

REGIONAL SCHOOL UNIT #38 BOARD OF DIRECTORS
Maranacook Community High School
March 27, 2019, 6:30 p.m.
AGENDA

1. Call to order:
2. Additions/Adjustments to the Agenda by Board and/or Superintendent: (5 min.)
3. Citizens' Comments (items not on the budget): (5 min.)
4. Action/Discussion/Informational Items: (5 min.)
 - a. Approval of Minutes of March 20, 2019*
5. Budget Workshop: (60 min.)
 - a. Updates
 - b. Deliberations, follow-up and decision making
 - c. Board Questions
 - d. Citizens Comments regarding Budget
 - e. Board Discussion
6. Adjournment:

* Attachments

REGIONAL SCHOOL UNIT #38 BOARD OF DIRECTORS
Maranacook Community High School
March 20, 2019, 6:30 p.m.
Minutes of Meeting

4a.

Members Present: Chair Gary Carr, Vice Chair Wendy Brotherlin, Patty Gordon, Cathy Jacobs, Betty Morrell, Jeremy Pare, Kaleb Pushard, Shawn Roderick, David Twitchell, Alexander Wright

Member Absent: Crystal Sullivan, Melissa Tobin, Adam Woodford

Administrators: Superintendent James Charette, Principals Janet Delmar, Abbie Hartford, and Kristen Levesque, Assistant Principal Tina Brackley, Director of Curriculum, Assessment & Instruction Nancy Harriman, Technology Director Diane MacGregor, Special Education Director Ryan Meserve, Finance Manager Brigitte Williams

1. Call to order: Chair Carr called the meeting to order at 6:30 p.m.
2. Additions/Adjustments to the Agenda by Board and/or Superintendent: none
3. Citizens' Comments (items not on the budget): none
4. Action/Discussion/Informational Items:
 - a. Approval of Minutes of March 13, 2019
MOTION by Brotherlin, second by Wright to approve the minutes of March 13, 2019 as presented. **Motion Carried:** unanimous
 - b. Consideration of Tabled Vote on 2019-2020 School Calendar
MOTION by Brotherlin, second by Wright to consider the tabled vote on the 2019-2020 school calendar. Discussion ensued. Dr. Conway was thanked for the additional information provided on the late start days at the High School. Request was made to provide information on the efficacy of those days.
Motion Carried: unanimous
5. Budget Workshop:

Superintendent Charette reviewed the budget handouts. He reviewed the process of how the reductions were made, stating they were difficult decisions, but the draft budget was reduced by \$719,217.33, or 4.02%. The second draft budget represents a budget increase of \$853,285.21, or 4.76% over the FY19 budget. These reductions were made by considering the recommendations at the last meeting where administrators were charged with looking at current positions, in addition to the new requests, to see what can be cut or moved to a future budget year. The proposal includes not filling a recent teacher resignation at Wayne Elementary School and moving another Wayne position to Manchester Elementary. The budget proposes that Wayne Elementary have combined classes for K-1, 2-3, and 4-5. Wayne currently has a combined class for grades 4-5. There would be an additional Ed Tech III for Wayne Elementary for a total of 2 Ed Techs for classroom support. Several items will be purchased from the FY 19 budget including High School textbooks and industrial arts equipment, classroom furniture for all schools, and the office computers for the elementary

schools and middle school. The Prioritized Budget, Version 2, depicts which items are moved to budget years FY21 and FY22. The items depicted in bold as removed are items that will be purchased from the FY19 budget on the summary of budget changes.

Question was asked about the painting projects included in the budget and whether they are a priority. Finance Manager Williams responded that the district does this amount of painting every year. It includes interior and exterior painting and is needed to keep up with all the needs of the various buildings. Superintendent Charette added that he did speak with the Maintenance Supervisor about this and it is needed.

Request for information regarding the High School Jobs for Maine Graduates (JMG) Coach position; what is the position?

