

PERSONNEL & FINANCE COMMITTEE MEETING

MINUTES

Date: January 30, 2023
5:35 p.m. - 6:10 p.m.

ELM STREET SCHOOL CONFERENCE ROOM

Members Present: **Christine Downs**, Amber Lyman, Sarah Robinson, Mary Martin and Mike Downing

Members Absent: None

Other Board Members Present: Emily Rinchich, Jessica Smith, Angela Swenson, Joe Parent, Andrea Winn and Ed Rabasco

Administrators Present: Ken Healey, Stacie Field

Staff Members Present: Dotty Bagley

Christine Downs, opened the meeting at 5:40 PM

Item 1: Review Financials

Stacie provided a comprehensive review of the Food Services Account and the overall financial report. Many questions were asked and answered. Mary Martin made a motion to approve the financial report as presented and forward to the full school board for consideration and was seconded by Mike Dowling. The motion was passed by a vote of 5-0.

Item 2: Request for additional Informational Budget Meeting

Mary Martin reported that Poland Selectperson Mary-Beth Taylor wanted the School Board to set up a special school budget presentation (informational night) for all three town councils in order to expand communications. Currently, the School Board communicates the proposed school budget to the community by posting the proposed budget on the RSU 16 website for all to review. Additionally, the School Budget Committee presentation is videoed and posted on the RSU 16 website for all to view, and the last School Budget Committee meeting on March 22, 2023 is also open to the public. The School Board receives its own presentation in a public meeting that includes public comment during the meeting, and the video of this school board meeting will be posted on the RSU 16 website. The public then has an opportunity to attend the public District Budget Meeting to vote on the proposed budget, where they have the final say of what amount goes to the voters in the form of a referendum vote and finally the annual referendum vote is cast before a budget can be formally adopted. The discussion surrounded around whether there was a need for an additional informational meeting. When done in the past, as few as 3 citizens attended. It was felt that there is ample opportunity for citizens under the current process to participate in the school budget process and the Superintendent recommended we send a special invitation to the three town councils to attend the regularly scheduled School Board meeting on April 10, 2023 where the full board will receive a budget presentation and approve a budget to go forward to the District Budget Meeting to be held on May 23, 2023. During this meeting, there will be an opportunity for public comment after the budget presentation, allowing for any input from the community or municipal leaders that is needed. Mike Downing made a motion that we invite the three town councils to attend the school board meeting on April 10, 2023 and was seconded by Amber Lyman. The motion passed by a vote of 5-0.

Item 3: Substitute Pay Rates (see attachment)

After a brief discussion about the need to have future support personnel salary rates confirmed before we take on substitute rates again, a motion was made by Mary Martin to delay discussion of substitute rates until the support personnel salaries were agreed to and was seconded by Mike Downing. The motion passed by a vote of 5-0.

Item 4: Support Staff Salary Scale (see attachment)

No action on this, as the salary scale was provided for information only.

Item 5: Sign Warrants - done.

Adjournment: A motion to adjourn at **6:10 PM** was made by Mike Downing and seconded by Amber Lyman. The motion passed by a vote of 5-0.