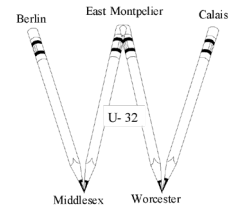


Washington Central Unified Union School District

WCUUSD exists to nurture and inspire in all students the passion, creativity and power to contribute to their local and global communities.

1130 Gallison Hill Road
Montpelier, VT 05602
Phone (802) 229-0553
Fax (802) 229-2761

Bryan Olkowski
Superintendent



WCUUSD Finance Committee Meeting Minutes Unapproved 11.3.20 5:00 - 6:00 pm

Committee Members Present: Flor Diaz-Smith, Scott Thompson, Chris McVeigh, Kari Bradley
Administrators Present: Lori Bibeau and Bryan Olkowski
Others Present: Bill Ford

- 1. Call to Order – Ms. Diaz-Smith called the meeting to order at 5:02 pm.**
- 2. Approve Minutes of 10.21.20 – Mr. McVeigh motioned to approve the minutes of 10.21.20. Mr. Thompson seconded. The motion carried.**

3. Discussion/Action

3.1. Clerk of the Works

3.1.1. Current Capital Projects – Mr. Ford, Clerk of the Works, briefed the committee on the projects within the school district. He stated that there are nine projects that are fully complete with sign offs in hand. Four projects are at final completion, but awaiting final invoices. The DDC system at U32 is pending completion but is waiting for a final check by the engineers. There are two projects that will run into 2021, the Rumney floor and the Berlin driveway. And there is a storm water runoff project at Berlin with an undefined cost that will need to be completed within the next three years. Mr. Ford stated that he will provide the exact date the three years ends to the committee. He also stated there are smaller issues he's assisted with, including a warm water issue at Rumney, and numerous air quality ventilation projects.

3.1.2. Clerk of the Works Contract – Mr. Olkowski informed the committee that Mr. Ford has a contract that runs from February 10, 2020 to February 9, 2021 that was not to exceed 1248 hours of service. As of October, 20, he stated, Mr. Ford has approximately 349 hours left. Mr. Olkowski stated that he would like to get another contract for Mr. Ford spanning from February 2021 through February 2022, with similar maximum hours of service. Ms. Diaz-Smith stated she would like to continue with Mr. Ford as Clerk of the Works, and also would like to have a facilities coordinator. Mr. McVeigh asked Mr. Olkowski to share

the current contract with the committee. Mr. Olkowski stated that he would share the contract, but that it was not required that the committee approve the contract. It is a legal requirement to have a Clerk of the Works in order to do any project, and sense any project has to be the approved by the board Mr. Ford's time will not be used without being authorized. Mr. Bradley asked for a spreadsheet showing the capital projects with cost.

3.1.3. Future Capital Project Planning – At the current time there is a spreadsheet of projects but no capital project plan.

3.2. WCUUSD Budget Draft #1 – Mr. Olkowski began the conversation by stating that the school budget represents the hopes of the school community and that it's a responsibility to support student achievement. He stated that the budget shouldn't be only about cost cutting, but looking at the most efficient and careful ways to spend tax payers money. Mr. Olkowski noted that student outcomes have been flat in the district and when thinking about how to improve the current status he thinks it can be done better, which is one of the reasons he's asked for the curriculum management review.

Ms. Bibeau gave the committee updates on the budget draft, including the two census reports that show the change in enrollment from last year, the total amount of full time employees, and the tech and food service plans. She stated that the next draft will include program changes for Special Ed and instruction and a three year look back to see where there might be budget savings. They will also take a look at grants, the food program, community connections, and the draft review on December 16. Mr. Olkowski stated that the top three items not included in Budget Draft #1 are the curriculum management review, a district wide facilities director, and health instruction.

3.3. WCUUSD Budget Timeline – November 3 – Finance Committee meeting.
November 4 – Full Board meeting. November 18 - Board Budget training .
December 2, January 13, February 17 Community forums. March 1 – Annual meeting.

4. Next Meeting Date and Future Agenda Items

- Energy Project Consultant (Fall)
- Facilities Director
- Community Forum

5. Adjourn - Meeting adjourned at 6:30 pm.

Respectfully Submitted,

Tiffany Miller, Board Recording Secretary

