

# RSU 16 Budget Committee Meeting Minutes FY2014

Meeting #3

Date: Tues February 12, 2013

Location: PRHS 6:30 PM

Attendees:	Mike Wilhelm	Superintendent
	Scott Sawyer	Committee Chairman
	Scott Tiner	RSU 16 board
	Walter Gallagher	Poland budget committee
	Erland Torey	Poland budget committee
	Mary Ella Jones	RSU 16 board
	Wendy Ritchie	Finance/Central Office
	Jennifer Boenig	RSU 16 board
	Jack Wiseman	RSU 16 board
	Tina Meserve	Asst. Superintendent
	Colleen Quint	Minot budget committee
	Bonnie Payette	McFalls budget committee
	Tina Love	RSU 16 board
	Jessica Smith	RSU 16 board

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## **BUDGET ADJUSTMENTS SINCE THE LAST MEETING**

There were three minor changes to the proposed budget since the last meeting.

Another handout was distributed that includes enrollment figures as well as free and reduced rates at each school.

## **PRESENTATION – ELM STREET SCHOOL ANGIE TAYLOR**

Review of Elm Street School line items that have increased. Lines marked in gray have decreased, things like general supplies. We will not discuss benefits/salaries. This is negotiated by the RSU.

Technology line has decreased in comparison to last year – we ordered 40 iPads, several teacher computers. These upgrades were amazing, thank you. We are asking for 10 more iPads, so each grade level will have 10. This line also includes 2 computers for teachers, and also several projectors. This is particularly helpful for literacy with the

younger grades. Decreased tuition reimbursement for principal. General supplies line went up based on FY2013 actual spending. They will be ordering a set of circular classroom tables.

Fuel spending line has increased, we budgeted at \$4.00/gal multiplied by a typical winter usage. After school tutoring was decreased based on actual spending. Increased professional services – this is for the Ferry Beach program.

Periodicals increased, this is for informational text, national geographic. This will support the 50% reading informational text goal that our RSU has. Question: Can they access this type of reading materials online? Yes, but this is more difficult at the younger ages. Access to these specific ones is limited. Are apps available for this? Maybe but then you have to purchase one for each iPad.

Instructional supplies line is up \$5000. This is important to do daily 5 right and challenge kids. 4-yr old program instructional supplies line went up, it now accurately reflects actual spending (Waterford program). Deleted stipend line for this program. Question: 4-yr old program was supposed to pay for itself, this does not appear to be correct. The additional subsidy that we receive from the State for the additional enrollment of students covers the cost of the program. Question: Can we get a break out of these costs for each school? Yes. We would like to have this information for the public meetings.

Question: Salaried positions are broken out into the various cost centers, it's hard to match it against the budgeted 2% salary increase. How can we tell if there are new positions being proposed? There are no new positions at ESS. Est. teacher count at ESS is 25. Est. ed tech count is TBD. Angie will get back to us.

Total proposed ESS budget increase is 1% for this year. Great job.

### **PRESENTATION – POLAND COMMUNITY SCHOOL RICK BENOIT**

Three elementary principals worked together on their budgets to ensure equitable experience between the schools. Many of his comments will be similar to those from ESS. Question: Can we get a copy of the bulleted list that was presented at this meeting? Yes.

Guidance counselor line increased due to additional dependent on the benefits. Stipends line reduced to remove certification/mentor \$. Librarian aides line reduced due to a personnel change. Library software line has been increased to fairly share the cost of this which was previously paid by the middle school and high school alone. Library books line increased same as ESS/MCS to an estimated \$15 per student (based on enrollment).

Technology line increased due to pilot assessment program scheduled for this year, software requirements will require replacing 54 laptops (est. \$1,000 each) and several desktop computers. PCS has 4 laptop carts, 2 are 10+ years old, 2 are 6+ years old. This is not duplicative of what Linda presented last week.

Admin salaries are down, benefits are up due to use (prior personnel did not take RSU benefits). Employee training line went down, money is now in the Title II money. Admin travel line increased due to actual spending.

Teachers all have websites now, postage costs from mailing letters home have decreased. Furniture line has held flat due to "maintenance budget".

Cost of field trips was increased to be on-par with what ESS/MCS budget, \$5000. ½ Waterford program has been moved to the K-2 line, the other ½ is in the 4-yr old program. 4-yr old program line decreased. Note: Waterford is a literacy program that assesses and gives instruction. This is similar to Lexia that is used in the older grades.

Question: Copier line went up. This recently went out for bid, this is a contract negotiated district-wide.

Question: Ed tech salary for 4-yr old program increased 17%. The support staff contract provides raises every 3 yrs, if this person was due for a salary increase and received an increase based on the recent negotiations, that would be included here.

