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CONWAY SCHOOL BOARD
MEETING MINUTES
Monday, November 28, 2011

A meeting of the Conway School Board was held on Monday, November 28, 2011 at 6:30 p.m. at the Conway Development Center at Kennett Middle School.

Members present: Chairperson Janine McLauchlan, Assistant Chair Dick Klement, Rick Breton, Syndi White, Lynne Brydon, John Skelton and Randy Davison. Superintendent Carl Nelson and Assistant Superintendent Bob Gadomski were also present.

Signing of Manifests (6:20 p.m.)

1. Call to Order (6:30 p.m.)

2. Salute to the Flag

3. Approve Minutes – None.

4. Personnel

A. Consider Regular Personnel Changes

Motion: by Rick, seconded by Lynne, to review as a group but vote on each item individually.

1. Accept Resignation of Lisa Dubois – **7-0-0.**
2. Election of Winter Coaches at KMS – **7-0-0.**
3. Election of Eagle Academy Staff – **7-0-0.**
4. Accept Retirement of Karen Gibson – **7-0-0.**
5. Election of Harrison Kanzler as Intramural Basketball Coordinator at KMS – **7-0-0.**

5. Presentation of School Programs/FYI ITEMS

A. KHS Student Representative – None.

B. Principals' and Directors' Reports (first meeting of the month)– None.

6. Public Comments – None.

7. Old Business – None.

8. Instructional Issues

A. Consider First Reading of Policy DFI – Meal Charge Policy

Motion: by Lynne, seconded by Randy, to review, discuss and vote on item. **7-0-0.**

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B. Consider Approval of Overnight Field Trip to Ferry Beach Ecology School

Motion: by Lynne, seconded by Randy, to review, discuss and vote on item. **7-0-0. Dick** noted this is 100% paid by fundraising and donations.

9. Business Affairs – None.

10. Administrators’ Reports

- A draft advertisement for the John Fuller principal position has been prepared.
- There is a Joint SAU Meeting on Thursday, December 1st.
- There is a Special School Board meeting with the Municipal Budget Committee on December 5th at 6:30.
- There is an SAU Board Meeting on December 8th.

RECESS BOARD MEETING FOR **BUDGET COMMITTEE MEETING** (6:35 p.m.)
Jane Grey joined the meeting.

- 1. Call to Order** - Janine Called the meeting to order at 6:35 p.m.
- 2. Approval of Minutes of 11-18-11**
Motion: by Lynne, seconded by John, to review and vote on minutes.
7-0-0.
- 3. Review Kennett High School Budget**

In Neal Moylan’s absence, **Carl** provided a review of the high school budget. The high school budget is a mirror image of what it was last year. It is up by 2.76% or \$195,000 over last year. We used the SS Index of 3.6% for salary increases. The other big items are retirement which is up by 2% (\$44,295), and \$110,000 for increase in health insurance estimated at 5.58% which is the best number we have right now. Electrical rates and fuel oil are the other two big items. Retirement, health insurance, electric and fuel total \$193,505 out of the \$195,000 increase. The only other new request is under Contract Services - \$2,500 for supplies. This is for robotics which Neal wants to undertake this year. Carl brought to the Board’s attention the proposed warrant article 16 regarding the student advocate position. The high school had an additional request for re-institution of a hall monitor position for \$28,401 (this includes benefits). Justification was provided as to why this position is needed. **Rick** asked why building maintenance and cleaning supplies are not combined. **Carl** stated they could be combined but we separate them to give a clearer knowledge of how the money is spent.

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4. Review Unit 8 (Technology) Budget

Dale stated there is a slight increase in his budget. The Travel/Conferences line is for professional development/tuition for classes staff will be taking. This is the first year they have had a line item for this. Repairs/Contracted Services is for conversion of the student management systems for the elementary schools and a grade book module for the high school. In the long run this will save us money. This is to keep Ed-Line in sync with MMS. Otherwise, any other increase is for performance based salary increases, insurance and workman's comp. He reviewed how he would like to restructure Unit 8 and take the savings from that restructuring and put it into 20 extra days of work for 3 techs. This would give them a month more of time to work into the summer. He is proposing a technology aid as a district wide position to float within the schools to take the workload off other technicians. It is becoming increasingly more labor intensive on the clerical side of things. With this restructure, we will have a far better organization with no change to the budget. **Dick** noted \$450,000 or so in labor benefits, etc. and \$100,000 or a little less in equipment, software, etc. He doesn't disagree that we need the people, but asked are we able to get the equipment we need to keep things up and running? **Dale** stated with the supplemental warrant articles and the current windfall, we can stick close to the technology plan; without it we will slip backwards. We stretch it as far as we can and we are doing much better now than when he first came here. **Dick** stated he visualizes that a technology plan should move us to a higher level of technology. He sees the operating budget as replacing broken machines. This in not going forward technologically, it is replacing things that are broken. **Dale** stated as some of the hardware has fallen off the backside, it has been replaced with newer technology. This is being done instead of an absolution plan. **Dick** suggested he prepare a replacement plan so the School Board will have some idea of what needs to be replaced. **Dale** stated he does have this but wanted to prepare the School Board to be sticker shocked. **Randy** thinks the restructuring is a good idea and appears to be a better use of people's time.