Shawn Roderick provided an explanation of the JMG program. He reported that the conversation for this position at the High School began last school year, but it was after the budget was done. JMG offered a teacher for the program but there were other things the district couldn't meet at the time. The JMG Coach helps students with a lot of different things, working with low income students, students behind in their studies, and offers different opportunities to visit workforce type programs. JMG is willing to bring that program at little or no cost to the district. At this time JMG is waiting on the state to see if they will be approved for 12 new programs, and if they get the money it is likely Maranacook will be assigned a coach. The number of students served vary. Some Districts have a set amount of students in the program. Others set it up so that students rotate through the program.

Question was asked for more information about the new High School Behavioral Program. Superintendent Charette responded that he spoke further with Ryan Meserve about this program and there is a requirement through the MUSER that limits the age span for students in the program. It is not recommended to place high school students in a 6-8 program.

Discussion ensued regarding the elementary schools class sizes and having equity among the schools. Request was made to provide projections for next year's elementary schools by grade. Superintendent Charette responded he will provide that information.

Question was asked about the Ed Tech II position at RES that is on the reduction list for grade 1, what is this position? Principal Boston responded this position came about mid-year based on the kindergarten enrollment this year, so it is a one year position.

Superintendent Charette added that the decision to combine classes at Wayne was not an easy decision and it was not made lightly, but he believes the teachers can do a good job with it, especially if they are given the flexibility they need in that setting.

Finance Manager Williams reviewed the draft revenue sheet and the draft local dollar calculation sheet.

Superintendent Charette asked if there were additional questions. Items for further review include the combined classes at Wayne Elementary, the .5 FTE custodial position, keyless entry at the high school, investigate putting teacher position back in at Wayne, Ed Tech position at Mt. Vernon Elementary, and to look at other items that are not new that can be reduced.

Finance Manager Williams added that there are still a couple items up in the air: the cost of propane was locked in, which reduced the budget by \$11,400 (reflected in today's numbers); going out to bid for diesel and #2 fuel (should have these figures in next 2 weeks); and the range for health insurance should be received by tomorrow. The budgeted amount

for health insurance is a 10% increase but if the range comes in lower, this amount could be reduced.

Concern was raised by a board member that even with these reductions people will not support the budget. Request was made to look at any items that can be reduced that are not directly related to students and safety.

Question was asked whether if there is research on combined grades at the elementary level.

Discussion whether to hold a meeting next week since it was proposed as a tentative meeting date if needed. It was determined to hold the budget workshop on March 27. Budget deliberations will also be scheduled for April 3, and the Board will vote on a budget to send to Public Hearing on April 10.

6. Adjournment: Chair Carr adjourned the meeting at 7:35 p.m.

Respectfully submitted,
James Charette, Superintendent/Secretary
D. Foster, Recorder

