

**SPAULDING HIGH SCHOOL  
FINANCE COMMITTEE MEETING**  
Barre Supervisory Union – 1<sup>st</sup> Floor Conference Room  
December 7, 2016 – 2:00 p.m.

**MINUTES**

**COMMITTEE MEMBERS PRESENT:**

David LaCroix - Chair  
Paul Malone  
John Pandolfo, Superintendent  
Lisa Perrault, Business Manager  
Brenda Waterhouse, Principal

**COMMITTEE MEMBERS ABSENT:**

Dotty Ricks

**GUESTS PRESENT:**

Jamie Evans, Facilities Director  
Donald McMahon, Special Services Director  
Diane Stacy, Director of Technology

**1. Call to Order**

**The Chair, Mr. LaCroix, called the Wednesday, December 7, 2016, Finance Committee meeting to order at 2:08p.m., which was held at the Barre Supervisory Union in the First Floor Conference Room.**

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

None.

**3. Approval of Minutes – November 30, 2016 Finance Committee Meeting**

**On a motion by Mr. Malone, seconded by Mrs. Waterhouse, the Committee unanimously voted to approve the Minutes of the November 30, 2016 Finance Committee meeting.**

**4. FY18 Budget Development**

Three documents were distributed; A Power Point Screen print titled ‘Using \$300,000 from Gen. Fund Prior Yr.’, the ‘Spaulding UHS and CVCC SHS FY18 BUDGET 12/7/16’ report, and the ‘Barre Supervisory Union BSU FY18 BUDGET DRAFT 1 12/7/16’ report. Mrs. Perreault provided an overview of the document that identifies information pertaining to use of funds from the General Fund. The projected FY18 spending per equalized pupil is \$13,865, an increase of .0074%.

The Committee began discussion of the Technology Department. Technology Director Diane Stacy advised that if she were asked to make reductions to the proposed budget, she would remove the Educational Technologist position. (SHS Budget document – page 22, line 469) This is currently budgeted at \$55,000. It was noted that this position is a professional position and would fall under the Teacher Agreement and would require a Technology Endorsement. This position is focused on building technology into all teachers’ curriculum. This position is not a new position, but rather one that has remained unfilled. This position entails assisting staff with use of promethium boards (which are currently underutilized due to lack of training), trouble-shooting, supporting staff with skills learned during staff development, provide training for the use of the Google platform and Chrome Books as well as assisting with the integration of Proficiency Based Grading. BCEMS currently has an Educational Technologist and finds their services to be most valuable. Ms. Stacy advised that there is a proposed increase (in the amount of \$1000) for the stipend paid to Josh Allen. Mr. Allen is assisting with the project to make BSU websites ADA compliant, including making PDFs readable by screen readers.

The Committee moved to discussion of the Facilities portion of the budget. Facilities Director Jaime Evans was present to provide information. Mr. Evans advised that he has been in budget discussions with Mrs. Waterhouse. Of the \$200,000 proposed for budgeting for facilities, Mr. Evans advised that the last science room needs to be updated, hallway uni-ventilators need to be replaced, as well as replacement of some heaters. Items that need to be considered in the future include replacement of the library flooring, and acquisition of new curtains for the stage in the auditorium. The auditorium is in need of many upgrades/repairs. Brief discussion was held relating to sprinkler installation and installation of a new fire alarm system. Mr. Evans stressed that he felt a fire alarm system, which protects lives, is more urgently needed than sprinklers which protect property. There are no known regulations or Building Codes that require sprinkler installation. It was noted that a new fire alarm system would be less costly than installation of sprinklers throughout the building. It was noted that line item 602 on page 30 (‘BSU – ASSESSMENT SPEC ED FACILITY’ in the amount of \$5,800) is being removed as it should be listed as part of the SPED budget. Overall reductions in the Facilities budget total approximately \$109,000, including the transition of the Facilities Director and recently hired electrician to the SU budget. A reduction

in costs for electricity (due to the Solar Agreement) has not been forecast, and Mr. Evans cautioned that the credit for solar, may be off-set by additional costs associated with the football field lights. It is too early to determine if there are energy savings resulting from added insulation and the new roof. It was noted that line item (#575) for overtime is mainly related to sports related events.

Discussion switched to the Budget for Special Education. Donald McMahon, Special Education Director, was present to provide information to the committee. Special Education is contained in the SU budget. Mr. McMahon advised regarding increased costs associated with contracted services (page 1 – line item 15 and advised that line items 28 and 29 on page 2 will be reduced. Line item 60 on page 4 (SHS-Psych-Contracted Services) needs to be raised to stay in the range of \$100,000. This line item is to fund therapeutic counseling services. Discussion relating to transportation of SPED students revealed that the costs associated with the vendor appear to be more expensive than when transportation services were provided in-house. Mrs. Perreault advised regarding IDEA grant monies that previously covered some of the costs associated with transportation. Mrs. Perreault queried whether or not student schedules could be altered such as to allow for fewer bus runs. Mr. Pandolfo advised that the SU Board made the decision to go to one transportation scheme based on information in-hand. With new information coming to light, it may be necessary to perform additional research and compare the figures. Additional information can be presented at the December 21, 2016 meeting. In response to a query relating to ACT Administration expenses (page 6, lines 101 – 107), it was noted that some of the expenses have been moved to Facilities, and some are in fact being removed.

Other budget discussion included identification of ‘new’ educational expenses that are causing budgetary increases. The majority of the expenses, other than staff salary and benefits, is the addition of programs to accommodate mandated programs e.g. Flexible Pathways and Work Based Learning.

It was noted that, of the unaudited amount of \$874,000 in the Tax Stabilization/General Fund, \$430,000 is being put towards the 2017 budget. The completion date for finalization of the budget has not been formalized.

#### **5. Other Business**

Mr. Malone presented an itemized list of budget questions for the current fiscal year. Mrs. Waterhouse and Mrs. Perreault reviewed each line item and provided feedback to Mr. Malone. Some line items require notations to indicate that monies have been allocated under different line items.

#### **6. Next Meeting Date**

The next meeting will be held on Wednesday, December 21, 2016 at 2:00 p.m. at the Barre Supervisory Union in the First Floor Conference Room.

Future Agenda Items:  
Budget Development

#### **7. Adjournment**

**On a motion by Mr. Malone, seconded by Mrs. Waterhouse, the Committee unanimously voted to adjourn at 3:49 p.m.**

Respectfully submitted,  
*Andrea Poulin*