

Call to Order: The meeting was called to order at 6:00 PM. Present: School Board Members Joseph Saulnier, Beth Paris, Melissa Sytek, Michelle Couture and Janice Arsenault; Superintendent of Schools Tina McCoy; Business Administrator Marjorie Whitmore; Safety and Facility Director Todd Ledoux; Before and After School Program Coordinator Patrick Arsenault; Food Service Director Judy DiNatale.

Proof of Posting: It was noted that the meeting was properly posted.

Pledge of Allegiance: All those in attendance stood and recited the Pledge of Allegiance.

2020-2021 Budget Work Session: Department Presentations:

Before School Program and After School Program:

Janice Arsenault recused herself from the presentation. Patrick Arsenault presented the Expenditures by Object Codes documents for both the Before School Program and After School Program, as found in the meeting agenda, with the Board.

Mr. Arsenault suggested that the before school program Assistant Director be changed to just BSP Assistant. Since the Before School Program is a new program, the district is unsure of the revenue to be gathered. If the district has the data support an increase in revenue, they can make that change as appropriate. Tina McCoy stated that she would like a snapshot of what Septembers actual numbers were. Marjorie Whitmore stated that those numbers could be found in last months financials.

In regards to the After School Program, the LRES and IHGMS after school aides, should be labeled group leaders not aides. There has been an increase in student transportation and a decrease in supplies which left a bottom line of the same amount as last year. Mr. Arsenault stated that there would be grant money coming in addition for the purchase of supplies.

Joe Saulnier stated that based off the September numbers, if the trend continues, we could expect over \$50,000 in revenue.

After this year, there will be 2 more years in the grant. In order to requalify for the grant, the District would need to show 30% or more students in the free and reduced lunch program at the elementary school.

Food Service:

Marjorie Whitmore and Judy DiNatale presented the Expenditures by Object Codes for Food Service as found in the meeting agenda. There is an increase in the line for food workshops since there has been more participation. Lease/Rental MS and HS vending costs have been taken out as we now own the machines. There is an increase in vending lines in order to put food into the machines. Beth Paris asked why the propane was so much less at the elementary

school. Judy DiNatale stated that the boiler for their steamer is electric at the elementary school, it is gas fired at IHGMS and RHS.

Joe Saulnier asked if there was anywhere in here that reflected the transfers into food service from the general fund. Marjorie Whitmore stated that currently it can be found in the district budget, but she has been speaking with Ron about adding a "transfer from general fund" under the revenue line to make things more transparent moving forward.

Facilities:

Todd Ledoux and Marjorie Whitmore presented the Expenditures by Object Codes for Maintenance as found in the meeting agenda. There was a decrease for the office staff line, as her lines have been moved into finance district wide. This more appropriately reflect the roll this staff member has in the district.

Joe Saulnier asked why the middle school health insurance line went down. This is due to new hires taking a different insurance option than previous employees.

Repair lines are a bit higher as the SAU needs a new fire alarm system. At the Elementary School there are average repairs, plus repairs for doors and cameras. IHGMS has money allocated for pod maintenance, and installing an additional door for unused office upstairs. At the High School there is a large increase to be used towards a new day tank, which holds fuel. The interpretation of the State regulations have changed for the day tank and ours is no longer appropriate.

IHGMS grounds increase is to cover the cost of new steps from the upper to lower fields behind the building.

Electricity is 5% increase over 2 year average.

Joe Saulnier asked about the RHS oil line appearing so much higher than the other schools. Marjorie Whitmore will double check that number.

RHS software line has \$800 is to cover the cost of a control system. New equipment line for Grounds has funds for a new mower for the new groundskeeper.

Beth Paris wished to congratulate Todd on how ALICE is done in the district. This district has not had the kind of issues that other districts have in regards to chaotic drill days.

Janice Aresnault stated that after looking out the window of the middle school the other day, she felt that the grounds have never looked better.

District Expenditures:

Marjorie Whitmore presented the Expenditures by object codes district wide as found in the meeting agenda.

The lines for REA course are driven by the CBA as well as REA workshop and RESS workshop. District Wide unemployment is a 3.5% increase. District Wide workers compensation is 3% over 18-19 actuals. Flex spending is decreased slightly based on enrollment. District Wide professional development has been decreased by \$5,000. Janice Arsenault asked to clarify

what this money would be used for. This would be used to provide in service days for staff members.

