

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

February 4, 2025

6:00 pm - 7:00 pm

The RSU 9 District Office, Main Street Farmington

Members present: Gloria McGraw, Jeff Barnum, Greg Kimber, Josh Robbins

Members absent: Rich Ruhlin

Other members present: Dee Robinson

Staff present: Chris Elkington, Monique Poulin

Other staff present: Alison Gamache

1. **Call Meeting to Order** - Chair McGraw
 - a. Meeting called to order at 6:01

1. **Previous Committee Minutes- [01/07/2025](#)** - Chair McGraw
 - a. Any questions?
 - i. None

2. **[24-25 Warrant Schedule](#)** - Director of Finance Gamache
 - a. Questions?
 - i. Up to date

3. **Updates**
 - a. FY26 Budget Discussions - Elkington
 - i. 0.75 - 1.0 % is the overall budget target increase
 1. This could mean the increase to towns of about 3 to 4%. This is what our target will be when we present to the Budget Committee for review.
 2. All schools will have one teaching position reduced. District-wide cost centers will have other various reductions.
 3. Are there increases in any areas?
 - a. Besides negotiated salary and benefit increases, we plan to put funds towards the areas that are under budgeted, necessary, and caused us to go with a freeze - subs, overtime and Central Supply line.
 - b. These areas have increased year over year for the past few years.
 - c. Will Paid Family Leave exacerbate the number of days allowed (and taken)? To be determined but it could.
 - b. **[24-25 Monthly Budget Update](#)** - Gamache
 - i. January numbers look good as far as percentages. Concerns are noted in ii.

- ii. February Review
 - 1. Alison distributed a document with more detail included.
 - a. Substitutes-only about \$102,000 in the budget left to get through the year.
 - i. Can we budget one for one to cover all anticipated subs? Or is there a better way to budget more accurately?
 - 1. Our sub budget would double if we did this.
 - 2. We have several staff who don't take all their days and several who take most.
 - ii. The Sick bank helps those staff who run out of days.
 - iii. One sub position at a school every single day over a year equals \$25,200.
 - iv. Is there an incentive program for not using days? There is a small incentive but not really used by many.
 - b. OT-only \$15,000 left to get through the year.
 - c. Courses-#s of requests are down since the Freeze was enacted.
 - d. Central supply- \$15,000 left for K-8; only \$2,300 left for 9-12; custodial already overspent by \$15,000. This line has been overspent for many years. We plan to budget close to the actual for 25-26 and to hold cost center managers to their budget.
 - e. Alison will get details related to personal days for the next meeting.
 - c. How is the change to Franklin Savings Bank going?
 - i. Great transition and excellent support. It was the right decision!
 - ii. Interest from short term investments goes to our balance and will be put in the budget for 25-26.
 - d. Paid Family Medical Leave
 - i. Agreement was reached
 - 1. MOU [PFML MOU 1-6-2025.pdf](#)
 - a. The Association agreed to a 50/50 split. District had to take at least 50% of the cost by statute.
 - 2. [FML Update](#)
- e. CCHS - Iburguen
 - i. Leach field
 - 1. Progress
 - a. Some progress has been made but some further testing needs to be done. We need to add a pump since a gravity system won't work. Thinking it might be April for install.
- f. MBMS - Elkington
 - i. Bjorn Culinary Center
 - 1. Revised quote of \$54,000 without hoods and ranges; it now includes two electric convection ovens. Waiting on a quote for electrician and plumbing installation.
 - ii. GYM
 - 1. All is going well. The floor installation team will put one more coat on the floor likely over February break at no cost.
 - iii. Basement
 - 1. Day Treatment staff and students have moved into their space.
 - 2. Speciality Services will need to complete the pipe work when the heat can be shut off, maybe April vacation.
 - 3. Other spaces will wait until the heat is finalized.

- iv. Office door
 - 1. Should happen this week or next.
- v. Kitchen expansion
 - 1. Once the quotes are in from the electrician and the plumber, we can take next steps to purchase the pad as in-kind support.
- g. MBHS -
 - i. Gym
 - 1. No more leaks.

4. New - Gamache

- a. 23 Audit
 - i. Updated Corrective Action doc changes
 - 1. [CAP FY23 Draft #2 .pdf](#)
 - a. Wording had to be tweaked.
- b. CAP Assets Policy DNA change
 - i. [cap assets policy change.pdf](#)
 - 1. Asking that we move the figure to \$5,000 instead of our current policy at \$2,000.
- c. Finance of bus purchases (2)
 - i. [RSU Proposal 01152025150109.PDF](#)
 - ii. [SKM_C360i25011411380.pdf](#)
 - 1. Alison reviewed the proposals.
 - 2. FSB is less expensive, and so we will go with them.
- d. RFP suggestion - tabled
- e. [Solar Project Review](#) - Gamache
 - i. Savings
 - 1. Gamache reviewed some of the work completed by Assistant Finance Director. Savings of around \$150,000 per year has been the norm!
 - ii. Will put back on the agenda for March so that Jody can be present.

5. Next Meeting - March 4, 2025

6. Adjourned at 6:53.

7. Future Agenda Items:

- March
 - 23 Audit Balance Forward
- Staff Resignation Survey