

RSU 16 Budget Committee Meeting Minutes FY2014

Meeting #2

Date: Tues February 5, 2013

Location: PRHS 6:30 PM

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

REVENUES

Mike provided an updated document with cost center details. First page includes updated revenue information. Revenues come from towns or the State. This also can come from tuition, and from the fund balance. We have no way of knowing what the required local share will be until we find out what the State allocation will be. For now the same numbers are in there.

We do know that our next year's allocation will be \$113,000 less. The retirement costs for teachers and ed techs will be moved into general purpose aid, we will be required to pay half (all school districts will). Estimated total loss \$273,000 for next year.

Planning to take \$230,000 out of our fund balance to apply to next year's budget. We applied for E-Rate dollars, and may be eligible for as much as \$33,000 through that program.

Regarding a question that was raised last week, page 23 of the handout shows a 3% increase, but if you take into account a reduction in revenue (page 1), there is really a \$916,088 gap in funding from FY2013 to FY2014.

There is an additional sheet that includes changes to specific budget lines as of today 2/5. These are all minor changes. At each budget meeting there will be a sheet like this to highlight changes to budget lines. Total difference is a net increase of \$7,776.

PRESENTATION – TRANSPORTATION TOM KELLY

Please refer to page 22 of 23.

Added one extra driver for special education this year, he has been here 3 yrs, but never included in the budget previously. This will include an additional bus monitor as well (salaried position). This will bring us to a total of 3 bus monitors.

Increase in contracted services, this is due to salt and sand purchases for winter care of all 5 facilities. This line includes several services, including driver physicals and drug tests.

Vehicle insurance and phones went up 5-6%. Projecting a significant increase in tire replacement costs. All tires in our stock pile have been used up, both vendors are increasing their prices.

Fuel projected at 2% decrease. The cost related to special ed transportation will be moved to their cost center, that has been removed from this line. Question: where do field trip costs come out of? There is a formula for this, calculated based on mileage. This fuel line does not include school field trips.

Payments will continue on 3 buses purchased last year, and are planning to purchase 2 new buses. New bus = we pay the first year, additional years the State picks up the payments of \$18,500. We have 31 buses in our fleet (22 in good working condition) with 18 daily runs. Question: Do we sell off the old ones? Yes, we do put them out for bid. Very low value, \$50 – 100.

Question: How did we do with the bus stop consolidation? Fuel usage has gone down, 95% success. He can get us exact savings numbers. There were very few complaints. No plans to expand this further at this time.

Question: What is the advantage to moving the Trans Dept to "the cloud"? Server purchase and setup costs will go away, as will costs related to hardware programs, anti-virus, etc. There will be no overhead.

Question: Can you explain the phone costs? There are 8 cell phones, one landline to the office. Cell phones are for trips, up to 3 regular drivers, 1 for the manager. Under contract with US Cellular still. Question: Can he send us some more detail on phones at a future meeting? Yes. Board members are interested in looking into phone money, data plans, minutes unlimited, etc.

It appears that phones are broken out into various different lines, in each cost center. Can this be simplified? The format being used is State-mandated.

PRESNTATION - TECHNOLOGY LINDA CHAISON

Separate packet of information was distributed.

Numbers consolidated into categories on the first page. Packet includes strategic-plan type details, where we are now, etc. Computer inventory is also included. This detail shows how old the computers are, PCS has a lot of equipment but it is very old; this will be a focus for this year.

Hardware and software lines have gone up the most. Very similar to last year, PCS will be the focus (MCS and ESS were last year). This will include upgrading 34 teachers and one movable lab. Several desktops district-wide will be upgraded, mostly office staff. Question: What do staff have? All teachers and administrators have laptops; all staff have one computer – nobody has a desktop and a laptop. 30 iPads for this year; 10-12 per grade level, K-3 is the goal.

Projectors for every classroom is the goal, teachers are wrapping technology into the classroom and the projectors are needed. We are always running out (currently sharing). Proposed amounts will

complete this goal for the HS and MS, the elementary schools will have one per grade level. Multi-media carts (TV on a cart) with a converter box so you can wirelessly project from your laptop/iPad. These carts allow access to YouTube and Netflix. Proposal is for one per school, the HS already has one. Question: cost for the multi-media carts? \$1000. Projector cost is almost the same price.

Software increase is to update the operating system at PCS. Budget includes anti-virus software and iPad apps. Each software system was explained. IT asset management/trouble ticket system new item that was proposed for next year (\$400 per school). This would help us to be more efficient.