REGIONAL SCHOOL UNIT NO 38
General Fund School Summary Budget

Statement Code: Gen Sch

THIRD DRAFT - MARCH 27, 2019

Account Number / Description	2016-2017 Expend 7/1/2016 - 6/30/2017	2017-2018 Budget 7/1/2017 - 6/30/2018	2017-2018 Expend 7/1/2017 - 6/30/2018	2018-2019 Budget 7/1/2018 - 6/30/2019	2018-2019 YTD Expend 7/1/2018 - 6/30/2019	2019-2020 PROPOSED 7/1/2019 - 6/30/2020	\$ Change FY20 v FY19 7/1/2019 - 6/30/2020	% Change FY20 v FY19
010 MANCHESTER ELEMENTARY	\$1,842,601.32	\$1,806,204.15	\$1,788,802.97	\$1,960,341.00	\$1,336,627.27	\$2,061,571.65	\$101,230.65	5.16%
020 MT VERNON ELEMENTARY	\$1,108,261.18	\$1,255,920.21	\$1,232,163.63	\$1,359,751.12	\$937,126.07	\$1,433,213.22	\$73,462.10	5.40%
030 READFIELD ELEMENTARY	\$1,704,648.37	\$1,688,950.50	\$1,630,761.16	\$1,799,354.02	\$1,316,139.56	\$1,886,215.08	\$86,861.06	4.83%
040 WAYNE ELEMENTARY	\$744,308.65	\$897,748.17	\$857,585.94	\$827,740.92	\$552,545.80	\$794,359.32	\$(33,381.60)	(4.03)%
100 MARANACOOK MIDDLE SCHOOL	\$2,820,259.35	\$3,096,311.97	\$3,139,734.85	\$3,248,758.07	\$2,311,624.59	\$3,344,373.86	\$95,615.79	2.94%
300 MARANACOOK HIGH SCHOOL	\$4,209,560.53	\$4,462,087.89	\$4,333,976.43	\$4,555,129.96	\$3,126,025.14	\$4,830,994.07	\$275,864.11	6.06%
500 PHOENIX HOUSE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
900 DISTRICT WIDE	\$3,071,738.09	\$3,318,520.57	\$3,258,901.17	\$3,398,094.68	\$2,506,834.00	\$3,616,946.71	\$218,852.03	6.44%
910 OTHER FACILITIES-SUPT	\$8,541.68	\$10,650.00	\$10,989.14	\$11,200.00	\$6,297.88	\$13,250.00	\$2,050.00	18.30%
920 OTHER FACILITIES-TRANS	\$18,122.27	\$36,750.00	\$114,352.26	\$36,000.00	\$25,562.67	\$42,750.00	\$6,750.00	18.75%
950 ELEMENTARY	\$518,072.44	\$639,764.54	\$522,594.89	\$723,880.23	\$388,440.78	\$687,402.58	\$(36,477.65)	(5.04)%
GRAND TOTAL	\$16,046,113.88	\$17,212,908.00	\$16,889,862.44	\$17,920,250.00	\$12,507,223.76	\$18,711,076.49	\$790,826.49	4.41%

REGIONAL SCHOOL UNIT NO. 38
REVENUE AREAS
THIRD DRAFT / PRELIMINARY ED279
2019-2020
3/27/2019

REVENUE AREA	2018-2019	Inc / Dec	2019-2020	DESCRIPTION
State EPS Allocation	3,616,792	157,869	3,774,661	Preliminary ED279
State National Teacher Funding	9,000	-	9,000	State of Maine provides additional funds for nationally certified teachers. The amount funded per teacher changes each year.
Other Revenues				
Tuition Revenue	550,000	-	550,000	Tuition revenue from the Town of Fayette for students in grades 6 - 12.
Transportation Revenue	40,000	-	40,000	Revenue for field trips paid by outside sources and bus repairs on Fayette buses.
McCare Reimbursement	-	-	-	Revenue from the State of Maine for McCare reimbursement for students attending our Day Treatment Programs. We currently are not billing for McCare.
Fiscal Services/Admin Fees	20,000	-	20,000	Fees for services provided to other school districts with RSU #38 personnel.
Curricular Gate Receipts & Club Sport Reimbursements	25,000	-	25,000	Gate receipts from basketball games and play productions and reimbursements from Club Sports for officials & trainers.
Miscellaneous	105,000	-	105,000	These revenues are for State Agency reimbursement for foster children within our district that need special educational programming, interest income, rental income (Wayne Town Office), e-rate reimbursement, insurance proceeds, sale of equipment, and other miscellaneous revenues.
Balance Forward	600,000	-	600,000	This is the amount that will be carried forward due to unexpended expenditures, after adjusting for summer salaries which are accrued per our auditors, and unanticipated revenues.
Property Tax Revenue				
Required Local Dollar Match	8,559,411	(154,933)	8,404,478	Amount required to be raised by towns based on valuation within each town and required mills for education (these amounts change each year).
Local Only Debt	187,902	(5,300)	182,602	Local debt for construction projects approved at referendum in each town (14% of Middle School, High School renovations, new athletic fields).
Additional Local Dollars	4,207,145	793,190	5,000,335	Additional local funds needed to fund the expenditure budget once all other revenue areas have been taken into consideration.
Sub-Total Property Tax Revenue	12,954,458	632,957	13,587,415	Total local funds to be raised by our four towns.
TOTAL BUDGET	17,920,250	790,826	18,711,076	Total revenue budget, which matches total expenditure budget.

