**Agenda Notes**

August 1, 2023

6:00 - 7:00 pm

The Forum, Mt. Blue Campus

COMMUNITY | CULTURE | CURRICULUM

Working together to provide high-quality educational opportunities for all

Members: Gloria McGraw, Josh Robbins, Greg Kimber, Rich Ruhlin

Other Board members present: Carol Coles, Libby Kaut, Dee Robinson

Staff: Alison Gamache, Christian Elkington, Monique Poulin

Other staff present: None

1. Call Meeting to Order - Superintendent Elkington
   1. At 6:00 pm
2. Elect New Chair - Elkington
   1. Nominations
      1. Rich Ruhlin nominated Gloria McGraw
   2. Discussion
      1. None
   3. Vote
      1. Unanimous 4-0
3. Elect Vice Chair - New Chair McGraw
   1. Nominations
      1. Rich Ruhlin nominated Josh Robbins
   2. Discussion
      1. None
   3. Vote
      1. Unanimous 4-0
4. Review Minutes from the last meeting - Chair McGraw

* None

1. Schedule for [Signing of Warrants](https://drive.google.com/file/d/17z4wIqe-jGvsVtMkvS6K3pEQ4tJjKCoV/view?usp=sharing) - Gamache
   1. This month is set
      1. Three groups of warrants have not been finalized. Rich signed them all. Josh and Gloria will plan to sign them in the near future.
      2. Alison shared that the list for who should sign is through August.
   2. Process Review for new members of committee
      1. Will be reviewed at the next meeting when Jeff is present.
   3. Will set up and send new schedule
2. Updates - Gamache
   1. 22 Audit
      1. Should have it this week in draft form
      2. This is being completed by a second auditor after our other auditor resigned.
   2. 23 Audit Planning
      1. Process
         1. Tuesday and Wednesday-pre-audit work being started
      2. Key dates
         1. Plan to have it done in October. Alison hopes that it is completed and sent to the board in December.
   3. 22-23 Budget # Estimates
      1. Will plan to share at the next meeting.
   4. Quarterly Budget Reporting
      1. Possible options/What would you like to see?
         1. Do not want to burden-quarterly updates. Red flags would work.
         2. This will work and can adjust as necessary.
      2. What kind of specificity?
      3. Budget prep
         1. There was discussion about how things went last year and thoughts shared about going forward with more initial work wanted upfront.
   5. Office transitions
      1. Initial observations
         1. Great feedback from a committee member with regards to transition
         2. Looking forward to a year with a fully staffed Central Office.
         3. Alison shared that she has a decade of historical knowledge working for the district; Jody Harmon has been hired as the assistant and she has great skills.
      2. Next Steps?
3. ESSER Funding for 23-24 - Elkington
   * 1. Projects remaining
        1. ARP and ESSER II have been spent and accounted for.
        2. In final 14 months of ESSER III
        3. Deb Lajoie (our grant specialist) has been working with Sherry Wyman in grant oversight.
     2. Readjusting of funds
        1. After reviewing the balances for the projects, it is clear that we will have some room to move funds; this will allow for around $150,000 towards the district office move; two big projects with ventilation still need to be completed with the potential need for additional adjusted funds.
        2. Mallett’s wall can’t be fixed with ESSER Funds and should be in the FY25 budget
4. HR Review - Elkington
   1. [7-20-2023 Openings](https://docs.google.com/spreadsheets/d/1gV3pouVgY9OU7TgsxO4pMQsReC_nKYAA/edit?usp=sharing&ouid=117114356732858938937&rtpof=true&sd=true)
      1. Some positions have been filled, some others are not yet included. We have had movement within the district, filling some positions within but that leaves others open in the process.
      2. Some positions have had no applications. We may need to start the year with long term subs.
      3. There was significant discussion about the open music position.
      4. Hoping to have an updated list for the next board meeting.
   2. Transitions
   3. Other?
5. Technology Planning - Elkington
   1. 10 Yr. Tech Plan Update
      1. <https://docs.google.com/document/d/1hWO5AUvoqt_m6VoljNE2SUFfndIHOiNHbZRNq-dqgYA/edit?usp=sharing>
   2. Next Steps
      1. Committee Formed
         1. The plan was originally shared in February and then recently tweaked. The group will begin to meet this year.
            1. Grades K-3 one to one is probably not an affordable option.
            2. Concerns with screen time were also shared.
            3. Might have to go with iPads for Grades 6-12?
         2. Timeline
            1. Will work to budget for the developed plan starting in FY26.
         3. Is there a concern with the financial impact of having to mitigate malware concerns if Chromebooks were used instead? The long term effectiveness of MacBooks seems to be the best fit for education.
6. Next Mtg. Sept 5, 2023
7. Adjourned at 6:50PM without objection
8. Future Agenda Items:
   1. Supt. Goals and 360 Evaluation
   2. Quarterly Budget Report Plan
   3. AI Planning Update