Question: Phones. We need to break this down. Line includes land lines and cell phones. It also includes Maintenance and Custodial phones. Can we get a clear picture of how many plans we have, is it a phone/internet bundle, etc. Is there a policy regarding who has cell phones? Bus drivers, administrators, Maintenance employees have them. Est. teachers 34. Est. 19 ed techs.

Question: Ed tech 1s are going away, or they need to convert to Ed tech 2s, how does this work for long time employees? This has never been required, many chose not to do this. The laws have changed, we had to update our policies. This is an ongoing process, we are encouraging ed tech 1s to work within the existing system to get the credits they need. Can we pay for ed tech certification days? We have 5 workshop days, ed techs do get paid for early release days and 3 workshop days. They also get \$750 each for courses. Current contract requires moving to ed tech 2 status within 3 yrs.

PCS budget shows an increase of 6%. Salaries and benefits, technology subtracted from this amount, there is a 1.25% increase. Technology is more than 1/3 of this increase.

### **PRESENTATION – MINOT COMMUNITY SCHOOL ARTHUR REED**

Minot distributed a hand out.

Guidance counselor costs have been re-allocated, hours and actual cost has not increased/decreased. Stipends line has decreased. Library books line decreased due to equalization between three elementary schools.

Technology line decreased, this year PCS is getting the technology \$. Minot is adding a laptop cart and ½ of the iPads. Secretary and custodian lines increased due to contract negotiations. Principal's training account went down (money in Title II line now), so did postage (reaching parents electronically). Cell phone increased, just the principal has one at MCS.

Instructional lines were up slightly for no Title I money, did allocate some \$ for books. Ferry Beach transportation \$ included this year, this is a science program (day trips). Not all grades attend.

Estimated teacher count is 16, includes speech and special ed. 3 ed techs, 4 special ed techs, it is complicated...

Last year there was discussion of large class sizes (27), we did not budget an additional teaching position for next year, at this time.

Minot's proposed budget is 0% increase. (Last year MCS had the largest increase).

**PRESENTATION - CENTRAL OFFICE, CURRICULUM, GIFTED AND TALENTED, SUMMER SCHOOL, ASSESSMENT - TINA MESERVE/MIKE WILHELM**

Central Office: Salaries line includes Sup and Asst. Sup. It will depend on new Sup negotiations. Benefits line has gone up based on personnel changes and need for benefits.

Software line has increased to "go into the cloud", this was necessary in order to back up and use our information. Postage increased based on actual FY2013 spending (strategic plan and superintendent search costs). Phones issue is being addressed, looking for a new service provider currently.

Question: what does the office lease line include (it is \$27,000)? This is paying for the actual office building. 2015 will be the last portion of this bond. Transportation bond is separate and will continue beyond that time frame.

Travel line was decreased. Professional services line has been removed due to strategic plan \$ being removed (will be completed this Spring).

Question: Are there any other expenses we should anticipate that will be related to bringing on a new superintendent this year? The biggest part of this will be the negotiated benefits and salary. We are hoping to have this wrapped up by the end of March. Question: How many staff are there at Central Office? 5.

Central Office budget has been decreased by 4%.

Curriculum Coordination: Increased by \$10,000 to support ed tech tuition to help them move to ed tech II status. The \$750/each was always included in the contract, just not in the budget.

Gifted and Talented: Increases in salary and benefits, other fees are pretty flat. Question: How does this program operate? There is one person K-8, students are serviced in small groups. She also consults with the teachers.

Summer School: Increased based on actual from FY2013. Used bus to pick up students and bring them to the program. There were more teachers in the program this year, also more hours.

Question: how many students participated? 30-40 middle school students, 4 teachers grades 6 – 8. 108 elementary students. HS charges for their program. 28 HS kids were enrolled. Once kids complete the program (standards work), the program is over and the teachers are not paid further.

HS program is flat funded for FY2014, 0% increase.

Health and Wellness: Salary line increased based on negotiated contract.

Assessments: Fee per student, not anticipating any increases for FY2014. This helps us determine who needs Title I services.

### **PRESENTATION – RSU COMMITTEE**

Audit costs have decreased by use of new vendor. Liability insurance has gone up due to open claims. Legal services line has decreased here, some of money has moved into the special education line.

This is a 15% reduction in proposed budget for this cost center.

### **CLOSING REMARKS**

Special note: Jeremy is doing a GREAT job with the video recording. Thanks!

Maintenance and Facilities presentation will be moved to the 3/5 meeting.

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Thanks to the administrators for their hard work to hold the line, this shows respect for the taxpayers. We also really like the collaboration between the three elementary schools – great!

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Next Meeting:

Tuesday February 26<sup>th</sup> at 6:30 PM in the PRHS Library

Agenda: Presentations from Bruce M. Whittier Middle School and  
Poland Regional High School.