

**SAU #35 EXECUTIVE BOARD
AHEAD CONFERENCE ROOM
260 COTTAGE STREET, 1st FLOOR
LITTLETON, NH 03561**

**DATE: September 4, 2018
TIME: 5:30 PM**

AGENDA

CALL TO ORDER

- I. PUBLIC INPUT
- II. APPROVAL OF MINUTES OF THE JUNE 5, 2018 MEETING
- III. SUPERINTENDENT'S REPORT
 - a. Staffing Update
 - b. Job Descriptions for First Reading
 - i. Payroll Clerk
 - ii. General Bookkeeper
 - c. Job Description for Second Reading
 - i. Administrative Assistant/Human Resources Coordinator
 - d. Regional Education Funding Forum September 6, 2018
 - e. Opening Day Enrollment Report
 - f. SAU 35 Goals
 - g. General Information
- IV. APPROVAL OF BILLS/FINANCIAL REPORT
 - a. Employer Retirement Obligations Actuary Study
 - b. Audit Engagement Letter
 - c. Bank Change Request
 - d. General Information
- V. NON-PUBLIC SESSION AS PER RSA 91A:3, I, II (if needed)
- VI. OTHER BUSINESS
- VII. ADJOURNMENT