

SPRUCE MOUNTAIN SCHOOL DISTRICT BOARD OF DIRECTORS

The 12th Regular Meeting of the Spruce Mountain School District Board of Directors
For 2015-16 will be held

Thursday, February 25, 2016 6:00 pm Cedar Street Conference Room

~MINUTES~

Present: Doug DiPasquale , Tammy Frost, Mark Holt, Jackie Knight, Amy McDaniel, Michael Morrell, Joel Pike, Shari Ouellette, Holly Richards, Denise Rodzen, Laurie Sanborn, Michael Schaedler arrived at 6:21pm and Cindy Young.

Present: Trevor Doiron, Student Representative.

1. **CALL TO ORDER:** Denise Rodzen, Board Chair called the meeting to order at 6:00 pm.
2. **PLEDGE OF ALLEGIANCE**
The Pledge of Allegiance was recited by all present.
3. **ATTENDANCE**
13 Present (Michael Schaedler arrived at 6:21 pm)
0 Absent
1 Trevor Doiron Student Representative
4. **ADJUSTMENTS TO THE AGENDA**
17.1 Sub-committee meeting was cancelled due to weather. Will be rescheduled.
5. **APPROVAL OF THE MINUTES**
February 11, 2016 – Board Meeting minutes
Motion by Shari Ouellette and seconded by Michael Morrell to approve the minutes of the February 11, 2016 regular Board Meeting minutes.
Vote: 10 Yes 0 No 2 (Jackie Knight and Joel Pike) Abstain
1 Student Representative
Michael Schaedler had not arrived yet
6. **COMMUNCIATIONS/CORRESPONDENCE**
6.1 Resignation of Robin Miller, SMHS Math Teacher, effective February 15, 2016.
Motion by Tammy Frost and seconded by Shari Ouellette to accept the resignation of Robin Miller, SMHS Math Teacher, effective February 15, 2016.
Vote: 12 Yes 0 No 0 Abstain
1 Student Representative Yes
Michael Schaedler had not arrived yet
7. **PUBLIC COMMENTS - None**
8. **BOARD COMMENTS - None**
9. **SUPERINTENDENT'S REPORT - None**
10. **BOARD CHAIR'S -None**

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11. COMMITTEE REPORTS - None

12. ADMINISTRATOR'S REPORTS - NONE

13. POLICY

13.1 Final Reading Policy – AC-R – Harassment and Complaint Procedures

Motion by Shari Ouellette and seconded by Jackie Knight to approve the final reading of policy AC-R – Harassment and Complaint Procedures.

Vote: 12 Yes 0 No 0 Abstain
1 Student Representative Yes
Michael Schaedler had not arrived yet

14. OLD BUSINESS - None

15. NEW BUSINESS

Budget Overview

- **System Administration**
- **School Administration**
- **Debt Service and Other Commitments**

Presentation by Superintendent Ken Healey –

Regarding the reconfiguration of the elementary schools, I have met, consulted, and sought advice from the teacher association, spoke to the union RA's, the professional development committee, and district administrators. After all this legwork and advice I strongly believe that the reconfiguration of our elementary schools is the number one priority for this year's budget. I fully recognize that this will not be comfortable for all, popular to all, or acceptable to all. But as the educational leader of this school district, I am convinced that our students will gain the most educationally from this, our educational system will be strengthened from this, but I also feel doing the reconfiguration it is the right thing for our kids, staff and community. Most adults recognize that doing the right thing is often times not the easiest thing and more likely will be the toughest path.

Consolidation of staff at each grade level is what is best for our students. Studies by leading educational research organizations and individual research indicate that having each grade level work collaboratively who are consolidated in a school, provides students and parents with greater teacher choice, more academic continuity, use of the same curriculum, increase professional communications, and will improve the overall education of the entire grade level population. Additionally, for the first time all Spruce Mountain students will grow up and be educated together Pre-K through 12.

