

MT. BLUE REGIONAL SCHOOL DISTRICT



COMMUNITY | CULTURE | CURRICULUM

"Working together to provide high quality educational opportunities for all."

227 MAIN STREET, FARMINGTON, ME 04938

(207) 778-6571 | (fax) 778-4160

Personnel & Finance Committee

Agenda Notes

October 7, 2025 | 5:30 pm - 6:20 pm

Holman House - District Office Conference Room

Members Present: Amanda Caruso, Gloria McGraw, Rich Ruhlin, Jeff Barnum

Members Absent: Josh Robbins

Other Members Present: Gwen Doak

Staff Present: Christian Elkington, Monique Poulin, Alison Gamache

Other Staff Present: None

1. Call Meeting to Order - Vice Chair Caruso

- a. Called to order at 6:02

2. Previous Committee Minutes- [09-09-2025](#) - Chair Robbins

- a. Approved at 9.23.25 Board meeting
- b. Any questions?
 - i. None

3. [25-26 Warrant Schedule](#) - Director of Finance Gamache

- a. Questions?
 - i. Thanks to Rich and Jeff for signing this week!

2. Updates - Gamache

a. [25-26 Monthly Budget Update](#)

- i. September
 - 1. Alison reviewed the document. Article II is Special Education and funds are encumbered early in the year for a majority of the year. Out of district placement fund needs are a little higher than we anticipated.
 - 2. Transportation and Operations also encumber funds early in the year. So that bills can be paid directly without constant warrant signings.
- ii. [Q325 MaineCare Seed Adjustment](#)
 - 1. Updated #s?
 - a. Alison reviewed the figures in the document.
 - 2. Questions?
 - a. SEED stands for? It is not an acronym but is the term used for the state matching funds required for medical claims.

- b. 23-24 Audit
 - i. Error found in school nutrition beginning in FY23
 - 1. We have been working on resolution
 - a. Our records are correct, but the auditor overstated revenue and so they will be making the adjustment. This is for School Nutrition only.
- c. [24-25 Updated Balance Forward #s](#)
 - i. Alison reviewed the document that was distributed.
 - ii. The estimated unassigned fund balance to use in FY27 is \$2,600,466 (5.76%).
 - 1. We did not need to use the 2.095 million from FY25 to reduce taxes as expenses were less than budgeted. It will be added to the Fund Balance.
- d. Committee Functions & Duties - Elkington
 - i. Now on the website

3. New

- a. CDS (Child Development Services) cohort - Elkington
 - i. Will join 26-27 (cohort 3)
 - 1. 4 year olds in 26-27
 - a. Will be supported by RSU #9 and will likely pick up some expense as the state reimbursement rate may be less than our costs as it is based on a formula.
 - 2. 3 year olds in 27-28
 - a. Same as 1.
 - 3. Services may not be in our schools, and we will need to decide where and how they will be provided.
 - 4. IEPs for students of that age-It is more difficult to identify them. Our identification rate may be different.
 - 5. The thinking around the country is that the district could do a better job of servicing impacted students and that transitions of services will be improved.
 - 6. It was suggested that this is one more thing that should be shared with the public. That the district is taking on more responsibilities.
 - 7. We will need to get to know the preschools better in order to assist with this transition.
 - ii. We'll receive a readiness survey to help with our planning.
 - iii. A team will be involved in initial discussions with the Early Childhood Sped team
 - 1. Sup't, Directors of Finance & Special Ed., Assistant Director of Special Ed, a transition lead and others
 - iv. Expectations
 - 1. We will be transitioning to our oversight of these students and not the state.
 - 2. We will need a dedicated coordinator
 - a. Which will be an expense.
 - b. The superintendent does not feel that we have the bandwidth to give this responsibility to someone else already working for us.

- b. Bus Lease Purchase - Gamache
 - i. [MCB Leasing](#)
 - 1. This used to be Gorham Leasing.
 - ii. [Franklin Savings Bank](#)
 - iii. Discussion, Questions, Vote
 - 1. One percent difference between the two and Alison suggested supporting MCB Leasing bid.
 - 2. Motion
 - a. Rich proposed a show of hands to support MCB Leasing-unanimous.
- c. Architect assessment drafts for MBC and Mallett review - Elkington
 - i. [Mallett](#)
 - ii. [MBC](#)
 - 1. Will be a shared cost, split 2/3rds - 1/3rd with FTC
 - iii. These assessments also take into account the grounds of each school
 - iv. The superintendent does not feel that we have the time or expertise to do this ourselves as our people are very busy and these two facilities have more technical needs requiring more experts in their fields.
 - 1. Cost?
 - 2. Where will we take it from?
 - a. Chris reviewed the memo related to funding.
 - v. The Operations Committee's thoughts?
 - 1. The sub-committee reviewing assessments from other buildings was concerned about the significant figure and thought that our maintenance team might be able to address some of this planning.
 - 2. The hot water heater work was fully supported by the Operations Committee.
 - 3. It was felt that some of the entities who currently do business with us could give us input, and we could save some on the Sealander reports.
 - 4. Some of the items on the reports had already been identified and addressed. The thinking was to save funds.
 - 5. Related to budget, this is a bigger picture conversation. Can we have a session to prioritize some things as a board? It is difficult to know what to support when there could be many other requests of this type.
 - 6. The 10 year plan should direct us, and the plan so far is based on the Sealander reports.
 - 7. Maintenance has much on their plate. Budgets have been cut in the past, and some of the maintenance items were not addressed and did not have documentation to back up needs that were passed on.
 - 8. There is a concern that there might be a conflict of interest if we have our contractors give the input on what projects should be prioritized.
 - 9. We should be consistent with who we use for assessments.

10. Operations agreed to go back to the sub committee to share thoughts and to see if there were a specific area or two that could be cut from the proposed assessment prior to moving forward.
- vi. Funding will come from where?
 1. [Superintendent memo](#)
- vii. Discussion, Questions, Vote
 1. Motion
 - a. Approve as provided in the agenda and memo and the cost would come from the reserve account-unanimous.
- d. MBC Hot Water Heater replacement needs - Elkington
 - i. [Planning Review](#)
 1. Why?
 - a. Chris reviewed the details of the document.
 2. Replace one and would like to replace two
 - ii. Hot water heaters
 1. Choice (chip boiler room DHW1) \$45,973
 2. Will feed HW to kitchen/rest of building if the operating DHW2 quits
 3. Re-pipe Turbo Max Hot Water heater \$11,566
 - iii. Funding will come from where?
 1. [Superintendent memo](#)
 - iv. The Operations Committee's thoughts?
 1. See 3.c.v. above
 - v. Discussion, Questions, Vote
 1. Motion
 - a. Approve as provided in the agenda and memo and the cost would come from the reserve account-unanimous.
- e. Extra teacher reimbursement funds for 25-26 - Elkington
 - i. [Memo](#)
 1. This document was the answer to a question from a board member.
 2. The board is mindful and appreciative of what teachers expend in support of students. It was suggested that this topic should be addressed in negotiations and in the contract given that it is where it is currently.

4. Next Meeting - November 4, 2025

5. Adjourned at 7:02.

6. Future Agenda Items:

- 23-24 Audit review
- Fiscal Monitoring SPED
- Digitize Warrant Signing
- # of students who moved in