

Finance/Budget Committee Minutes

March 02, 2020

Superintendent's Office 6:30 PM

Members Present: Bill MacDonald, Robin McNeil, Corinna Caron, Ryan Parker, Mark Guzzi, Don Mendell

Members Absent: Leland Youngberg (excused), Charles Cossar (excused)

Others Present: Mike Hammer, Joe Chadbourne, Dean Cray, Lori Merrow, Laura Donahue, Frannie Rogers, Maxine Pare, Suzanne Nowinski

I. **Public Comment** - None

II. **Budget Review**

A. Transportation

Dean and Joe presented the proposed Transportation budget for 2021. As proposed, this budget has an increase of \$185,000. This budget includes 2 additional van drivers from the prior budget and a reduction of a private driver. Additional transportation requests from Special Services is driving an increase in demand for van use. It also includes a request for a mechanic helper for 20 hrs a week to assist with bus maintenance. Health Insurance costs are up due to increased District contribution being negotiated with the Transportation Association. Proposed an increase of \$15,000 to supplies reflecting the spending level of the current year. Bus/Van purchases are up by \$60,000; this is based on buying a 9 passenger van outright, and not financing, along with the District's portion of purchasing a bus under the Volkswagen Settlement Grant that we were awarded.

B. Improvement of Instruction

Lori and Joe presented the Improvement of Instruction budget. The proposed budget reflects an increase of \$95,000. Two areas are the primary reason for this increase, Stipends and Professional Credits. Stipends are up roughly \$38,000 due to the new teacher contract allowing for a District paid National Board Certification stipend and increasing the Mentor stipend from \$125 to \$500 per mentee. There was also an increase in stipends for the Student Intervention

Team Committees to reflect current team counts. The proposed budget also reflects a \$57,000 increase in Professional Credits. This year we will spend the full \$75,000 budgeted plus an additional \$80,000 covered through Title funding. Lori is projecting that she will be able to cover less than half what she contributed this year to professional credits leaving the District to pick up more cost.

C. Debt Service

Joe discussed Debt Service. In the current budget we made the final payment on a school renovation loan that will reduce the budget by roughly \$17,000. New in this year's budget is the first principal payment on the 2nd bond for the MS/HS along with an additional interest payment on the new bond.

D. System Administration

Joe and Mike discussed the budget for System Administration. A major change in this budget was the payoff of the general obligation bond (using fund balance) eliminating this item from next year's budget. Joe made a proposal to replace the District's financial software system creating an increase in the Business Office budget by roughly \$62,000. This is a one time system conversion and setup cost. Current system is reaching its end of life and no enhancements are available. An end of life date for the current software is expecting soon where this product will no longer be supported. Rate adjustments were requested for the Business Manager, Payroll Specialist and Human Resource Specialist positions adding roughly an additional \$3,500 to the budget.

III. **Other**

None

IV. **Adjournment**

The meeting was adjourned at 8:40 pm.

Respectfully submitted,

Joe Chadbourne, Business Manager