

Budget and Finance Committee Meeting

08/04/2021

Called to Order: 5:05pm

In Attendance: Tracy Bigney, Cherie Faulkner, Holly Whitmore (Board Member), Susan Smith, and Kelly Theriault,

Committee Members Absent: Tracy Roberts

Elect Chair/Vice-Chair: Tabled until all Budget and Finance Committee members are present.

ED279 update:

- Superintendent Smith advised RSU 63 is receiving an increase from the State of Maine in the amount of \$351,978.67
- This year only, school boards have spending options
 - Spend more in a cost center
 - Increase amount to reserve account
 - Help decrease town tax cost
 - Keep money in general fund balance
- Superintendent Smith recommends to wait and see how the Indoor Air Quality projects progress. Costs are higher than anticipated, so far. Committee members supported this recommendation.
- Cherie Faulkner asked about ESSER III. Supt. Smith advised the application was returned yesterday from the State asking for more details. Kelly Theriault advised spending time frames have changed and allows for longer periods of time to spend funding.
- Kelly Theriault was notified the full Food Service Audit is a requirement again this year. This is a very in-depth, time consuming process.

Facilities

- **Bus Garage:** Superintendent Smith shared a copy of the draft agreement from Chuck Lawrence's lawyer and the RSU 63 lawyer to purchase the property from Mr. Lawrence in the amount of \$260,000. Kelly Theriault recommends not taking on more debt and to use funds from the capital reserve (Capital Reserve Balance as of July 2021: \$451,341.00). Superintendent Smith is working closely with legal counsel to ensure the process of taking funds out of the capital reserve is done in accordance with school law. This purchase will not have to follow the referendum process. It can follow the public town meeting style, raised hand vote process.

Support Staff Handbook

- Staff position counts were shared.
- Some language was reviewed and discussed. Insurance waiting periods for new hires was discussed. Changes were recommended to the current language to start insurance the first of the month after hire date.
- Long Term and Short Term Disability discussed. In the past, we have not had the staff support for short term disability. Long Term Disability language will be added to the handbook.
- Juneteenth, the newest Federal and State Holiday was discussed. This holiday is recommended to be added to the paid holiday schedule for all staff with language for school year only employees to be eligible only if the holiday occurs during the school year.
- Personal leave, sick leave, vacation days, and earned paid leave discussed. Vacation day adjustments were recommended.
- Tracy Bigney mentioned changes to Family Medical Leave to include grandchildren. Kelly Theriault will look into that.
- All proposed staff pay scales were reviewed and recommended to approve.

Next Meeting

- Wednesday, August 18, 2021 at 5:00pm, Holbrook Middle School (Regular Monthly Meeting)

Meeting Adjourned: 6:35pm

Approved: August 23, 2021