

Personnel and Finance Committee Minutes

Revised 4/13/20

April 7, 2020

6:00pm - Zoom Meeting

Members: Irv Faunce, Carol Coles, Dennis O'Neil, Jesse Sillanpaa, Tami Labul

Absent:

Other Board Members Present: Cherieann Harrison, Josh Robbins, Lisa Laflin

Staff Present: Tina Meserve, Kris Pottle, Sue Pratt, Monique Poulin, Katie Duchesne, James Black

1. Superintendent's Evaluation- Cherieann Harrison
 - a. June evaluation timeline. Committee members are asked to review the evaluation tool prior to starting the process. Committee agreed to have feedback about the tool sent to Cherieann and Irv and make adjustments if necessary. Superintendent does a self-assessment using the same tool. Tina said she will include her reflection on goals approved in November as well. Each board member completes the survey and sends it to Cherieann and Irv.
2. 3rd Quarter financial review- Kris Pottle
 - a. Bilingual Program line will exceed its budget because we are required to provide services to more qualified students than expected
 - b. Technology Administration line is low because it includes the cost of \$40,000 for the Forum sound system work completed this year. The money was available in several different lines to cover the cost of this upgrade.
 - c. The local cost of the high school building project interest cost of \$66,000 is showing in the Business Office line. That may need to move to another line. We are waiting for direction on what line to post this.
 - d. Special education has some lines over-expended but the overall cost center should not go over. Out-of-district costs are encumbered at 100% attendance and will be revised to actual at the end of the year. That line will be closer to expected once the adjustment is made.
 - e. There are 7 payrolls left this year totaling about 6.2 million dollars. That leaves approximately 3 million left for other ongoing expenses (electricity, phone system, facilities repairs and projects etc...).
 - f. Tina shared that the budget was recently frozen to ensure enough money is left should there be a revenue shortage due to the coronavirus.

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3. Families First Coronavirus Response Act- Sue Pratt
 - a. Sue gave a presentation outlining the Emergency and Expanded FMLA
 - b. Emergency Act provides 2 weeks of paid time for those who meet the qualifying conditions at 100% or 66% pay depending on the situation. The Act also provides 2 weeks of leave to care for children in the event of closure of school/daycare due to COVID at 66% pay.
 - c. Expanded FMLA provides up to 10 weeks of partially paid family and medical leave for those who qualify for the care of their children in the event of the closure of school/daycare due to COVID
4. Budget FY21 vote and considerations- Tina Meserve
 - a. June 9th vote has been delayed to July 14. This will mean we will go into the next fiscal year with the same budget at FY '20.
 - b. Governor has extended the time for budget votes to be taken from June 30, 2020, to January 2021.
 - c. This adds complications for wage increases and the current negotiations.