

Personnel & Finance Committee Meeting
AGENDA/MINUTES
Monday, Sept 25, 2017
6:00-7:00 P.M.
Elm Street School -District Conference Room

Members Present: Jen Boenig, Lisa Dulac, **Leonard Lamoreau**,
Members Absent: Norm Beauparlant, Julie Rioux,
Other Board Members Present: Mary Martin
Administrators Present: Tina Meserve
Staff Members Present: Louise Robinson, Melanie Whited, Mary Wallace

Item 1: Elect a Chair

Jen Boenig nominated Leonard Lamoreau for committee Chair and Lisa Dulac seconded that motion. The committee vote was unanimous.

Item 2: Signing Warrants SP:D.4 (Tina Meserve)

No warrants available for committee members to review. Warrants will be available at the October Board meeting for the committee to sign.

Item 3: District Nursing Services SP:A.1.c (Tina Meserve)

Tina reported that the PCS LPN is struggling to keep up with student health needs. We have been monitoring the problem for several years. The addition of the K-2 Functional Life Skills program has added to the problem. Tina reported that she feels it's important to shift staff to support the greater need at PCS (Strategic Plan). She has been working with our K-6 RN to solve the problem.

We have a temporary solution using our current staff, and are looking for direction from the Board for making this plan permanent or addressing the need in another way. Recently, Mary Wallace has been supporting on Wednesday afternoon, Melanie Whited on Fridays and Melanie Judd one other day a week. This means that ESS and MCS do not have a nurse on site for part of 1 day each week. Our District RNs and I believe we can provide appropriate services to our students with our current staff, but want Board approval before allowing the RNs to work together to position staff to meet the needs of the students.

A second step that is being considered is whether we should try to hire an LPN to provide full time support for the three FLS programs. If this hybrid position is approved by the State and also the Board, we could advertise an open Ed Tech position as an LPN. This would cost slightly more, but can be absorbed in the current budget. The LPN would help the students with their medical needs and also assist them in accessing their education programing. It is unknown whether we could find an LPN to fill this position or whether the State would approve a hybrid position. This might be a good long-term solution that would provide cohesive services for the FLS students. It would be funded through special education with the replacement of an open Ed Tech position.

Tina did not recommend adding health staff, as we already have significantly more staff than any other district in the surrounding area for the number of students. We also exceed the State funding. EPS supports 1 staff to 800 students or 2.2 of our 5 health staff. Another barrier is that there is no buffer in the salary line (or other lines) to pay for an additional position.

The Committee recommended bring this issue to the full Board for consideration of the recommendation above or an alternative solution proposed by the Board.

Item 4: Elm Street School Principal Search Process SP: E.2.a (Tina Meserve)

Tina has an experienced, retired principal who will step in for short-term coverage of the ESS principal while we conduct our principal search. Tina is meeting with her on Wednesday to set up the terms of the position. The candidate is available for as long (or short) as she is needed.

Item 5: Legal Services (Tina Meserve)

Tina gave the committee an update about pending negotiations with the Teamsters. Tina asked for volunteers to serve on the Negotiating Committee; both Jack and Leonard volunteered. Tina recommended utilizing legal services to be the chief negotiator for the Board committee, just as the Board did for the first contract with the Teacher's Association when the District consolidated. The Committee agrees to send this to the full Board with a recommendation to utilize legal counsel as recommended.

Adjourned: 7:10 p.m.