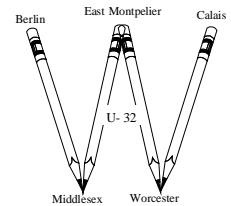


Washington Central Unified Union School District

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

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Debra Taylor, Ph.D.
Interim Superintendent



Finance Committee
11.14.2019 Approved Minutes
8:15 a.m.
Central Office Conference Room
1130 Gallison Hill Road, Montpelier, VT

Members in attendance: Flor Diaz-Smith, Vera Frazier, Scott Thompson

Administration in attendance: Lori Bibeau, Debra Taylor

Guests: David Delcore (Times Argus); at 9:15 a.m. Bill Ford (WCUUSD clerk of the works), John Hemmelgarn with Black River Design (BRD), Megan Riley (marketing manager at BRD)

1. Draft #1 WCUUSD Budget - Ms. Bibeau shared the change summary document. A discussion was held regarding supervisory union staffing. Ms. Bibeau shared rate increases relative to a level service budget, and discussed staffing changes approved by the board so far - \$160,000k. Ms. Frazier asked for a breakdown of costs for long-term FTE staffing changes.

Mr. Thompson asked that the wording "merger savings" on the WCSUUSD Budget Change Summary be changed to "audit savings due to merger."

A discussion was held regarding salaries and benefits, staffing changes, costs or savings of nonsalary items and other items. Ms. Bibeau shared that through conversations with principals, it was discovered that most district schools did not have contingencies for replacing classroom equipment or for funding pre-k students with high cost IEPs. Those estimates were added to the budget. Ms. Bibeau noted that the U-32 bond payment will be paid in full this year, resulting in large savings of \$460,000. The net impact on taxes is an increase of 2.77 percent.

Mr. Thompson asked to have a "percent change" compared to the previous year on the bolded category totals on the Draft #1 Level Service Budget document. Ms. Bibeau will add.

2. Budget 101 Training - The committee recommended a board training before the December 4 board meeting.

3. Action items

- a. Ms. Taylor shared that a tractor for snow removal at Rumney was rebid based on specifications changing. WCUUSD received a lower bid from another company. Ms. Taylor recommended that the committee recommend the board approve this bid. *Mr. Thompson made a motion to approve the purchase of the tractor for Rumney, as stated. Ms. Frazier seconded. A discussion ensued regarding the bid process. The motion was approved unanimously.*
- b. Ms. Taylor noted that a modified bill from Calais and smaller bill from Rumney related to the additional individuals to oversee elections were submitted. A discussion ensued regarding how billing for future elections would happen. *Mr. Thompson made a motion to recommend to include the town election expenses for the school district in the board order for the fiscal year 2019. Ms. Frazier seconded. The motion was approved unanimously.*
At the next finance committee meeting, the group will make a recommendation to the full board regarding future school election reimbursements.

4. **Review of capital expenses and improvements** – Mr. Hemmelgarn shared a 2020 Priority Capital Improvement Summary which included the type of expenses, ongoing maintenance, planned/scheduled replacements, and unforeseen expenses for each district school. He gave an exclamation point rating system of identified improvements. A discussion ensued.

A discussion ensued regarding saving and reserving funds, and capital funds versus bonds. A discussion ensued regarding capital funds that schools brought into the combined district. A discussion ensued regarding projects that have been completed at Doty Memorial School that were not included in the spreadsheet.

Mr. Ford noted that the time to consider projects for next summer is now. Ideally, bids would go out by the second week of January.

5. Executive session – *Mr. Thompson made a motion to enter into executive session at 10:09 a.m. Ms. Frazier seconded. The motion passed unanimously.*

Mr. Thompson made a motion to exit executive session. Ms. Frazier seconded. The motion passed unanimously.

Meeting adjourned by consensus at 10:40 a.m.

Respectfully submitted by,
Hollie Friot, Board Recorder