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This consolidation will eliminate past perceptions that one school is favored over or is superior to the other.

Our high school and middle school have already completed this evolution and have grown stronger as a result of their consolidations. Our Pre-K program has already consolidated and is working well.

Bussing costs will remain stable. We already transport students from all three communities to the middle school and high school. With this reconfiguration, the transfer of students from their current school to their new school will be approximately 10 minutes longer for some students and some students will have a shortened bus ride by 10 minutes.

The reconfiguration could generate additional budgetary efficiencies this budget year and next budget year. This budget proposal is not broken down in the current budget documents you have but will be once the plan for the reconfiguration is finalized. The overall cost for our combined elementary schools will not exceed the budget projections in your book but are likely to shift money to other cost centers.

So in the interest of doing the right thing for our kids, it is my professional opinion it is time for your elementary schools to complete the process of consolidation by reconfiguring so Spruce Mountain District will be one.

- **Curriculum Coordinator -**

Presentation by Amanda Hersey, Curriculum Coordinator

This budget was created by using account management of the improvement of instruction lines that had already been established in the budget. There have been reductions in other areas of the budget and because of those reductions there has not been an increase to the overall budget. I have been working closely with building administrators to account for which educational text and instructional supplies are important for next year and will make those purchases through this budget.

Mike Morrell asked in some of the other areas the lines still have text book money in them and what was the conversation? The preponderance of the money went to the curriculum budget at about 90% with 10% for replacement books. New textbooks will come from the curriculum budget. Cindy Young asked compared to last year what was taken out or moved that was not in last year's budget? The amounts did not change.

Michael Morrell asked TJ Plourde if he could give him a run-down of what the \$16,000 of the books that he was going to purchase. TJ Plourde replied that in English – Springboard which is between \$9,000 and \$10,000, just over \$2,000 for science and just over \$3000 for math. Michael Morrell asked if he

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found Springboard an effective consumable. TJ said yes I definitely think it is a great product, it is a great higher level English product.

Amanda Hersey continued any additional purchases through this budget will focus on the three areas: Improvement of Instruction; k-8 staff training and 9-12 staff training. This is a new process and is a work in progress. I hope to continue to work with building administrators and staff to assess curriculum needs; purchases through this budget will offer a consistent and systemic approach to improvement of instruction.

Mike Schaedler arrived 6:21 pm

- **Jay Elementary School**

Presentation by Chris Hollingsworth, Principal

This budget is pretty straight forward...overall we saw with tangible items we had a slight decrease of \$6,000 over last year. The restructuring of the Livermore elementary to a Pre-K – 2 school and Jay elementary to Grade -5 school would be a major change this year. These changes would allow us to level out class sizes, have consistent curriculum along with other efficiencies that would not be possible without realigning the elementary schools.

Denise Rodzen asked a question about supplies and asked if Art and Music teachers would be moving back and forth. Chris responded by saying we currently have music, art and PE in each building and that would stay the same, the only change would be band would only be at the 3-5 campus as band is only offered at the upper level grades.

Cindy Young asked if the salary increase for secretaries was as a result of negotiations – Ken Healey responded that the contracts for ed techs, secretaries, and teachers were all finalized with salary changes.

The next question asked was whether or not there will continue to be an assistant to the principal. Chris Hollingsworth responded that in essence several years ago they lost a secretary and replaced that position with an assistant which gave us more flexibility. Money wise it is about the same. Denise Rodzen asked if I asked you to cut your budget where does that assistant fall in the priority of cuts and Chris Hollingsworth replied it would be somewhat deep, without that person the secretarial position becomes undoable. The assistant helps out at recess time and lunch time, he does all attendance, letters home, calls home, covers lunch, fills in for secretary and does all the filing. A big piece is secretarial in nature that we would need to find to replace that.

Joel Pike stated that from what I am hearing, let's say we don't do the reconfiguration what does that do to your budget?

