

*A Caring School Community Dedicated To Excellence*

**ANNUAL MEETING OF THE  
REGIONAL SCHOOL UNIT NO. 38  
Maranacook Community High School  
May 18, 2016  
Minutes of Meeting**

- Members Present: Chairperson Terri Watson, Vice Chair Melissa O’Neal, Gary Carr, Stephen Hayes, Pia Holmes, Trish Jackson, Jim Marr, Betty Morrell, Michele Pino, Shawn Roderick, Bonnie Simcock
- Member Excused: Joan Farrar (one vacancy, Mt. Vernon)
- Administrators: Superintendent Donna Wolfrom, Finance Manager Brigette Williams, Principals Jeff Boston, Dwayne Conway, Janet Delmar, and Cathy Jacobs, Literacy Specialist Barbara Bourgoine, Director of Curriculum, Instruction & Assessment Nancy Harriman, Technology Director Diane MacGregor, Special Education Director Ryan Meserve, Adult & Community Education Director Steve Vose
- Call To Order: Superintendent Donna Wolfrom called the meeting to order at 7:00 p.m.  
Superintendent Wolfrom entertained a motion to nominate a moderator to preside at the meeting.

**Article 1** To choose a moderator to preside at the said meeting.  
**MOTION and Second to nominate Richard A. Spencer to preside at the said meeting.**  
No other nominations were brought forward.  
**Richard A. Spencer was appointed to preside at the said meeting.**

Moderator Richard A. Spencer was sworn in to preside at the meeting.  
Ballot Clerks were sworn in.

Moderator Richard Spencer asked for a motion to allow the following non-residents to speak: Superintendent Donna Wolfrom, Adult and Community Education Director Steven Vose and Director of Curriculum Instruction and Assessment Nancy Harriman, Principal Jeffrey Boston.

**MOTION and Second to allow the above non-residents to speak.**  
**Motion Carried.**

Chair Watson and Superintendent Wolfrom provided an overview of the budget process to date.

**Article 2** To see what sum the RSU will be authorized to expend for Regular Instruction, including Alternative Education, ELLs (English Language Learners) Instruction, and Gifted & Talented Education. School Board Recommends: \$7,052,343.00  
**MOTION and Second to approve Article 2 as recommended.**

*This article includes negotiated salaries and benefits for regular education instructional staff, supplies, professional development, contracted services, and copier maintenance costs.*

**Article 2 Approved.**

**Article 3** To see what sum the RSU will be authorized to expend for Special Education. School Board Recommends: \$2,119,502.00

**MOTION and Second to approve Article 3 as recommended.**

*This article includes negotiated salary and benefits for special education administration and instructional staff, special education legal costs, tuition costs for out of district placements. Special Education provides services as required by law.*

**Article 3 Approved.**

**Article 4** To see what sum the RSU will be authorized to expend for Career and Technical Education, Coop/Pathways Program and Capital Area Technical Center (CATC) Tuition. School Board Recommends: \$0

**MOTION and Second to approve Article 4 as recommended.**

*The State of Maine has changed funding and expense for CATC, so we no longer need to budget this tuition.*

**Article 4 Approved.**

**Article 5** To see what sum the RSU will be authorized to expend for Other Instruction (co-curricular, extra-curricular, and regular education summer instruction). School Board Recommends: \$426,471.00

**MOTION and Second to approve Article 5 as recommended.**

*This article includes activities in the middle school and high school such as sports, plays, math team, speech and debate, student senate. The expenses in this article are for coaching salaries, officials' services, supplies, equipment, dues & fees. This article also includes salaries and benefits for summer regular education instructional programs.*

**Article 5 Approved.**

**Article 6** To see what sum the RSU will be authorized to expend for Student Support (guidance, health, technology) and Staff Support (improvement of instruction and staff training, curricular, library, assessment). School Board Recommends: \$1,637,529.00

**MOTION and Second to approve Article 6 as recommended.**

*This article includes negotiated salary and benefits for staff and directors in the above mentioned departments, district wide professional development, NWEA and other assessment testing, and supplies.*

**Article 6 Approved.**

**Article 7** To see what sum the RSU will be authorized to expend for System Administration (School Board and Superintendent's Office). School Board Recommends: \$567,089.00

**MOTION and Second to approve Article 7 as recommended.**

*This article includes negotiated salary and benefits for central office staff, school board stipends, contracted services for legal and audit, legal liability insurance, supplies for school board and central office.*

**Article 7 Approved.**

**Article 8** To see what sum the RSU will be authorized to expend for School Administration (principals' offices). School Board Recommends: \$920,217.00