Revenue – recycler would like to purchase 944 computers from us (this is a proposal). Most of ours are grade B or C, \$75-\$150 each. Potential revenue \$26,432 to \$61,832. They will give us \$50 up front, for each laptop. The balance will be due in 2 months. Question: Are these recyclers legitimate? Yes, they presented at a local conference. It is a lot of work to prepare the computers for individual sales and if there are issues, the computers keep coming back. The recycling route is good for the environment. Minot sold them to students in the past, this was popular but also caused problems. The board will need to consider this issue.

Question: What about personal information on the laptops? Kids are instructed to delete this at the end of each year. Teacher laptops will be checked by IT prior to recycling, this will eliminate the possibility of identity theft.

Question: Do we have the option to delay new laptop purchases one year and still be in this MLTI? Not sure, the rules are different each year.

Question: Can we move computers to the younger schools from the HS and MS rather than sell them and purchase new ones? Not really, since they are already 4 yrs old we would prefer to replace them now.

MLTI annual cost of \$131,890 was left in again as a place-holder, we do not know what this actual cost will be (RFP is not announced yet). This is based on a 4-yr lease. The last time we sent them back to the DOE, we got billed for laptops that were found to be poor condition for minor

issues. We had to pay that off after spending an incredible amount of time to get them ready to go back to the DOE.

Question: How many projectors did we purchase last year? We do not have that exact figure. Question: When will we catch up? Technology is ever evolving; in the school world computers are used about twice as long as in the private sector. We should expect these costs to remain at this level. We did reduce the proposed lines for technology last year. Project 3 more years of spending at this level before we get to a point where our costs will go down and we will just have "maintenance".

Discussion about cutting projectors, different ways to save money and avoid tax increases for the towns.

Proposal includes staffing. They are all on-call, they move between the buildings.

Question: Can the revenue coming in from laptop sales be kept in the Technology Budget for future needs, rather than putting it into the general fund to pay for ? New technology plan is being developed now; we have followed our old plan very closely. It expires at the end of June, the Board will see this at a future meeting. The Strategic Planning Committee should forward their public comments info to the IT Dept to be included in the new technology plan. Note: They will be developing a committee for this soon.

PRESNTATION - SPECIAL EDUCATION SUSAN PRINCE

See pages 18-21 of the budget printout.

Additional handout to explain increases was displayed on the screen.

Salaries make up the majority of the increases. Legal services is a new line for this cost center/department, it was removed from the general line. Spent about \$5000 this year.

Tuition shown was for 6 out of district students, was 7 previously. We have no control over this. A small portion is eligible for MaineCare \$. We do not collect any Maine Care revenues currently.

Employee travel was not budgeted accurately in the past, the proposed budget has been increased to reflect actual costs.

Some students cannot be in a van with other students, so there are costs included for Community Concepts for their transport. 1 of our students commutes to Boston weekly with 4 other Maine students; we pay for a portion of this travel.

Field trip details were provided. Testing/assessment supplies was not previously included, proposed \$8000 for this next year. Students must be evaluated every 3 years, once updated evaluation tools are created we have only 1 year to purchase and implement it. Speech therapy, occupational and physical therapy, those all require testing.

Question: Benefits seem to be increased significantly, is this correct? This was not budgeted properly before, so that was corrected and also includes the 10% estimated increase across the board. Example: ed tech benefits that increased 17% on page 18?

Question: How many net new positions are there? None, everyone is just moving around. There is one position that isn't really new, it was not properly accounted for in the past.

Explanation: Salary and benefit increases were changed across all cost centers, although it appears to stand out here, it should all be a wash at the end.

CLOSING REMARKS

March 19th budget committee meeting conflicts with a Minot meeting. Mike contacted the town officials, their meeting will now be on 3/26 instead of 3/19. The regular meeting will be on 3/19.

Discussion: If someone needs detailed insurance information, can they get that? Yes. Can we shop around for insurance? Not right now. The projected increase of 10% is too much. We as a community can not keep absorbing these increases, teachers can sign waivers to release this info so we have the data we need to shop around. New teachers contract had a provision for a health study committee, this has not started yet but this will look at options. We (RSUs) are now free to shop, this was

resolved in court this fall. In lieu of insurance is a benefit, can we see a list of this information? Mike: this is completely out of the contract. This is a process that needs to be negotiated into the contracts, we are making progress towards this goal. Benefits need to be equalized too.

Next Meeting:

Tuesday February 12th at 6:30 PM in the PRHS Library

Agenda: Presentations from Elm Street School, Poland Community School, Minot Consolidated School, Central Office and the RSU Committee.