Chris Hollingsworth replied that from my budget it does not do anything.

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Shari Ouellette asked if the duties that the assistant does is that something that a half time person could do – Chris Hollingsworth replied yes, but would have to have other duties filled as well.

Tammy Frost asked why has your general supplies doubled from this year to next. Chris Hollingsworth replied that happened because we went from the district purchasing all the copy paper to each building purchasing their own. I shifted the money from another account line to better track the purchases. Mark Holt asked where the efficiencies that Ken Healey mentioned? Ken Healey responded that those could be this budget year and next year. An example is if we currently have 4 classrooms when you bring them all under the same roof and through attrition we could potentially eliminate a position. Amy McDaniel stated that Mark Holt asked about efficiencies and when you have teachers come together that teach common classes there is a potential to save on instructional supplies and materials. Amy McDaniel said that she would not expect to see savings the first year. It is going to take some time to see those efficiencies.

Ken Healey said that my goal is to make these efficiencies through attrition, one thing I don't know for certain is that we still may have more retirements Joel Pike said that from his vantage point we have come up with idea as a side comment, you missed the community in this discussion. I want to see a lot more detail around bus routes, where are the major synergies, I want to see all these details, every phrase you have used possibility, I need detail so I can make a decision. 3 years ago the board started these discussions had a bunch of meetings, we could see what the discussion was there was meeting after meeting. This is just a poor way of doing it just bringing it to us like this. Ken Healey stated that the reconfiguration was primarily not about efficiencies it is about the best thing for our students. Darcie Calden said that before you can do anything on this budget there needs to be a lot more discussion, we talked about this a long time ago, it is a big change for parents. There should be more meetings, need information about bus routes. Tammy Frost said that on that point a lot of these kids have been doing this for a long time and it has worked out. Doug DiPasquale said he was concerned about his daughter traveling from North Jay to Livermore. Julie Thornton a teacher and member of the audience thanked Joel for bringing up these issues and stated that a lot could have been done at consolidation and was not. Holly Richards agreed with Joel, although as a parent I like the idea of the children starting with their peers beginning in Pre-K.

Ken Healey stated that it is an educational policy. It is the authority of the Board and they can handle it in one of two ways; either they can take a vote or it can be delegated as a function of the superintendent.

- Livermore Elementary School

Presentation by Kevin Harington, Principal

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We have some of savings at this time through the two known retirements. Those retirements add up to a pretty good chunk of my budget. Our biggest increase is for copy paper. Mark Holt asked if we are going to see a decrease? Kevin Harrington replied there should be a reduction from regular instruction, text books some of that went over to Amanda's budget but money will be used for damaged books and replacements.

Shari Ouellette asked why such a big jump in substitutes in budget, Michele Coates replied that the number is based on year to date actual.

Cindy Young asked if the equipment line was a new line, Kevin Harrington replied that it was not, it previously was under Ken Vining's budget, we have gone up to the old schools to gather items that we could use along with my personal supply of school furniture.

Holly Richards asked in your budget you show some salary reduction, Kevin Harrington replied that it was due to retirements.

Joel Pike asked how this budget was built and Kevin Harrington replied that it was built on the Pre-K – 5 building. I don't believe that there will be much of a difference when we reconfigure.

Mark Holt asked about the heating system at the school – Kevin Harrington said that we just had some issues around main office area but that has been looked into.

Ken Healey stated that the heating fuel is projected at a higher cost. We are locked in for next year. We can cut the budget to the locked in rate for this year but we will have to ask for an increase next year, and please remember that this year has been an unusual winter as it has been much warmer than last year.

Amy McDaniel asked am I correct that we can carry over any overages.

Michele Coates replied that we cannot carry over from fuel.

Shari Ouellette said that if we can't carry it over anyway why not cut it now?

Denise Rodzen asked was it the logic to cover when prices rise again?

Kenneth Healey said yes.

