

SCHOOL ADMINISTRATIVE UNIT THIRTY-NINE

Amherst, Mont Vernon, and Souhegan Cooperative School Districts



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Interim Superintendent of
Schools

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Assistant Superintendent

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Business Administrator

MEMORANDUM

TO: Peter Eckoff, Chair, Mont Vernon School Board
Members, Mont Vernon School Board

FROM: Steven M. Chamberlin, Interim Superintendent of Schools

SUBJECT: Facility Committee Formation Information – Draft

DATE: April 26, 2023

Executive Summary

This memorandum provides a sketch of the establishment of a Mont Vernon Facility Committee.

Background Information/Introduction

On March 28, the following articles was approved:

Article 4. Shall the Mont Vernon School District raise and appropriate the sum of up to sixty thousand dollars (\$60,000) for the purpose of developing an Architectural and Engineering Study including a conceptual design, program study, cost estimate, and site review for a renovation/addition to the Mont Vernon Village School. This sum is to come from the June 30, 2023 unassigned fund balance (surplus) available for transfer on July 1, 2023. No amount to be raised from new taxation. This special article is a special warrant article per RSA 32:3, VI (d) and RSA 32:7, V. Majority vote required. Recommended by the Mont Vernon School Board (5-0) Estimated new tax impact of passing this article is: \$0.00 per thousand Estimated new tax impact of not passing this article is: -\$0.18 per thousand.

As of March 31, the unassigned fund balance is expected to fund this article. These funds would come available after July 1, 2023.

Draft Facility Committee Charge

To Coordinate implementation of the Article IV funds including but not limited to:

- Procuring a vendor
- Developing the scope of the Architectural and Engineering Study
- Collecting information to support the study
- Informing the community at each stage of the study
- Making recommendations to the Mont Vernon School Board

Draft Facility Committee Membership*

- Two Board Members
- Business Administrator
- Facility Director
- Superintendent/Asst. Superintendent
- Principal

- Teacher
- Member of the Support staff
- Two Community Members

*Linking members to the Middle School Study Committee would be advised.

Requested Board Action

1. To provide input/feedback on the draft
2. To approve the charge and committee membership at the June 1, 2023, School Board Meeting