

**MAINE REGIONAL SCHOOL UNIT #50
REGULAR BOARD MEETING
AUGUST 10, 2020
MINUTES
SOUTHERN AROOSTOOK COMMUNITY SCHOOL
6:30 P.M.**

Board members present: Danny Barrows, Barbara Burton, Laura Farnsworth, Kasandra Foster
Larry Greenlaw, Carman Lilley, Stephen Porter, Greg Ryan and Paula Stevens

Others present: Staff - April Bates, Elaine Small, Holly Vining and Janet Vose.
Lisa Bates, Heather Swallow, Sarah Williams and Tera York attended remotely.

1. The meeting was called to order by the Chair at 6:35 p.m. and a quorum declared; the Flag salute followed.
2. The Minutes of the Regular Board Meeting of July 20, 2020 were approved.
Moved to approve by: Greg Ryan
Seconded by: Laura Farnsworth
Vote: 8 yes, 1 abstention
3. Time Period to Hear from Citizens: None
4. Adjustment(s) to the Agenda: It was Moved by Greg Ryan, Seconded by Laura Farnsworth and Voted: Unanimously to accept the following adjustments to the agenda: an additional retirement; an additional policy to be acted on; additional positions to be added due to Covid-19; add item 9 h. to change the library tech position to a full-time Librarian position for the coming school year.
5. Reports
 - a. Board Chair:
 - b. Board Vice-Chair:
 - c. Committee Reports –
 - Building & Grounds: N/A
 - Education: N/A
 - Finance – Holly brought the Committee up to date with end of year, capital improvement projects and Corona Virus relief funds.
 - Negotiations: N/A
 - Policy: see policy updates under item 7.
 - Region II:
 - d. Principals: April presented information regarding the elementary school schedules and the tentative schedules for remote learning, as well. She addressed a multitude of concerns regarding student specials, lunch and playground/recess breaks, i.e., what classrooms will look like, what PPE is in place, class sizes, and social distancing inside and out.

- e. Special Services Director:
 - Janet will be meeting with her staff on Tuesday. She updated the Board with several samples of Individualized Remote Learning Plans and supplementary aids, services, modifications and support.
 - Thirteen families of special education students have requested remote learning; 4 will be homeschooled; 4 are undecided. -She shared her concerns about privacy issues with these students.
 - Work is being done for a Hybrid plan for physical therapy.
 - Special Education will be up for a review this year, also.
 - f. Business Manager: see Finance report.
 - g. Superintendent:
 - Jon read a letter from Barbara Binotto on behalf of the Island Falls Face Mask Project detailing a monetary gift and the remaining face masks which will be a gift to the school from that group.
 - Plans for opening school with various options were presented and discussed. A final draft for Board approval will be presented at the August 20, 2020 meeting. The RSU 50 COVID-19 Impact Determination was distributed.
 - The "COVID-19 Frequently Asked Questions" regarding sports was presented and discussed.
6. Announcement of Appointments, Transfers, Resignations, etc.
- Resignation from Ed. Tech., Trudy Long – effective August 31, 2020.
 - Trudy has been with the District for 31 years.
 - Resignation from Ed. Tech., Brenda Thompson – effective August 31, 2020.
 - Brenda has been with the District for 29 years.
7. First Reading of Policies:
- These policies require updating.
 - AC: Nondiscrimination/Equal Opportunity and Affirmative Action
 - ACAA: Harassment and Sexual Harassment of Students
 - ACAA-R: Student Discrimination/Harassment and Title IX Sexual Harassment Complaint Procedures
 - ACAB: Harassment and Sexual Harassment of School Employees
 - ACAB-R: Employee Discrimination/Harassment and Title IX Sexual Harassment Complaint Procedures
 - GCGA: Substitutes
 - Moved to accept the recommendations of the Policy Committee by:
 - Greg Ryan
 - Seconded by: Laura Farnsworth
 - Vote: Unanimous
8. Second Reading/Adoption of the Policies: None