**MOTION and Second to approve Article 8 as recommended.**

*This article includes negotiated salary and benefits for principals and secretaries, principal professional development, accreditation costs, supplies, dues, and fees.*

**Article 8 Approved.**

**Article 9** To see what sum the RSU will be authorized to expend for Transportation and Buses. School Board Recommends: \$947,642.00

**MOTION and Second to approve Article 9 as recommended.**

*This article includes negotiated salary and benefits for transportation administration, mechanic and bus drivers, mandated physicals and drug testing, repairs, vehicle insurance, fuel, supplies, and lease purchase payments.*

**Article 9 Approved.**

**Article 10** To see what sum the RSU will be authorized to expend for Facilities Maintenance. School Board Recommends: \$2,165,731.00

**MOTION and Second to approve Article 10 as recommended.**

*This article includes negotiated salary and benefits for maintenance administration and custodians, utilities (electricity, oil/propane, telephone), contracted services for snowplowing, heating systems and roof monitoring, building repairs and projects, painting, and lease purchase payments of energy retrofit projects.*

**Article 10 Approved.**

**Article 11** To see what sum the RSU will be authorized to expend for Debt Service and Other Commitments. School Board Recommends: \$564,733.00

**MOTION and Second to approve Article 11 as recommended.**

*This article includes bond payments on school construction projects, including the middle school construction, high school addition and renovations, and additional athletic fields that were approved by referendum.*

**Article 11 Approved.**

**Article 12** To see what sum the RSU will be authorized to expend for All Other Expenditures (Food Services, Reimbursable Transportation). School Board Recommends: \$87,063.00

**MOTION and Second to approve Article 12 as recommended.**

*This article includes local dollar support of the food service program and reimbursable transportation provided for RSU #38 towns and recreation programs.*

**Article 12 Approved.**

**Article 13** To see what sum the RSU will appropriate for the total cost of funding public education from pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and to see what sum the RSU will raise and assess as each municipality's contribution to the total cost of funding public education from pre-kindergarten to grade

12 as described in the Essential Programs and Services Funding Act in accordance with the Maine Revised Statutes, Title 20-A, section 15688.

School Board Recommends:		<u>amounts set forth below</u>	
<i>Total appropriated (by municipality)</i>		<i>Total raised (School Unit assessments by municipality)</i>	
<i>Manchester</i>	\$3,778,434.00	<i>Manchester</i>	\$2,525,137.00
<i>Mount Vernon</i>	\$2,381,881.00	<i>Mount Vernon</i>	\$2,017,453.00
<i>Readfield</i>	\$3,974,806.00	<i>Readfield</i>	\$2,197,702.00
<i>Wayne</i>	\$1,416,191.00	<i>Wayne</i>	\$1,416,191.00
<i>School Unit Total Appropriated</i> <u>\$11,551,312.00</u>		<i>School Unit Total Raised</i> <u>\$8,156,483.00</u>	

**MOTION and Second to approve Article 13 as recommended.**

State-Mandated Explanation: RSU #38’s contribution to the total cost of funding public education from pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act is the amount of money determined by state law to be the minimum amount that RSU #38 must raise and assess in order to receive the full amount of state dollars. *In other words, this article gives the minimum amount that each town will pay based on the ED 279 (state subsidy report) and that RSU #38 must raise and assess in order to receive the full amount of state dollars.*

**Article 13 Approved by Unanimous Recorded Vote.**

**Article 14** To see what sum the RSU will raise and appropriate for the annual payments on debt service previously approved by the legislative body for non-state-funded school construction projects or non-state-funded portions of school construction projects in addition to the funds appropriated as the local share of the RSU’s contribution to the total cost of funding public education from pre-kindergarten to grade 12. *School Board Recommends: \$200,234.00*

**MOTION and Second to approve Article 14 as recommended.**

State-Mandated Explanation: Non-state funded debt service is the amount of money needed for the annual payments on RSU #38’s long term debt for major capital school construction projects that are not approved for state subsidy. The bonding of this long-term debt was previously approved by the voters. *This long term debt includes a portion of the Middle School construction project, the High School addition and renovations project, and the athletic fields.*

**Article 14 Approved by Unanimous Recorded Vote.**

**Article 15** To see what sum the RSU will raise and appropriate in additional local dollars in support of the food service program. School Board Recommends: \$80,000.00

**MOTION and Second to approve Article 15 as recommended.**

*This money helps fund the schools’ food service program.*

**Article 15 Approved by Unanimous Recorded Vote.**

**WRITTEN BALLOT REQUIRED**

**Article 16** To see what sum the RSU will raise and appropriate in additional local funds (Recommend \$3,628,706.00), which exceeds the State’s Essential Programs and Services allocation model by (Recommend \$3,365,721.00), as required to fund the budget recommended by the School Board.

