RSU #38
BOARD OF DIRECTORS

BOARD CHAIR
SHAWN RODERICK

WENDY BROTHERLIN
PATRICIA CLARK
KRISTIN DUBOIS
NOAH EASTER
DAVID GUILLEMETTE

BOARD VICE CHAIR
LESLIE MARCO

DANIEL HOLMAN
BRIAN TARBUCK
DAVID TWITCHELL
CHAD WIGHT

Budget Committee Meeting Agenda
December 10, 2025
5:15-6:15 p.m. at Central Office

Board Members: Wendy Brotherlin, Leslie Marco, Brian Tarbuck, David Twitchell

Administrators: Interim Supt. Karen Smith, Finance Director, Mandy Fitzgerald

1. **Budget Committee Roles and Responsibilities***
2. **Appoint Chair and Spokesperson**
3. **Review Rollover Budget**
4. **Review Proposed Meeting Schedule**

   Wednesday Evenings at 5:15-6:15 pm
   - January 7, 2026 @ MS Media Center
   - February 4, 2026 @ MS Media Center
   - February 25, 2026 @ Central Office
   - April 1, 2026 @ MS Media Center

***Attachments**

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BUDGET COMMITTEE ROLES AND RESPONSIBILITIES

Title: School Board Budget Committee (10/16/24)

Purpose: To oversee and manage the budgetary processes of the school district, ensuring fiscal responsibility and alignment with educational goals.

Roles & Responsibilities:

- Review initial budget proposals
- Identify potential cost-saving measures as needed
- Collaborate with school administrators and department heads on budget needs
- Ensure alignment with the RSU #38 budget goal
- Report budget recommendations to the full school board
- Communicate complex financial information clearly
- Commit to transparency and ethical financial management
- Establish trust with the entire Board of Directors
- Consider long-term financial implications and help develop multi-year plans and projections
- Recommend policy changes to improve fiscal management where needed.
- Ensure the district complies with state and federal regulations governing school finance.

Membership: The Finance Subcommittee shall consist of 4 board members appointed by the board chair. The Superintendent and Finance Director will serve as ex officio members. All board members are welcome to attend.

Meetings:

- Monthly meetings (1 to 2 hours or more per month during budget season)
    - 5:30 to 6:30 Wednesday before business meeting
- Additional time for research and preparation as needed
- Notes will be recorded and presented to the board. Spokesperson(s) will be named and be responsible for reporting out to the full board.
- Meetings will be open to the public.