Tammy Frost asked do we have an idea when we will see a split budget? Ken Healey replied that I have asked Kevin and Chris to project their budgets based on implementing the reconfiguration; class sizes and number of teachers, we can have this for you at the next meeting.

Joel Pike said that this is a philosophical budget, if we have some of the costs locked in we need to reflect those prices. What stood out for me was that there was not any line changes from one year to the next on 141 lines, that raises a red flag for me, when you look at over 300 line items and less than 45% of the budget has been spent so far. Are we looking closely enough at those lines.

Denise Rodzen asked if they had looked at all the programs.

Mike Schaedler if the policy is for overall reduction is there a target? Is there a goal? You guys figure it out, you know best. Moving the schools together that stirs a lot of stuff. You need a target.

Denise Rodzen asked if you were you all given a target to cut budget? Kevin Harrington replied that we were not given a target number but that flat line is

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what we shoot for to just ask for what is needed, we needed to go through the sifting process.

Amy McDaniel asked how the reconfiguration would affect the special education program. Tina Collins replied that it would not really effect the program. All special education needs would still be met.

Shari Ouellette said that having heard you say that you were not given a specific percent, I am quite disappointed Ken. With the unknowns and having sat through Jay's cut of 10% something specific should have been asked.

Ken Healey responded that I am sorry you are disappointed. I didn't tell them to cut 10%, I would presume that you folks know that if I cut 10% from the budget it would decimate our education system here. You would not have the educational levels that we currently have. My instructions to administrators and directors was to see what kind of efficiencies they could get by not putting any teachers out and firing them. No one had given me any direction on where to go. This budget is \$191,000 lower than last year and that includes \$450,000 increase in salaries and benefits and the loss of \$279,000 from the state.

Tammy Frost said that one thing we are not part of a town we are a school district...I have to agree with Mr. Healey...I think he is leaving it up to us to what if anything we need to cut.

Ken Healey replied that at the community meeting the topic of reconfiguration came up. I was looking to see what the community was looking to do, now I am looking for you to provide guidance to me, if this budget does not meet what you are expecting, please give us direction and we will cut to the level you would like. The budget this year is lower than last year and takes into consideration the natural growth of a budget.

Amy McDaniel asked if she was correct in understanding that we are talking about the over EPS dollars.

Judy Diaz (audience member) directed the Board to the Revenue for 2016 and asked if the \$19,000,000 included the three articles, Ken Healey replied there were two articles; the elevator and the bleachers. Judy replied "so you kept that in that budget?" Ken Healey replied that it covered the salary increases at \$450,000 and the \$279,000 reduction we are still \$191,000 below last year's budget. Judy Diaz said there is a difference I think, if you take those two articles we are not less than last year's budget. Ken Healey replied that the two articles are in the budget where they were directed to be, nothing is being hidden. Shari Ouellette said that she knows that 10% is probably impossible or probably impossible but what I am disappointed in is that more of an effort was made through attrition. Denise Rodzen said that she would personally like to see what the over EPS is made up on. Ken Healey said that he will provide to the Board what is included in the over EPS dollars. I believe a new 279 will be released in two weeks. I believe that we are receiving about 44% from the state.

- Spruce Mountain Middle School/Co-curricular

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Presentation by Scott Albert, Principal

Since the middle schools merged there has been a reduction of 9.5 teacher positions, 1 administrative position and 1 counseling position. The administrative position, the counseling position as well as 7.5 of the teaching positions came at the time of the merger and 2 came last year. Under the area of Improvement of Instruction, we are getting a new science on-line textbook/program for \$6 per student instead of buying new needed science textbooks that would have cost us between \$25,000 and \$30,000. Instead we will be receiving a continually updated Discovery Education program aligned with the New Generation Science standards for 6 years for around \$2,000 a year. Denise Rodzen asked if the middle school was adding Alternative Education staff and Scott Albert replied that he was not. In alternative education last year the position was not filled at the time the budget was proposed. The position was filled with someone making more than the budgeted amount. Denise Rodzen asked if you and TJ considered combining the high school and middle schools alternative education? Scott Albert replied that we have looked at it. Two of my students have taken high school programs, we have dangled the carrot out to those students. There are 10 children in middle school alternative education and 8 children in the high school alternative education. Shari Ouellette asked about the difference in the benefit line for the support assistant and Scott Albert replied that the person in that position before had different benefit choices.

