

Budget Committee Minutes
March 31, 2021
4:30 p.m., Hampden Academy - Library and Google Meet
Meeting ID
meet.google.com/mub-imgf-qgg

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 3/10/21 Articles 6 & 7 (System & Building Administration)

New Business: Article 4 Other Instruction [athletics/co-curricular]

Article 5 Staff and Student Support

Article 15 Adult Education

Other:

Next meeting: April 14th Articles 1 and 2 - Regular Education and Special Education Instruction

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
3/31/2021	Opening Remarks	<p>Superintendent Nickels opened the meeting at 4:30. Budget Committee members were sent the March 10, 2021 meeting minutes. Chair Frank asked for approval. Motion: Dyer Second: Hamilton Motion Passed.</p> <p>Superintendent Nickels introduced Article 4 - Other Instruction, Article 5 - Student and Staff Support and Article 15 - Adult Education our program is known as the Riverside Adult Education Partnership.</p> <p>The next meeting is set for April 14, 2021. Articles I and 2 will be presented at that time.</p> <p>The meeting adjourned at 5:31 PM.</p>
3/10/2021	Opening Remarks	<p>Superintendent Nickels opened the meeting and asked for a vote on the meetings of the February 10, 2021 meeting. Motion: Faye Second: Rob. Passed.</p> <p>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.</p> <p>Introduced Articles 6 and 7 as the topics of this week's meeting.</p>
2/10/2021	FY 22 Budget Process Introduction Opening Remarks	<p>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</p>

		<p>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> <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>
3/31/2021	Article 4 Other Instruction	<p>Superintendent Nickels presented the documents for Article 4. The costs of co-curricular and athletics are contained with Article 4. The proposed budget for FY22 is \$1,009,749.64, an increase of \$1,977.56 or a .20% increase over FY21. Superintendent Nickels explained some of the changes within the Article. Stipends are paid for co-curricular and athletic activities. Changes in staff result in the slight changes. Summer School at HA is included for credit recovery and remains stable over the past few years. Curriculum Director Giard is working to offer more programming for summer school (camp) during the summer of 2021 thanks to federal funding expressly for use to help students that may have lost ground during this past year of COVID-19. Many districts are finding it difficult to find people who are willing to teach</p>

		<p>during the summer. Northern Light provides the trainers for both middle and high school sports and we have built in a slight increase for FY22. Board Member Royal asks about lessons learned during COVID-19. Superintendent Nickels explained that special funding (CRF funds) was made available to try to alleviate some of the impact of COVID on sports and co-curricular. Board member Hamilton has asked for a breakdown of how much was received, how it was spent, and what is planned for going forward.</p>
3/31/2021	Article 5 Staff and Student Support	<p>Article 5, Student and Staff Support, was projected and reviewed by Superintendent Nickels. The proposed amount of Article 5 is \$2,934,948.10 or a 6.99% increase. The increase in guidance results in salary/benefits increases and National Board certification stipends. Health Services benefitted from COVID-19 funding. The decrease in the FY22 budget results primarily due to the retirement of a veteran nurse and a newer staff hired. Nursing needs will continue to be monitored throughout the pandemic. Chair Frank suggests that we include an article regarding the CRF funding provided in FY21-22 in the budget edition of the LINK 22 so the public is aware of what has been provided through the funding. Director Savage updated the committee on the need for network upgrades that will need to be done this summer with the help of E-Rate. He also addressed the end of the MLTI project and the need to upgrade systems so we don't lose connectivity when the MLTI change comes a year down the road. Board Member Hamilton asked if we were terminating the MLTI contract or if it was out of our control? Nate explained that during FY21 the Governor implemented a bridge year in the MLTI program. Technology Director Savage explained it is not really a contract - it is a service that is offered to schools, but the networks will no longer be serviced by the Maine State Library. Questions about managing the network once it becomes ours. Asking for a second full-time tech to help manage all the new equipment and networks. Board member Hamilton states it would be beneficial to inform the public as best as possible of the funds received and how they were spent within the categories, stressing the conservatism used to address as many needs as possible. Superintendent Nickels showed the application and explained the budget process of CRF-1. ESSER-1 and ESSER II are heavily supporting student support and professional development. Curriculum Director Giard spoke about Title IIA and how that was used to support professional development. ESSER-III details</p>

		are yet to be shared from DOE. Improvement of Instruction was reviewed. Math has been a focus in RSU 22, literacy is now being focused on as well. PD has shifted to virtual at a reduced cost to the district. NWEA has been the district's assessment tool and have learned that it is the state's assessment choice moving forward. Some district funds will be needed to support the usage going forward.
3/31/2021	Article 15 Adult Education	Adult Education is a partnership with RSU 26 and RSU 34, however, this budget reflects only the share that RSU 22 is responsible for. Rebecca Cross, Adult Education Director, introduced herself and spoke about how her RSU 22 staff were able to pivot and continue to offer services during 2021. Five students will graduate this spring, Jail Program graduates are on tap, 11 students are currently enrolled. Director Cross is working hard to encourage students to take the HISET test and also to continue their education to graduation. Board member Hamilton asked if more people are interested in continuing their education recently. Director Cross reports that people are taking the time to invest in themselves. The guidance counselors are doing a great job of referring students to Adult Ed. 500 community members were served a year ago, with 139 community members taking advantage of the courses offered during the pandemic. Looking forward to a big year filled with enthusiasm next year. Director Cross thanked the board for their support.
3/10/2021	Article 6 System Administration	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.
3/10/2021	Article 7 School Administration	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

		<p>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: Board Member Anderson 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. Board Member Hamilton asked for an update of the system and school administrative costs compared to statewide. 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>