

Personnel and Finance Committee

Agenda Minutes

February 6, 2024

6:00 - 7:00 pm

The Forum, Mt. Blue Campus

COMMUNITY | CULTURE | CURRICULUM

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

Members: Josh Robbins, Rich Ruhlin, Jeff Barnum, Greg Kimber

Other Board Members present:

Staff: Christian Elkington, Monique Poulin

Other staff present: James Black, Jody Harmon, Kevin Bremner

1. **Call Meeting to Order** - Vice Chair Robbins
 - a. Meeting was called to order at 6:02

2. **Review [minutes](#) from the last meeting** - Vice Chair Robbins
 - a. Any questions?
 - i. None

3. **[23-24 Schedule for Signing of Warrants](#)**
 - a. Any questions?
 - i. None

4. **Updates - Elkington**
 - a. 23 Audit Work
 - i. Our Firm is behind. We do not have a new update.
 - b. **[23-24 Monthly Budget Update](#)**
 - i. Review
 1. We are right where we need to be; no concerns.
 2. We have been able to purchase items by moving funds from one line to another due to priority needs.
 3. Superintendent Elkington will be bringing a request for a van (or two) due to a recent accident, to the full Board next week. These will be financed over time.
 - ii. Concerns?
 - iii. Questions?
 1. There will probably be \$4,000 from insurance to go toward the purchase/lease.
 - c. **[Nutrition Grant](#)**
 - i. Update
 1. Has been approved for the next level of the application process.
 - ii. Next steps
 1. Still not sure we have the bandwidth to make it happen if we receive the funds.

d. Staff Exit Survey

- i. <https://www.surveymonkey.com/r/CCLH3YC>
 - 1. This is what will be shared with all staff who exit the district.
 - 2. Feedback
 - a. Can we add more positive elements? What went/is going well in RSU #9?
 - i. HR will be asked to do so.
 - 3. This is our first attempt at an exit survey.
 - 4. We will ask staff to complete it after they submit a letter of resignation. We will follow up with folks to encourage them to give us feedback.
 - 5. We have not yet decided how we plan to share the information. We need to maintain confidentiality so it may be an end of year review during the summer of all responses.

5. [Solar Investment Review](#) - Jody Harmon Assistant Director of Finance

- a. Set-up/Credits
 - i. Jody reviewed the slideshow and the district goals.
- b. New Contract
 - i. Questions/Comments
 - 1. The Holman House has been added. The company worked with us and only had one week's worth of data to project. We can adjust percentages over time.
 - 2. When we bought into the grid, we thought that this would fund 80% of our electricity use. This was all based on an estimate of what the solar farm could produce. We now have an excess but will maintain our percentage of the farm due to projected increase in use and the current contract.
 - 3. Do we know how much is being saved?
 - a. We have not had the capacity to do this research. We will plan to start this.
 - 4. The tariff rate goes up and down and is currently at .17.
 - 5. CMP is researching cascading credits for us. We are held to the current language based on the contract.

6. Grants - Elkington

- a. **RFA - First Ten Community Grant - Poulin**
 - i. [Application](#)
 - a. The application focuses on CCHS as an extension of the Community Schools grant.
 - b. There will be three years of funding.
 - c. A position will be funded to look at the opportunities to expand what we now do at CCHS and district-wide.
 - d. This would be an opportunity to expand our knowledge base and build capacity both at CCHS and within RSU 9 and not to just automatically add a position.
 - 2. Review
 - a. Long term costs

- d. Director Redmond-Luce received an approval (4-0) to move to the next step of the grant process for a sum of up to 1.5 million dollars.
 - i. Board Member feedback was incredibly strong.
- e. As an aside, a move would free up space for MBHS and FCTEC.
- f. We will know by May, 2024 if the grant is funded. We would need to move into the building by August, 2026.
- ii. Questions?
 - 1. What would the long term budgetary expenses be?
 - a. We would not be looking to add staff unless the program grew.
 - b. The Telemedicine piece would be paid for through insurance & a hospital partnership along with HCC
 - 2. There is a potential for more funds to be allocated.
- iii. Approval
 - 1. All were in favor of Director Redmond-Luce moving forward with the grant 4-0

7. 24-25 Budget

- a. [24-25 & beyond Student-Staff Tech Upgrades](#) - Kevin Bremner
 - i. The committee will stay for the start of the next meeting to hear the presentation. Please see Ed Policy minutes.
- b. [Balance of allocations/Fund Balance](#) - Elkington
 - i. The superintendent reviewed the doc as questions had been asked about what the law says.

8. Next Mtg. March 5, 2024

9. Adjourned at 7:05

10. Future Agenda Items:

- a. AI Planning Update
- b. Community Non-profit Organizations use of school facilities
 - i. Do we want to charge a fee?
 - ii. Do we want costs to be passed on to groups?
 - 1. When staff are available?
 - 2. When staff are not available?
 - iii. Current Policies