Cindy Young asked on your computer program does that mean that the program will be on everyone's laptop? Scott Albert replied that yes, there are assessments and videos. We actually met over Christmas vacation and had them go over the program with Rob Taylor. Cindy Young asked what happens when a student loses their laptop? Scott Albert replied that those students can come into school early or stay late to work on assignments. The longest a student would lose their computer at school would be 24 hours, however they could lose the privilege to take the computer home for a longer period of time. Amy McDaniel said that I guess for those families that don't have internet it might be difficult. Scott Albert replied that we do have intervention time during the day and after school. It is a web based platform. Joel Pike asked if this the one that Rob Taylor is using, my son is using it with Rob and it is a very powerful tool. Trevor Doiron said that you can download pages as a PDF. Mark Holt said that teacher's benefits were up \$59,000. Michele Coates replied that she was not sure how it was calculated last year but there must have been an error, we are currently almost at the annual budgeted amount now.

- **Spruce Mountain High School/Co-curricular**

Presentation by Thomas Plourde, Principal

The focus of the high school is to be able to provide an educational experience that is going to sustain the offerings at Spruce Mountain High

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School. We did not want to lose any electives that are associated with college and career access. We currently have 50+ elective options. The combined SMHS budget shows a decrease of approximately \$83,000. Whenever we met as a staff we thought about our mission and vision for our school. Under the administration line has gone up \$4,328 that is because I brought some money out of academic line and brought it to my line so that I could monitor it better. We went down \$110,000 in Instruction with general supplies being less than we had this year, post-secondary tuition was moved to the guidance line as it seemed like a better fit, professional credits were down, charter schools moved last year. Guidance line did go up because of post secondary options 5-10 seniors are taking college courses and 182 courses for AP tests for our students. In the library supply line she just needs to be update offerings, under Academic line that line went up \$321 because we now have a better understanding of where things were going. Athletics went down approximately \$64,000. The equipment line went down and travel went down, and repairs and maintenance went down.

Mark Holt asked if the \$108,000 was for the bleachers, TJ Plourde replied that the bleachers actually hit Ken Vining's but that will be corrected. I believe it was \$85,000 for the bleachers. Shari Ouellette asked what the difference in costs was from us moving to KVAC vs MBC was is it worth it? Because I have been hearing complaints that the kids are getting back too late. James Black replied that yes from some of the venues they do get back a little late but overall I think it is a wash. The trip mileage went from 10,959 in MBC to 13,426 in KVAC a trip cost of \$2,200.

Cindy Young asked if under sports trips is there a potential for savings, James Black replied that JV games may not be played but you want to make sure you are setting it up for the next year so that all the JV games can be played. Also, if any teams go into post season that can be three to 4 extra trips. Mark Holt asked about contracted professional line and James Black replied that is how the warrant was read it would be put into regular budget.

- **Transportation**
- **Facilities and Maintenance**

Presentation by Ken Vining, Transportation and Facilities Director

The fuel prices have been locked in. He also said that he has spoken with Craig Boone about JES and the repairs that need to happen. That information is in your hand out. The general supplies line includes all of the districts cleaning products in schools. I don't spend my budget in the first 4 or 5 months because there might be incidents that I might need something different as the year goes on. The Dues and Fees line is mostly state licenses. Tammy Frost asked a question about the water line at LES. Ken Vining replied that the water line includes testing of the water. All water lines include water and sewer and the pumping of systems. Shari Ouellette asked about the LFHS sign that is down the road from here, Ken Vining said that we don't have to pay for that sign, but there are other signs that we do pay for.