**REGIONAL SCHOOL UNIT NO. 38
LOCAL DOLLAR CALCULATION
THIRD DRAFT / PRELIMINARY ED279
2019/2020
3/27/2019**

DESCRIPTION	DISTRICT	MANCHESTER	MT. VERNON	READFIELD	WAYNE
2018 Property Revenue Services Valuation	1,025,550,000	326,650,000	246,800,000	259,450,000	192,650,000
2017 Property Revenue Services Valuation	1,015,250,000	317,550,000	247,500,000	260,100,000	190,100,000
\$ Inc/Dec in Valuation	10,300,000	9,100,000	(700,000)	(650,000)	2,550,000
% Inc/Dec in Valuation	1.01%	2.87%	-0.28%	-0.25%	1.34%
2019-2020 Required Local Contribution	8,404,478	2,652,084	2,043,504	2,148,246	1,560,644
2019-2020 Required Mill Expectation		8.28	8.28	8.28	8.20
Amount required by the State of Maine to be raised by towns based on valuation within each town and required mills for education (these amounts change each year). If the required amount is not raised by the towns, the State EPS Allocation will be reduced.					
2018-2019 Required Local Contribution	8,559,411	2,689,220	2,133,144	2,215,824	1,521,223
2018-2019 Required Mill Expectation		8.48	8.48	8.48	8.04
\$ Inc/Dec in Required Local Contribution	(154,933)	(37,136)	(89,640)	(67,578)	39,421
% Inc/Dec in Required Local Contribution	-1.81%	-1.38%	-4.20%	-3.05%	2.59%
Add'l Local x 50% @ 3 Yr Enroll Avg %	100.00%	31.62%	20.55%	35.26%	12.57%
Add'l Local x 50% @ 3 Yr Val Avg %	100.00%	31.36%	24.47%	25.52%	18.65%
Net Additional Local \$	5,182,937				
Add'l Local x 50% @ 3 Yr Enroll Avg %		819,422	532,547	913,752	325,748
Add'l Local x 50% @ 3 Yr Val Avg %		812,685	634,132	661,343	483,309
Total Additional Local \$	5,182,937	1,632,107	1,166,679	1,575,095	809,056
Local Only Adult Ed. Contribution	77,000				
Add'l Local x 50% @ 3 Yr Enroll Avg %		12,174	7,912	13,575	4,839
Add'l Local x 50% @ 3 Yr Val Avg %		12,074	9,421	9,825	7,180
2019-2020 Total Local Contribution	13,664,415	4,308,438	3,227,516	3,746,741	2,381,720
2018-2019 Total Local Contribution	13,019,458	4,106,177	3,137,324	3,556,960	2,218,997
Local \$ Increase/Decrease 2019-2020	644,957	202,261	90,192	189,781	162,723
Local % Increase/Decrease 2019-2020	4.95%	4.93%	2.87%	5.34%	7.33%
Local \$ Increase for 2018-2019	316,706	142,366	97,837	29,365	47,138
Local % Increase for 2018-2019	2.49%	3.59%	3.22%	0.38%	2.17%
October 1, 2017 Enrollment by Town	1,177	359	243	432	143
Local \$ Contributed per Student	11,610	12,001	13,282	8,673	16,655
FY19 Middle Tuition Rate*	10,213	Currently 26 Students		*Regular Instruction Tuition	
FY19 High School Tuition Rate*	11,093	Currently 23 Students		Special Education Costs Additional	

