

Budget Committee Minutes

March 10, 2021

4:30 p.m., Hampden Academy - Library and Google Meet meet.google.com/ueq-jzot-txe

Attendees	Role	Telephone/email
Regan Nickels	RSU 22, Superintendent	862-3255/rnickels@rsu22.us
Christine Boone	RSU 22, Assistant Superintendent	862-3255/cboone@rsu22.us
Trish Hayes	RSU 22, District Accountant	862-3255/thayes@rsu22.us
Rob Frank	RSU 22 Board, Budget Committee Chair	862-3255/rfrank@rsu22.us
Allan Gordon	RSU 22 Board Member	862-3255/agordon@rsu22.us
Jayne Dyer	RSU 22 Board, Budget Committee Member	862-3255/jdyer@rsu22.us
Heath Miller	RSU 22 Board Member	862-3255/hmiller@rsu22.us
Faye Anderson	RSU 22 Board Member	862-3255/fanderson@rsu22.us
John Holmes	RSU 22 Board Member	862-3255/holmesj@rsu22.us
Mary Anne Royal	RSU 22 Board Member	862-3255/mroyal@rsu22.us
Distribution	Company/Affiliation	Telephone/email
Attendees	Nate Savage	
Board of Directors	RSU 22	Contact Info on district website

Meeting Agenda:

Old Business:

- Approval of Minutes 2/10/21 Articles 8,9,10,11 (Transportation, Facilities, Debt Service, Nutrition)
- FY 22 ED 279 Valuations

New Business: Article 6 System Administration
Article 9 School Administration

Other:

Next meeting: March 31st Articles 4, 5 and 15 (Other Instruction [athletics/co-curricular], Staff and Student Support and Adult Education) via Google Meet

Meeting History	
------------------------	--

2/10	Background (last year's budget, steps, calendar, dates, etc.) Articles 8,9,10,11 (Transportation, Facilities, Debt Service, Nutrition)	
3/10	Articles 6 and 7 (System and School Administration)	
3/31	Articles 4, 5 and 15 (Other Instruction [athletics/co-curricular], Staff and Student Support and Adult Education)	
4/14	Articles 1 and 2 (Regular Education and Special Education Instruction), Preliminary ED 279, state valuation	
5/5	Article Revisions and Updates	
5/12	Final Budget Presentation	
5/19	Board of Directors Ratification of Budget	
June	Tuesday the 1st Public Budget Forum, Thursday the 3rd** tentative meeting, Tuesday 8th Budget Referendum Validation Vote	

Article Number	Article Name	Notes
3/10/2021	Opening Remarks	Regan opened the meeting and asked for a vote on the meetings of the February 10, 2021 meeting. Motion: Faye Second: Rob. Passed. Town valuation information that was requested at the February 10th meeting was projected and explained. The ED-279 information is the amount that is required in order to receive the state subsidy. This is the ED-279 that was issued on January 25, 2021. Section 4. Introduced Articles 6 and 7 as the topics of this week's meeting.
2/10/2021	FY 22 Budget Process Introduction Opening Remarks	The meeting opened at 4:35. Online and in person attendance. FY22 Budget process. Budget Committee consists of Chair Rob Frank, Board Members Jessica Hamilton and Jayne Dyer, Superintendent Regan Nickels, Assistant Superintendent Tina Boone and District Accountant Trish Hayes. The school budget is a target for success. RSU 22 is thankful for community support. The budget meeting schedule was reviewed and is listed above for Wednesdays from 4:30-6:00 pm. Executive Order 8A adjusts the budget timeline. The traditional district budget meeting format will not be held due to continued requirements for indoor meeting limits and physical distancing. Just as last year, significant virtual meeting opportunities are scheduled ahead of the school district budget validation referendum.

		<p>Superintendent Nickels introduced the district funding formula report; the ED-279. Major funding factors of the ED-279 are: enrollment (attending pupil enrollment is down by 72 students for FY22), State contribution 69.24% for FY22, valuation for each town (each town has increased valuation for the coming year). FY21 budget was \$34,281,554.48. Reviewed the Corona Relief Fund (CRF) grants provided to RSU 22 during FY21. Increase of \$302,000 from the State over FY21 allotments. Powerpoint presentation was completed and moved onto review of the ED-279.</p> <p>Next meeting: March 10th Article 6 System Administration; Article 7 School Administration Google Meet</p> <p>Motion to adjourn by Board Member Dyer, second Board Member Gordon Vote unanimous to adjourn meeting at 5:35.</p>
3/10/2021	Article 6 System Administration	<p>Article 6 consists of the Board, Central Office and Business Office expenses required to run the district. The four categories of the System Administration were explained. Regan highlighted that her salary is all now contained in the Executive Administration line, where in past years she had been split between the Executive Administrative line and the Central Office Fiscal. \$933,013,22 proposed for Article 6 for FY22. The increase in the Board of Directors relates to an increase in dues and streaming costs for board meetings. Overall an increase of \$7,993.40 over FY21.</p>
3/10/2021	Article 7 School Administration	<p>Article 7 consists of the School Administration. A modest increase of \$6950.78. Increases in salaries for principals, decrease in the administrative assistants salaries due to the change of calculating from hours worked to number of days per year. Increase in the benefits for administrative assistants benefits due to a correction in how the system calculated the annual health insurance costs, the software support fees increased because the entry was not included in FY21. There was an increase in the dues and fees for FY22 and to allow for travel to an administrative retreat (assuming travel and gathering is allowed).</p>

		<p>Questions: Faye asked about positions that were asked for last year, but not included in the final budget. Explained that when an administrative assistant retired the person hired to replace her was a finance assistant. Jessica asked for an update of the system and school administrative costs compared to state wide. Last one was 2018. Will provide when available.</p>
2/10/2021	Article 8 School Transportation	<p>Cyr Bus has agreed to hold the cost for FY22 to FY21 contracted transportation costs. We have increased the cost estimate for transportation of special education students. Salaries decreased in this area due to fewer tuition students in need of transportation. RSU 22 pays the cost of gas for our van fleet and diesel for the buses. Was an equity lens applied to preparing the budget? If so, how was it applied? Yes, related to special education transportation.</p>
2/10/2021	Article 9 Facilities Maintenance	<p>Reviewed the components of Article 9. Snow removal for FY22 will be put out to bid. Attempting to right size the electricity and oil/propane for the coming year. Review of contracted services and possible change in personnel in the maintenance department. Questions regarding increases in salaries/benefits and contracted services were answered.</p>
2/10/2021	Article 10 Debt Service	<p>Article 10 contains the debt service for RSU 22 and the Frankfort debt flows through which was brought to the district when Frankfort joined the district.</p>
2/10/2021	Article 11 School Nutrition	<p>Proposing support of \$50,000 for FY22 school nutrition services. We will monitor as we go through the budget process, but COVID has put a drain on the fund balance the food service program has enjoyed in the past.</p>