The School Board recommends \$3,628,706.00 for additional local funds and gives the following reasons for exceeding the State's Essential Programs and Services funding model by \$3,365,721.00.

The \$3,365,721.00 that exceeds the 100% EPS funding level is needed to continue programs and services presently offered by the RSU which are not covered, or not fully covered, by EPS such as: contingency - \$71,000.00, co-curricular program (athletics, theater, math team, debate, etc.) - \$347,000.00, operations and maintenance - \$754,000.00, transportation - \$171,000.00, special education - \$586,000.00, system administration - \$282,000.00, regular education instruction - \$1,150,000.00. The funding from the state (\$3,394,830.00) is 29.39% of the total Essential Programs and Services (EPS) allocation. This allocation covers only a portion of the above noted programs. This article describes the additional funds that RSU #38 needs to raise to achieve the RSU #38 school district budget.

**MOTION and Second to approve Article 16 as recommended.**

State Mandated Explanation: The additional local funds are those locally raised funds over and above RSU #38's local contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and local amounts raised for the annual payment on non-state funded debt service that will help achieve the RSU 38 budget for educational programs. *The funding from the state (\$3,394,830.00) is 29.39% of the total Essential Programs and Services (EPS) allocation. This allocation covers only a portion of the above noted programs. This article describes the additional funds that the school district needs to raise to achieve the RSU #38 school district budget.*

**MOTION and Second to amend Article 16, by increasing the additional local funds by \$45,000, to be used to eliminate the activity fees for the middle and high school students.**

Discussion ensued. Moderator Spencer explained that with an expenditure warrant, it is up to the School Board to determine how the additional funds are allocated.

**Written Ballot: 34 yes, 33 no. Amendment approved.**

Vote on Article 16 as amended, increasing the additional local funds to \$3,673,706, and the exceeding the State's Essential Programs and Services funding model by \$3,410,721.

**Written Ballot: 55 yes, 12 no. Article 16 Approved as Amended.**

#### **Article 17**

To see what sum the RSU will authorize the School Board to expend for the fiscal year beginning July 1, 2016 and ending June 30, 2017 from the RSU's contribution to the total cost of funding public education from pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act, non-state-funded school construction projects, additional local funds for school purposes under the Maine Revised Statutes, Title 20-A, section 15690, unexpended balances, tuition receipts, state subsidy and other receipts for the support of schools. School Board Recommends: \$16,488,320.00

**MOTION and Second to approve Article 17 as recommended.**

*This article authorizes the School Board to spend the recommended budget in Fiscal Year 2017. The School Board cannot spend an amount above the authorized budget.*

**Article 17 Approved by Unanimous Recorded Vote.**

**Article 18** Shall the RSU appropriate (Recommend \$172,000.00) for Adult Education and raise (Recommend \$63,000.00) as the local share; with authorization to expend any additional, incidental, or miscellaneous receipts in the interest and for the well-being of the adult education program? School Board Recommends: OUGHT TO PASS  
**MOTION and Second to approve Article 18 as recommended.**

*This article covers academic as well as enrichment programs offered through the adult education program.*

**Article 18 Approved.**

**Article 19** Shall the School Board be authorized to expend other revenue from State, Federal, local and private sources for the support of the schools? School Board Recommends: OUGHT TO PASS  
**MOTION and Second to approve Article 19 as recommended.**

*This article allows the School Board to pursue and use funds that may be received through unexpected grants or donations, and grant applications that are made by members of the Regional School Unit staff or community. We do not include a specific amount due to the unpredictability of the receipt of the funds and because most are dedicated to a specific project or purpose. Examples of some of the funding we received in 2015-2016 are: Health Center \$36,000.00; Title IA \$195,000.00; Title IIA \$55,000.00; Local Entitlement \$381,000.00; Rural Low Income \$22,000, Gear Up \$50,000; and other miscellaneous grants \$10,000.00. The estimated income for the upcoming year is \$749,000.00.*

**Article 19 Approved.**

Moderator Richard Spencer adjourned the meeting at 8:30 p.m.

Respectfully submitted,  
Donna H. Wolfrom, Superintendent/Secretary  
D. Foster, Recorder