REGIONAL SCHOOL UNIT NO. 38
SUMMARY OF BUDGET CHANGES
2019-2020

March 27, 2019

Budget Request Increases - THIRD DRAFT

Budget Request Increases - THIRD DRAFT		
Salary, Benefits & ER Taxes - Current Staff (Health Insurance Budgeted at 7% Increase)		462,313
	Reduced Health Insurance to a 7% Increase - \$62,459 Reduction	
New Positions		
	Mt. Vernon/Wayne Guidance Counselor - 0.2 FTE	11,500
	Mt. Vernon Music Teacher - 0.1 FTE	3,900
	Transfer WES Classroom Teacher to MES - 1.0 FTE (Combine Grades)	-
	Middle School - Change 1.0 FTE Teacher to 0.5 FTE Teacher/0.5 FTE Dean	5,000
	HS Special Education Behavioral Support Program - 1.0 FTE Tchr/2.0 FTE ET	136,580
	HS Special Education Behavioral Support Program - Clinical Support	50,000
	Maintenance Custodian - 0.5 FTE	24,000
	MS/HS Co Curricular Coaching Positions	4,657
Purchased Services & Lease Purchases		
	Maintenance Contracts & Projects (Above FY19)	21,350
	Insurance (Property & Liability)	6,200
	System Administration Contracts & Dues (RSC & NESDEC)	6,700
	Professional Development/Travel	7,825
	Contracts/Leases - Computers, Copiers, Equipment, On Line Services	6,094
Repair & Maintenance		
	Heating Oil, Propane (Locked FY20), Electricity, Diesel	71,050
Supplies & Books		
	HS Robotics Co Curricular	3,000
Equipment		
	Instructional Technology Equipment (Above FY19) - 60% E-Rate Reimbursed	6,758
	2 School Bus Purchases - VW Settlement District Share	58,000
Other		
	Bond Interest Payment (Estimate)	90,000
Total of Budget Increases		974,927

REGIONAL SCHOOL UNIT NO. 38
SUMMARY OF BUDGET CHANGES
2019-2020

March 27, 2019

Budget Decreases		
	Sabbatical - Half Year	26,000
	Replace WES Classroom Teacher w/Ed Tech III (Combine Grades)	14,340
	Instruction & Instructional Support - Supplies, Books, Dues/Fees	17,924
	Instructional/Library Equipment	2,120
	Maintenance Supplies	5,343
	School Bus Lease Purchase Agreements	53,075
	Bond Interest - 2002 HS Renovation Bond	5,299
	Architect Services	60,000
Total of Budget Decreases		184,101
Summary of Budgets Changes		790,826

REGIONAL SCHOOL UNIT NO. 38
SUMMARY OF BUDGET CHANGES
2019-2020

March 27, 2019

Budget Reductions		
Salary & Benefits		
	Manchester Elementary Classroom Teacher - 1.0 FTE	58,000
	Readfield Elementary Classroom Teacher - 1.0 FTE	58,000
	Readfield Elementary Ed Tech II First Grade - 1.0 FTE	35,150
	Readfield Elementary Guidance Counselor - 0.5 FTE	23,073
	Middle School Wellness Center Administrative Asst. - 0.1 FTE	2,660
	Middle School Team Leader - 1 Additional	1,100
	MS/HS Student Resource Officer (Contracted Service) - 1.0 FTE	69,000
	HS JMG Coach (Contracted Service) - 1.0 FTE	18,000
	Special Education Nurse - 0.8 FTE	49,299
	MS Extra Curricular Coaching Positions	3,772
	Health Insurance Increase Reduced from 10% to 7%	62,459
Buildings		
	Maintenance Contracts & Projects	322,455
	Propane Locked FY20	11,450
Contracts, Conference & Dues/Fees		
Supplies & Books		
	MS/HS Extra Curricular Athletic Uniforms	10,600
	HS AP Textbooks - Purchasing FY19	5,000
	Classroom Furniture (All Schools) - Purchasing FY19	12,640
Equipment		
	HS Industrial Arts Equipment - Purchasing FY19	15,000
	Elementary/MS Administrative Assistant Computers - Purchasing FY19	7,354
Other		
	Health Center Reserve - Additional	7,000
Total of Budget Reductions		772,012