needed)
- VI. OTHER BUSINESS
- VII. ADJOURNMENT