9. Other Business – Old/New

- a. Request to adjust the school calendar for 2020-21 school year - to change three days, August 31, September 1, and September 2, to professional development days and change the number of student days from 175 to 172.
First student day will be September 3rd.
Moved to approve by: Greg Ryan
Seconded by: Laura Farnsworth
Vote: Unanimous
- b. Request for authorization to advertise and employ the following Covid-19 related positions for one-year:
Additional Special Education teacher
Additional grade 6 teacher
Bus driver/custodian
Night Time Custodian
Long term kitchen sub
Kitchen helper/Food delivery

Moved to authorize by: Greg Ryan
Seconded by: Laura Farnsworth
Vote: Unanimous
- c. Request for permission to join a cooperative boys' varsity soccer team with Houlton High School for Fall of 2020.
Moved to approve by: Greg Ryan
Seconded by: Kasandra Foster
Following a discussion, the Superintendent recommended that this item be tabled until more information on numbers and Fall Sports are forthcoming from the MPA.
Moved to table by: Greg Ryan
Seconded by: Carman Lilley
Vote: Unanimous
- d. Approval of the SACS Employee Handbook and COVID-19 Guidelines for Return to Work Rules and Expectations for all Employees for 2020-21 (enclosed)
Moved to approve by: Greg Ryan
Seconded by: Barbara Burton
Vote: Unanimous
- e. Review and acceptance of the bids for Bread and Milk for the Nutrition Program for FY21.
The Food Service Director recommends bread products be purchased from Bimbo Bakeries and milk be supplied from Houlton Farms Dairy.

Moved to accept the recommendations by: Greg Ryan
Seconded by: Laura Farnsworth
Vote: Unanimous

f. Nomination and Election of Chair and Vice-Chair of the RSU 50 School Board.

Nominations: Stephen Porter for Chair by Barbara Burton

Seconded by Greg Ryan

Vote: Unanimous

Nominations for Vice Chair: Laura Farnsworth by Greg Ryan

Seconded by Larry Greenlaw

Vote: Unanimous

g. Committee Appointments will remain as last year with the following additions:

New Appointments – Policy, Greg Ryan

Building & Grounds, Danny Barrows

Education, Paula Stevens

Region II, Carman Lilley

a. Permission to change the Library Tech position to a full time Librarian position.

Moved to approve by: Greg Ryan

Seconded by: Barbara Burton

Vote: Unanimous

10. Future Agenda Item(s)

Education Plan

Tuition students

Fall Soccer

11. Upcoming Meetings and Events

- | | |
|-----------------------------------|-------------------------------|
| - Budget Referendum Voting Day | August 18, 2020 |
| - Budget Validation Board Meeting | August 20, 2020 @ 6:30 p.m. |
| - Teacher Workshop Days | August 26, 27, 31 Sept. 1 & 2 |
| - First Student Day | September 3, 2020 |
| - Building & Grounds Comm. | September 3 @ 5:30 p.m. |
| - Policy Committee | September 14 @ 5:30 p.m. |
| - Finance Committee | September 14 @ 6:00 p.m. |
| - Regular Board Meeting | September 14 @ 6:30 p.m. |
| - Region II Board | September 15 @ 6:00 p.m. |

11. Adjournment:

The meeting was adjourned by unanimous decision at 8:30 p.m.

Respectfully Submitted:



Jonathan Porter, Superintendent
Regional School Unit #50

General Fund Fund Balance June 30, 2019 and 2020:

	<u>2019</u>	<u>2020</u>	<u>Change</u>
Unrestricted Fund Balance	\$278,424	\$454,297	\$175,873
Carry Forward – Budget	\$250,000	\$250,000	
Carry Forward – Siemens Project	\$150,000	\$100,000	(\$50,000)
Capital Reserve	<u>\$4,350</u>	<u>\$4,350</u>	
Total General Fund Net Assets	<u>\$682,774</u>	<u>\$808,647</u>	<u>\$125,873</u>

NOTE: -

Siemens project carry forward reduced for purchase of ventilators

Budget savings for FY 20 - \$175,873

Net increase to Fund balance \$125,873

State law caps undesignated fund balance at 3% of prior year budget; currently at 8.3% /auditors recommend 12-18%