Legal increased by \$5,000 based on last few years actuals. The line for other services includes PR firm per the strategic plan.

At the advice of the district attorney, they have added \$1 to the architect line in case the need to spend money from that line should ever arise.

Joe Saulnier asked why interest on the bonds was going up instead of down since the principal is going down, as well as the rate. Marjorie Whitmore will look into the actual payment schedule. Special Initiative for a Part-Time Human Resources Assistant presented by Tina McCoy as found in the meeting minutes. This person will mainly help with induction, but assist the human resources manager with many duties. They would maintain the induction folders and make appointments so that new hires can meet with the right people, as well as following up with people once in the district for a little while. This would be a part time, non benefited position. Janice Arsenault wished to clarify that there are no benefits to this, but there are things like social security. Janice Arsenault asked how many employees are in the district. An accurate number will be provided for the next meeting, though it is over 200.

Joe Saulnier asked if we can put more of that responsibility on to the school specific staff or replace with better software.

Beth Paris stated that one person for over 200 employees is a lot and software is expensive. Janice Arsenault and Michelle Couture are in favor of the position. Janice Arsenault also stated that it's not a lot of money for all that is accomplished by adding the position.

Discussion/Deliberation:

The Board reviewed the Summary of Proposed Budget initiatives as found in the October 21st Meeting Agenda.

Initiative 1: LRES- Elementary Education additional classroom teacher: This will not be put in the budget. There will be staff shifting as previously discussed instead.

Initiative 2: LRES Preschool Coordinator: The Board is still waiting for some answers to questions. Hopefully a number will be available to the Board before the weekend.

Initiative 3: District Curriculum- STEM program: Joe Saulner is for the program, as well as Michelle Couture and Beth Paris.

Initiative 4: Part Time Human Resources Assistant: a unanimous yes.

Initiative 5: Database manager: the position needs a different name. Michelle Couture is for it, as well as Joe Saulnier. The Board believes this position also needs to be someone to help teachers with technology integration. Beth Paris is in support, as well as Janice Arsenault.

Initiative 6: District Technology Enhancements: Beth Paris stated that they are both great, but if comes down to picking one over another, the checking in and out of the building is more important. If costs need to be cut, she believes they should cut the student monitoring software.

Michelle Couture feels that those programs would help address other requirements. She is concerned about who alerts would go out to and what is the expectation for responding to things students are doing if it is 2am. They would need to be reasonable about their expectations for monitoring. There are still logistics to work out with Gaggle and Go Guardian as this could end up being a liability. The Board is on board with the door software, Go Gate Guardian.

Update from Marjorie Whitmore: After removing the 3% increase for Tina McCoy, MS LA supplies removed (-\$1,590), MS inclusion misclassified (with no budget effect), reduced special ed transportation line (-\$19,817), reduced HS special ed private out of district placement (-\$79,568), separated out DW SPED Equipt (no effect to budget), moved teacher from IHGMS to LRES (no budget effect), added \$12,000 to PLATO supplies: there was an overall decrease of the budget of \$93,265. Now \$80,168 under August projection for the budget.

Still need to check RHS oil number, as well as some answers to questions.

Health insurance rates from school care will come in November. Right now the budget reflects a 10% increase.

Joe Saulnier asked how many new RESS employees we have that now take insurance.

Joe Saulnier asked that next Wednesday there is a discussion about the possible LRES 4th grade move as well. This could be a labor intensive move: estimation of hiring someone to help if necessary. Any maintenance costs associated with move to IHGMS as well.

Tina McCoy stated that the forum tomorrow is to get perspective on the advantages and disadvantages. The final decision will be made later at a Board meeting. Joe Saulnier doesn't want it incorporated in the budget. The Board will discuss what was learned to the meeting next Wednesday. Michelle Couture asked: should we have a line item for moving expenses with at least a dollar in the budget because of what the lawyer suggested in another situation (needing at least a dollar in the line to spend from that line).

Tomorrow night (10/23/19) 6:30PM at middle school: a discussion to move the 4th grade to the middle school.

Adjournment:

MOTION: Michelle Couture moved to adjourn the meeting at 7:20 PM, seconded by Janice Arsenault. Voted unanimously in the affirmative.

Respectfully Submitted,

Brittany LHeureux
School Board Clerk