

Educational Policy Committee Meeting

AGENDA/MINUTES

Monday, Sept. 26, 2016

7:00-8:00 P.M.

Elm Street School

Members Present: **Jack Wiseman**, Ed Rabasco, Missy Hodgkin, Tina Love

Members Absent: Melanie Harvey,

Other BOD Members Present: Mary Martin

Administrators Present: Tina Meserve, Stacie Field

Staff Members Present:

Item 1: Elect a Chair (SP. E.3.b) Tina Meserve

Jack Wiseman was elected Chair of the Educational Policy Committee

Item 2: Review Board Reflections and Next Step (SP. E.1.b) Mary Martin

Mary reviewed the Board reflections. Areas that Board members are most proud include the building project and the budget process. Other prouds include the addition of education programs for students and a positive relationship with the Superintendent/Assistant Superintendent and strong Board Chair. Areas to improve include continue work on communication and professional growth of the Board. Ratings for Organization show that 100% of Board members say they *usually* or *always* know what is to take place and have taken active steps towards ensuring that the business of the school district is handled in the most effective manner. Ratings for Preparation show that 70% say that members *usually* come to meetings with the necessary background and information to engage in informed discussions, deliberation and decision-making. 30% say that is true *sometimes*. Ratings for communication show that 70% of Board members say it is *usual* or *always* true that there are few or no surprises on the part of the Board.

Item 3: Strategic Plan Revisions (SP. E.1.a) Jack Wiseman and/or Mary Martin

We reviewed Section A: Creating Equitable Opportunities for Students to Success. Some of the items in section A are completed or part of how we currently run the district. Revisions will be made to match our vision of where we want to be in 5 years. Revisions will include creating a new Tech Plan updating our expectations for assessing opportunities and more specific plans for identifying at-risk students earlier in their education. Tina will work on some suggested revisions with the administrative team and bring suggestions back to this committee for discussion and consideration.

Item 4: Policy KBF Title 1A Parent/Legal Guardian Involvement Tina Meserve

Postponed until November.

Item 5: Financial Update (SP: D.4) Tina Meserve and Stacie Field

This item was carried over from the Finance Committee agenda and addressed at the beginning of the meeting. Tina shared that there are unexpected budget changes that are being addressed and monitored carefully. Unexpected facilities expenses included approximately: \$50,000 for an oil tank at MCS, boiler repairs at PCS \$10,000; Environmental System at PRHS \$12,000. Special Education has several areas being watched. Seed money was budgeted to actual (\$95,000) from last year, but is now expected to be closer to \$145,000. We also had several errors that occurred during the budget process due to the restructuring of the budget lines in compliance with State funding codes. These include missing several budget lines including: special education substitute lines at approximately \$43,000, .5 social worker \$23,000, part-time special education secretary \$8,000. The State's ED 279 included an error in Adult Education Subsidy of \$11,000 that was corrected after our budget was put together. Finally, we hired an RN at ESS instead of an LPN and the additional cost was \$10,000. All total

there are \$216,000 in unexpected/unbudgeted costs. The facilities expenses were paid for with unallocated CIP money and the others will be absorbed in the general budget. We had approximately \$200,000 in salary savings, which will help mitigate the budget losses.

Adjourned: 8:30 p.m.