5. Review District Unit 2 Budget

Pam Stimpson reviewed that her budget has decreased 5.58% or \$342,000. She reviewed the areas of her budget that are down and why. The increases at the Unit 2 level are on students who are placed in foster care and a new out-of-district placement. There is a big decrease in transportation as a students moving to another district and some student graduate. She reviewed the percentage of special ed students at each school stating that they are pretty much in line with other schools in the state. **Randy** reiterated that Pam and her staff have done great to have

139 this reduction and we understand that this could change overnight
140 depending on who comes into the community. **Dick** noted that some
141 students are working their way out of their I.E.P. due to service we provide
142 and that is a good thing.

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144 **6. Proposed Conway Warrant Articles**

145	Article 2	Budget	to be determined
146	Article 3	KHS Facilities Maintenance Fund	\$54,443
147	Article 4	KMS Facilities Maintenance Fund	\$17,086
148	Article 5	Elem. Schools Facilities Maintenance Fund	\$ 9,900
149	Article 6	AFSCME Negotiations	inconclusive
150	Article 7	CEA Negotiations	no calcs yet
151	Article 8	CESP Negotiations	no calcs yet
152	Article 9	Project SUCCEED	\$29,925
153	Article 10	School Bldgs Maintenance Fund	\$100,000
154	Article 11	Capital Reserve Fund (School Buses)	\$186,000
155	Article 12	Initiate 3 rd Phase of Technology Plan	\$75,000
156	Article 13	KMS Air Handler 1956 Building	\$55,000
157	Article 14	Expendable Trust Fund (Sp. Ed.)	need or not
158	Article 15	Fund 70% of Sous Chef Position	\$37,002
159	Article 16	Fund 30% of Student Advocate Position	\$22,548
160	Article 17	Full-day Kindergarten Program at 3 Schools	\$170,931
161	Article 18	Replace a portion of the Roof at John Fuller	\$105,000
162	Article 19	Replace a portion of the Roof at KMS	\$115,000
163	Article 20	Nonbinding Referendum (closing elem sch)	

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165 Carl stated there are 3 special items that the principals have requested the
166 School Board to consider:

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168 1. cutting a 4th team at the middle school,
169 2. an additional teacher at Pine Tree, and
170 3. a Hall Monitor at the high school.

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172 It was requested that the School Board get any other items requested to
173 Carl by early December 1st so he can cost out these items so they will
174 have the information to the School Board members in advance. **Janine**
175 reminded if Board members if they have specific other items, either not
176 discussed or that they are going to recommend be revised, please let her
177 know in advance. Administrators will be present at the December 5th
178 meeting to discuss the budget as a whole, to discuss the three special
179 items requested, and any other items that someone wants to bring
180 forward. **Carl** would also like to come to some conclusions on the budget
181 on December 5th, vote it either in or out, so we can approve it as a first
182 draft budget along with the warrant articles on December 12th. He would
183 like to present a budget to the Budget Committee on December 12th.
184 December 5th is the key meeting for the public. **Dick** stated leaving aside

185 the union negotiations, we are talking about warrant articles exceeding
186 nearly \$1 million. We need to be very careful as it will appear very
187 different to the public. **Randy** requested information on class size
188 reduction funds and how they were used to see if we could utilize some of
189 these funds for the requested position at Pine Tree.

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191 **7. Next Meeting (December 5, 2011 – 6:30 p.m.)**

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193 **8. Adjourn**

194 **Motion:** by Randy, seconded by Rick, to adjourn. **All in favor.**

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196 **RECONVENE BOARD MEETING (7:11 p.m.)**

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198 **11. Board Members' Issues -- Board Discussion**

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200 **A. Committee Reports**

201 **Dick** reported the Municipal Budget Committee is meeting on December
202 14th at 6:30 in the Professional Development Center.

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204 **12. Public Comments (time permitting) – None.**

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206 **14. Adjournment**

207 **Motion:** by Rick, seconded by Lynne, to adjourn. **By roll call vote, all in**
208 **favor.**

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210 The meeting adjourned at 7:13 p.m.

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213 Respectfully Submitted,

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217 Xann Teryek
218 Recording Secretary