

**SPAULDING HIGH SCHOOL
FINANCE COMMITTEE MEETING**
Spaulding High School – Library
November 19, 2015 - 3:30 p.m.

MINUTES

COMMITTEE MEMBERS PRESENT:

David LaCroix - Chair
Penny Chamberlin, Director Central Vermont Career Center
Paul Malone
Donald McMahon, Special Services Director – departed at 4:28 p.m.
John Pandolfo, Superintendent
Lisa Perrault, Business Manager
Brenda Waterhouse, Principal

COMMITTEE MEMBERS ABSENT:

Joe Blakely
Veronica Foiadelli-McCormick
Norma Malone
Dotty Ricks
Carlotta Simonds-Perantoni

GUESTS PRESENT:

1. Call to Order

The Chair, Mr. LaCroix, called the Thursday, November 29, 2015, Finance Committee meeting to order at 3:35 p.m., which was held at the Spaulding High School Library.

2. Additions and/or Deletions to the Agenda

None.

3. Approval of Minutes – August 18, 2015 Finance Committee Meeting

On a motion by Ms. Chamberlain, seconded by Mr. Malone, the Board unanimously voted to approve the Minutes of the August 18, 2015 Finance Committee meeting.

4. FY'17 Budget Development

Seven documents were distributed for review; 'Barre Supervisory Union FY17 Budget Highlights 11/12/15', 'Spaulding High School/CVCC FY17 Budget Highlights 11/19/15', 'FY17 Central Vermont Career Center Projected Tuition' (2 documents; one utilizing \$50,000 from FY16 surplus, one utilizing \$75,000 from FY16 surplus), 'Spaulding UHS and CVCC - SHS FY17 Budget V1 11/19/15', 'Spaulding UHS and CVCC - CVCC FY17 Budget DRAFT 1 11/19/15', and a copy of an e-mail from Carlotta Perantoni, listing her budget related questions. Ms. Perreault started the discussion by providing an overview of the BSU Budget Highlights document, including the creation of two versions of the draft budget (one 'as is', and one with Special Education and Transportation costs included). The equalized pupil method was used to equitably assess each school/district. Proposed expenses were based on past experience. The intent of the law to consolidate all Special Education and Transportation services will allow for shared services and a more equal playing field to deal with fluctuations. It was noted that high school students are assessed in 8th grade, to most accurately project their special education costs. Given a history of consistent special education overages, Mr. Malone queried regarding creation of a contingency fund to help off-set the overages. It was noted that given this year's threshold limit, it most likely will not be possible. Money can't be put into the service plan unless needs are known. It was noted that reimbursement is available for extra costs and extraordinary costs.

Ms. Perreault provided an overview of the SHS/CVCC Highlights document, advising that reserves were in good shape. The General Fund currently has a surplus of \$440,000, the Tax Stabilization Fund is \$393,700, and the Capital Fund has \$213,000. It was noted that there will be overlapping bond payments (#1 for the Auditorium - final payment in January 2016, and #2 Roof - which will continue for a number of years). For consistency, supplies, books, and equipment have been consolidated within each school's budget. This change allows a reduction in the number of categories and will help reduce coding errors. Ms. Perreault provided an overview of the items which increased or decreased significantly, including the addition of a .25 FTE art position, addition of 1 FTE business ed. position, reduction of 1 FTE English position and reduction of 1 Social Studies position. The increase on line 239 (SPED-SPECIALIST OTHER) is mostly due to the reallocation of money from line 238 (SPED – PARA SALARIES). The actual increase is approximately \$5,400. Line 259(SPED – TUITION PRIVATE SCHOOL) has increased due to student needs. Line 473

(BOARD – CONTRACTED ED SRVC) shows a significant decrease as there is no longer a need for a contingency. ROTC revenue was based on 2015 numbers as the projected revenue is not available at this time. Mr. Malone voiced concern that the increase in health care costs has used more than half of the increase allowed under the allowable threshold legislation. Mr. Malone also voiced concern that maintenance issues (including ventilators and a sprinkler system) are costly and may require additional funding. Ms. Perreault recommends moving surplus monies to the Reserve fund for use on maintenance issues. Brief discussion was held regarding the CVCC budget, which has an overall decrease of \$27,941 (approximately 1%). The Tech-Ed position has been taken out and replaced with an Academic position. There are no anticipated new hires. Ms. Chamberlain advised that it would be beneficial to move the Human Services individual up-stairs, thereby positioning an Administrative person at the entrance. Ms. Chamberlain advised that CVCC would like to receive some of the surplus funds to be put toward tuition costs. If \$75,000 from the FY16 Surplus is received, the tuition increase will be approximately \$14.00. Mrs. Perantoni's list of questions was reviewed:

1. The effect of the pay increase, through the negotiated agreement is huge/worrisome – **Two years' salary increase (FY16 & FY17).**
2. Are the Health Insurance numbers reflective of the 7.5% increase? – **Yes.**
3. Midnight Mountain \$80,000 ? – **Line 17 – This is a combination of Midnight Mountain, WCMH, Capstone, VHS Collaborative, River Valley etc.....Some of Midnight Mountain is paid by BCEMS and BTMES.**
4. Chairs under English Equipment....,move to facility furniture? – **Furniture goes by department, not Facilities.**
5. Music Salaries, up \$13,000? – **New .25 FTE position is 2 years combined – new hire has more years of service.**
6. Music Equipment increased \$15,000? – **Increase is actually \$5000 (see lines 181 & 182 equip & equip replacement) and includes 10 keyboards for the new keyboarding course.**
7. Granite Academy (contracted services, moved to supplies \$15,000?) – **Can be lowered. Don M. will adjust.**
8. Athletics equipment increased almost \$5,000? – **See lines 334 and 335 (equip & equip replacement), line 334 for \$12,500 actually reflects a decrease overall.**
9. Guidance supplies increased \$12,200 for PSAT? Breakdown? – **Is a consolidation of line items. The increase is \$3,700.**
10. JROTC – salaries up \$95,000? Reflected in revenue? – **See history -line 410 – In the past this has not been reflected in the budget.**
11. Library supplies increased \$12,833? – **Number reflects line consolidation. Figure represents a decrease of \$1,500.**
12. Library equipment replacement increase \$9,184? – **Again..line consolidation. Figure represents approx. decrease of \$200.**
13. Technology equipment increased \$90,000? – **Again....consolidation (lines 468 & 469)**
14. Special Ed clerical increased \$40,558? – **Beth McKinstry to be moved to this line (#524) – will be approx. \$22,000.**
15. Tech equipment (CVCC) increased \$36,000? – **Moved from line 396 to line 395 – no increase.**
16. Director's office (CVCC) contracted services increased \$4,000 – **moved from line 438 to line 435. Net decrease \$5,300.**

Though many line items have changed significantly, much of it is due to reallocation of monies. A review of the bottom line variance may assist with explaining the overall difference. Ms. Perreault queried regarding the amount to be used from the Tax Stabilization Fund and regarding the threshold that should be used for the overall percentage of increase. Brief discussion was held regarding what threshold committee members thought would be acceptable to taxpayers. Do taxpayers prefer deficits or surpluses? Ms. Perreault reminded the Committee that no Special Article is necessary if all of the surplus is being applied to the FY17 budget.

5. Other Business

None.

6. Next Meeting Date

The next meeting will be held on December 7, 2015 from 5:00 p.m. until 6:00 p.m.

7. Adjournment

On a motion by Mr. Pandolfo, seconded by Ms. Chamberlain, the Committee unanimously voted to adjourn at 5:11 p.m.

Respectfully submitted,
Andrea Poulin