Cash Balance

Ended the year with a healthy cash balance: \$903,213

- Roughly two months of cash flow
- Needed to stay afloat, especially without a budget, as towns are unable to assess taxes
- Assessments are trickling in and subsidy payments are current

Accounts Receivable

There was \$429,405 outstanding at year end:

School Revolving Renovations – Elementary Lift	\$20,195 #
Shared Services – RSU 89	\$31,624 #
Town of Crystal	\$35,805 *
Town of Hersey	\$7,303
Town of Island Falls	\$72,312
Town of Merrill	\$15,726 #
Town of Oakfield	\$106,415 *
Town of Smyrna	\$22,835 #

RSU 50
2019 Financial Year in Review
FY 2019-2020

21 st Century – ASP Grant	\$2,516 #
Title I	\$28,875 #
Local Entitlement	\$7,000
Title IIA/Teacher Quality Grant	\$15,426 *
Title V – Rural Achievement	\$127 #
Cole Grant	\$6,527
Tier III	\$5,804
School Nutrition Subsidy	\$50,915 #

#Collected in full

*Partially collected

\$244,434 has been collected to date

Prepaid Expenditures

Apptegy/website	\$9,550
FA Peabody/Paragon	\$28,831
Maine School Boards Assoc	\$1,859
MSMA Workers Comp	\$14,490
MSSA membership	\$785
NWEA Testing	\$4,137
Siemens Contract	\$41,058
OMNI Group	\$1,500
Tyler Financial Software	<u>\$17,365</u>

\$119,575 compared to \$102,802 in 2019

Capital Projects/Equipment – Year End

• Keyes Paving – Elementary walkway	\$10,650
• Keyes Paving – Superintendent's Office/Pre-K	\$23,000
• Keyes Paving – High School walkway	\$11,800
• Greenway Equipment – tractor plow	\$2,995
• WC Cressey – bus purchase (VW Grant)	\$25,023
• Buildings Etc. – Purple Room	\$7,579
• Harbison's Plumbing – compressors (30%)	<u>\$4,964</u>

\$86,011

Other Capital Improvements:

• Maine Accessibility & Mike Nadeau – Elem Lift (SRRF)	\$32,431
• The Pappas Company – Multipurpose Room divider	\$21,777
• Dell – Chromebooks	\$17,322

• Ripley Holdings – Garage door opener	\$4,900
• R&M Flagg – ovens	\$13,280
• Harbison's Plumbing – sewer pumps	\$9,338
• WC Cressey – bus cameras	\$14,790
• Androscoggin Bank – tractor lease	\$11,082
• Buildings Etc. – Gym and Weight Room doors	\$13,348
	\$138,268
Grants/other reimbursements	(\$34,715)
	<u>\$189,564</u>

Budget to Actual by Cost Center

	<u>Budget</u>	<u>Actual</u>	<u>Difference</u>	<u>%</u>
Regular Instruction	\$ 1,776,771	\$ 1,610,453	\$ 166,318	11.27%
Special Education	\$ 1,014,461	\$ 856,074	\$ 158,387	15.61%
Career & Technical	\$ -	\$ 2,021	\$ (2,021)	
Other Instruction	\$ 187,721	\$ 116,693	\$ 71,028	19.73%
Student & Staff Support	\$ 518,647	\$ 469,046	\$ 49,601	9.56%
System Administration	\$ 263,174	\$ 250,708	\$ 12,466	4.74%
School Administration	\$ 386,322	\$ 340,501	\$ 45,821	11.86%
Transportation	\$ 345,010	\$ 322,319	\$ 22,691	6.58%
Facilities Maintenance	\$ 956,698	\$ 1,000,060	\$ (43,362)	-4.53%
Debt Service	\$ -	\$ -	\$ -	
All Other	\$ -	\$ -	\$ -	
TOTALS	\$ 5,448,804	\$ 4,967,875	\$ 480,929	

- Budget savings of \$480,929 (9%) - \$350,000 carried forward to offset FY 21 budget and difference added to unrestricted fund balance – net change to fund balance \$125,000 (increase in unrestricted of \$175,000 and a reduction in carryforward of \$50,000)
 - Carry forward commitment has to be determined in March to develop a budget