

BARRE TOWN MIDDLE AND ELEMENTARY SCHOOL
FINANCE COMMITTEE MEETING
Barre Town Middle and Elementary School Library
November 16, 2016 | 5:00 pm to 6:30 pm

Minutes

*****Minutes are draft minutes and are not official until approved by the Committee*****

BOARD MEMBERS PRESENT:

Chad Allen, Chair, Barre Town Middle & Elementary School
Brenda Buzzell, Barre Town Middle & Elementary School
Brent Tewksbury, Barre Town Middle & Elementary School
Kristin McCarthy, Barre Town Middle & Elementary School
Jay Paterson, Barre Town Middle & Elementary School

ADMINISTRATORS PRESENT:

John Pandolfo, Superintendent
Scott Griggs, Middle School Principal
Jennifer Nye, Elementary School Principal
Julia Pritchard, Special Education Director
Lisa Perrault, BSU Business Manager

COMMITTEE MEMBERS ABSENT:

None

GUESTS:

Pat McAskill: 5:07 pm
Dottie Ricks: 6:08 pm

1. Call to Order

The Wednesday November 16, 2016, Finance Committee was called to order at 5:07 pm. The meeting was held in the Conference Room upstairs at the Barre Town Middle & Elementary School.

2. Additions/Deletions to Agenda

There were no additions or deletions to the agenda.

3. Administration

The approval of the Finance Committee Meeting Minutes from the October 5, 2016 meeting was tabled until the next meeting.

4. FY 17 (Current School Year) Budget Tracking & Monitoring

The following line items were discussed in more detail than other line items:

- Line 33: \$74.2k deficit reflects the addition of a kindergarten teacher that was not budgeted for.
- Line 130: Unencumbered Technology –Equipment line item with \$36k surplus....Mr. Pandolfo indicated that Diane has a plan for these funds. Discussion ensued about the current age of our chrome books and whether or not there was a planned, strategic replacement schedule. Mrs. Buzzell requested information on if we are planning on replacing our chrome books and if so how are we disposing of the old ones? Mr. Griggs will coordinate an update to the Committee on this subject.
- Line 175: Duplicating – Copier Rental; the total expense of this item \$393,836 seems high and Lisa will validate the numbers reported for this line item.
- Line 178: Salaries – Custodians: Projected to be over budget by \$56k. It was mentioned that the Facility Director (Jamie Evans) prefers not to use substitutes. At first glance it appears that we have more custodians than what we budgeted for. Currently we have 10.7 FTEs as custodians and 5.3 FTEs as bus drivers for a total of 16 FTEs.
- Line 187: Solar Mgmt: BTMES has built up \$34k in credits over the summer. We expect that these credits will be used up over the course of the winter.
- Line 218 will be moved to the SU ledger.

The grand total of General Fund Expenditures indicates that a \$167.9k deficit is possible based on past expenditures and future encumbrances.

5. FY 18 Budget Development

The Administration present a summary sheet of FY18 budget considerations.

Unaudited fund balances include a \$514k in the General Fund, \$339.4k in the Capital Fund and \$37k in the Tax Stabilization Fund.

BTMES made its final bond payment in the FY 17 Budget (\$91k).

The estimated revenue from the sale of BTMES buses is \$125k; down from \$330k estimated last year. We will need to revisit this item with STA. On a side note, a discussion regarding the use of seatbelts on contracted buses was generated. It was noted that BTMES believes in providing child safety seats and seat belts for its children. It was also mentioned that STA's bid did not include buses with seatbelts (cost is ~\$150/child safety seat. The Committee will table this discussion for now and look to open it back up for discussion at a future Committee meeting.

VSTRS Health Assessment \$1097/teachers new to the retirement system as of 7/1/15...it is estimated that this will cost BTMES approximately \$300k in 10 years!

The following additional resources are deemed necessary;

- Math Interventionist is needed in the middle school (\$65k) [position has been open for 2 years but never filled]

- 1 FTE teacher in the Math Lab, previously funded with Title IIA grant money which may be going away (\$65k)
- Substitute Coordinator (\$20k)
- School Resource Officer (\$60 to \$65k)
- Para-educator (\$30k)
- Increase 0.5 FTE Para-educator in the preschool – position will also cover midday bus runs (\$15k)
- Integration Technologist (\$65k)
- \$30k in training for responsive classroom/Developmental Design
- Custodian clothing allowance (\$8k)

Facility needs include;

- Generator
- Parking Lot improvements (~ \$150k)
- Air Conditioning Unit(s) – undetermined maintenance/rehab/replacement

6. Future Agenda Items

No future agenda items were received.

7. Other Business

The next Barre Town School Board Meeting will be committed solely to the development of the FY18 Budget. The Finance Committee Meeting will meet on December 7, 2016 from 5:00 pm to 6:30 pm in the upstairs Conference Room at BTMES.

8. Adjournment

The Board adjourned at 6:29 pm for the regularly scheduled BTMES School Board Meeting.

Respectfully submitted,

Chad A. Allen, Chair – Finance Committee, Barre Town School Board