

Budget and Finance Committee Meeting

11/10/2020

Called to Order: 5:07pm

In Attendance: Steve Carr, Holly Whitmore, Charles Baker, Jr., Susan Smith, and Kelly Theriault (remote)

Superintendent Smith confirmed the minutes of July organizational meeting of the Board stating Budget and Finance Committee members are Steve Carr, Holly Whitmore, and Charles Baker, Jr., and Cherie Faulkner is the alternate while Mr. Baker was out of the area.

Financials

- No concerns with cost centers. Hot lunch looks good even though it is showing in the red right now. \$31,000 in subsidy waiting for processing. We were approved for the equipment grant and will cover the cost of the milk cooler. Meal counts are good, breakfast numbers are still increasing. Increases are likely due to free meals for all students program.

Substitute Pay/Minimum Wage

- Minimum wage changes to \$12.15 in January 2021, no hourly concerns. Current sub pay is \$90 per day which is a bit higher than minimum wage. (Kelly collected sub rates from others schools, most were \$84-\$95 per day.) Earned paid leave is a new law going into effect in the new year. Susan stated as we start to review employee handbooks and negotiate the next teacher contract, earned paid leave will need to be reviewed closely. Subs who work more than 120 days will earn paid leave. Holly understood the law to read paid time leave would need to be used in the same year and does not roll into another year. Kelly Theriault has attended webinars with Brann and Isaacson regarding paid earned leave and said earned paid leave cannot be denied.

Policy DJ-R

- Policy DJ-R required Budget and Finance Committee review. One small change on pg. 14, section IX per food service review. Food service items are no longer exempt from the bid process.

Irving/Propane

- In the past we purchased propane for the bus garage through Ned Jennings, landlord of bus garage. He approached Mr. Morgan about purchasing bulk propane for Holden School. A verbal agreement was made and bills came in for \$1,249 plus tax. The agreement was \$1,219 with no tax. We sent Mr. Jennings an agreement which he signed. Bills are now coming in at 1,219. We will go out to bid in the spring. RH Foster is charging \$1.54 per gallon for the propane we use for the kitchen stoves.

Personnel

- Few new names on Board agenda. We are fully staffed at this time.

Facilities/Transportation

- Asbestos abatement starts Wednesday, November 11, 2020. No leaks in any school roofs right now. Jake will do Transportation presentation at the Board meeting. One bus run got crowded and has been divided up. Jake is keeping a close eye on another run.

CRF Update

- All CRF 1 and CRF 2 funds have been encumbered. We had approximately \$20,000 uncommitted. Administrators were asked about last requests and we are working with LL Bean for outdoor clothing for students. Holly asked if there was a possibility to get more playground equipment. Susan said vendors could not get equipment to us by December 31st. The Rec Department has approached Mr. Spencer about having an ice rink at one of the schools. Susan reached out to our insurance company for guidance.

Other

- January will begin the timeline for starting the FY22 budget. We expect cuts from the state for next school year. We are currently working on the Property and Casualty checklist for insurance discount.

Next Meeting

- Tuesday, December 15, 2020 @ 3:00pm

Meeting Adjourned: 5:50pm

*After the meeting adjourned, Susan was asked to track time used (Susan, Shelley, and Lawyer) for the SRRF Resolution.

Minutes Approved: December 14, 2020