

**SPAULDING HIGH SCHOOL  
FINANCE COMMITTEE MEETING**

Spaulding High School Library  
March 26, 2018 - 4:00 p.m.

**MINUTES**

**COMMITTEE MEMBERS PRESENT:**

Paul Malone - Chair  
Tim Boltin  
Lisa Perrault, Business Manager  
Brenda Waterhouse, Principal

**COMMITTEE MEMBERS ABSENT:**

David LaCroix  
Penny Chamberlin, Director Central Vermont Career Center

**ADMINISTRATORS PRESENT:**

Donald McMahon, Special Services Director – arrived at 4:11 p.m.

**1. Call to Order**

**The Chair, Mr. Malone, called the Wednesday, March 26, 2018, SHS Finance Committee meeting to order at 4:05 p.m., which was held at the Spaulding High School Library.**

**2. Additions and/or Deletions to the Agenda**

None.

**3. Approval of Minutes – January 2, 2018 SHS Finance Committee Meeting**

**On a motion by Mr. Boltin, seconded by Mr. Malone, the Committee unanimously voted to approve the Minutes of the January 2, 2018 SHS Finance Committee meeting.**

**4. FY18 Budget Updates – Year End Projections**

Seven reports were distributed; the SHS and CVCC FY 18 Expenditure/Year-end Projection Reports (dated 03/08/18 and 03/26/18, respectively), the SHS and CVCC Revenue Summary Reports (dated 03/01/18 and 03/21/18 respectively), the SHS and CVCC Expenditure Summary Reports (dated 03/01/18 and 03/21/18 respectively), and the BSU Expenditures-FY18 Report (dated 03/01/18). Mrs. Perreault advised that she still expects Special Education expenses to exceed the budgeted amount, but it was noted that the Regular Education budget has considerable savings in some line items. Revenue is over by \$403,552. The overall projected deficit is \$264,483. The General Fund is in the negative by \$251,262. The Capital Fund balance is \$102,913. These funds are reserved for Capital projects. The Tax Stabilization Fund is \$539,498, with \$400,000 assigned to the current year. Mrs. Perreault believes that FY18 will end with a deficit of approximately \$125,000. Mrs. Perreault believes the deficit for the year will be absorbed going into FY19. It was noted that deficits need to be rolled to the next year's budget.

The Committee began discussion on Special Education, with Mr. McMahon advising that 6 to 8 students were pulled out of programs. Mr. McMahon is currently working with the BTMES 7<sup>th</sup>/8<sup>th</sup> Grade Team in an effort to support students, possibly utilizing ACT and Granite Academy. The team is trying to get an alternative program for 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> graders. Currently, when in-house options run out, students are placed at Maple Hill or CHOICE Academy. Mr. Malone queried regarding purchasing property for creation of a BSU run program and also inquired regarding space requirements. Mr. McMahon advised that the current outplacement of a student in Pre-K cost \$90,000, and advised that a program should be created in-house. Brief discussion was held regarding available space at Wall Street, or elsewhere. Mrs. Waterhouse voiced concern regarding safety at Wall Street, which is a publicly owned/accessed building, whose security is not controlled by the BSU. Mr. McMahon advised that it may be possible to have a class of 6 to 8 students who are on the spectrum. Mr. Malone queried regarding space availability at BTMES, and suggested that construction costs (for reconfiguration) may be covered by savings in transportation costs. Mr. McMahon advised that there are a growing number of students who have emotional disturbances. Mr. McMahon believes that one step to help improve the overall issue is to hold parents more accountable. Mr. McMahon would like to form a group to collectively start a collaborative program to serve students being schooled until age 22 (the 18 to 22 year old students). It was noted that there will be a significant number of intensive needs students entering SHS next year.

Mrs. Perreault advised that CVCC has an anticipated surplus of \$97,357.

## **5. FY19 Budget**

A document titled 'SHS/CVCC FY19 RFP Schedule, Facility Projects, etc...Summer 2018' (dated 03/26/18) was distributed. It was noted that the Phoenix Program will be moving into the SHS facility. Mrs. Waterhouse advised that this is the original recovery program for students who have dropped out or are near dropping out. The program has greatly expanded over the years. This program, which offers much flexibility, is serving approximately 48 students. The plan is for this program to have separate entrances from both inside and outside of the building. It is anticipated that bringing the program on campus will result in annual savings of approximately \$12,000. Renovations relating to the move of this program into the facility will be discussed at the Facilities Committee meeting. Mrs. Perreault advised that the RFP for copier contracts went out last Friday (03/23/18). The BSU will be going back out to bid for woodchips. It is believed that the cost associated with installation of new fire doors, can be absorbed by the maintenance budget. Additional funding may be necessary to cover the expense of installation of additional doors (required for safety/security issues). Cost savings may be achieved if doors are manned by personnel other than the SRO. If SHS decides not to have an SRO, the City needs to be notified well in advance.

## **6. Other Business**

None.

## **7. Items to be Place on Future Agenda**

No discussion.

## **8. Next Meeting Date**

The next meeting will be held on Wednesday, May 9, 2018 at 4:00 p.m., in the Spaulding High School Library. Mr. Malone will discuss this with Mr. LaCroix, as this date is reserved for the SHS Facilities meeting. It is hoped that the Facilities meeting can be moved to May 23, 2018.

## **9. Adjournment**

**On a motion by Mr. Boltin, seconded by Mr. Malone, the Committee unanimously voted to adjourn at 5:14 p.m.**

Respectfully submitted,  
*Andrea Poulin*