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Shari Ouellette mentioned that repairs and maintenance under LES is down \$11,000 and Ken Vining replied that that was because we had two major projects last year, replacing two doors and replacing valve and glycol in the sprinkler system. Regarding heating oil Ken Healey and I have gone back and forth about how to go about budgeting fuel and we decided to leave it in and see if you wanted to go with it. I did come up with some numbers. This year has been a really mild winter, I believe we could cut \$89,000 from heating and \$48,000 from diesel.

Lisa Holt (an audience member) spoke about witnessing chairs being used to prop open doors for events, why can't the doors be unlocked. Ken Vining suggested that maybe one person that is attending the event be in charge of letting people in and out of an event. We need to start being mindful. Mark Holt asked if we had locked in for propane. Ken Vining said that we had not. With the new boiler at the middle school we need about 25,000 gallons of propane which includes about 10,000 more than we budgeted for this year. Hopefully next week we will be able to lock in with propane. Mark Holt said that hopefully Jay will be able to piggyback on the rate. Joel Pike asked about the rate for electricity, what is the arrangement. Michele Coates said that she knows it is not the standard offer. She said she would look into the contract. Joel Pike asked about the the lease line, it shows going up \$60,000. Ken Vining said he was hoping we would get 3 new buses. We have been approved for 1 bus from state so far, although we get a very small amount of money from the state. The lease for each bus is \$20,000. Bus 31 lost its engine and I really hesitate to put a lot of money into that bus, I don't want to put another engine in it as it has 190,000 miles on the bus. Denise Rodzen asked how old the other two buses were. Ken Vining said that it is not necessarily how old the bus is, it is the actual overall shape they are in. Tammy Frost asked for specific bus information including mileage and what the dire need is. Shari Ouellette asked if under the JES operation maintenance line grounds is up \$7000, is that for the overlay for the playground? Ken Vining said yes. Shari Ouellette asked if we were finding out that the buses are rusting out. If so can they do undercoating to them. There was discussion about using the town mechanics, we currently have a contract. The option to use the town went out when we were no longer a part of the town of Jay. Our current contract expires June 30, 2017. Mark Holt asked how much we paid for repair? Ken Vining said it was \$121,000 labor only. Ken Vining said that he actually drove a bus from JES to LES and he drives pretty slow and it took him 11 minutes to do so. Equipment line in transportation is for camera among other things. Judy Diaz asked how much we paid for the elevator, Michele Coates said she could get that information to her later.

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- **Special Education**

Tammy Frost asked to take the elevator and bleacher costs on bottom line out. Michele Coates will check in what happens to the money not spent on bleachers.

Presentation by Tina Collins, Special Services Director

We are currently serving 14% of the student population which is unchanged from last year. In addition, Special Services serves additional students through the management of 504 plans. There are 52 cases within the district. Supports are a range of programs and services for our kids. We are legally required to provide these supports. Students getting special services are determined by their IEP. The biggest component is salary and benefits. The other piece this year is we run a developmental program for k – 5 students and this year it is at JES. The barrier we run into is we have lots of kids who need this program, the state says that the max number of students in this program should be 15 students. The reason we moved to JES was because of space. We are currently serving 16 students with 3 coming in next year. There is a need to add another teacher and we have had this need for a couple of years. Incoming kindergarten students are approximately 20 a year along with 2 to 3 students a year from CDS. We have two elementary schools and one program, it is time for us to create a second program. We need to do restructuring and it is the right thing to do for our kids. This year we are not asking for more money. Amy McDaniel asked how much it would cost to outplace students. Tina Collins replied that at Margaret Murphy the program charge is \$215 per day per student. Cindy Young asked what CDS was and were the children from our district. Tina Collins replied that CDS is Child Development Services and they serve children from birth to age 5 and yes all of the children are from our district towns. Tina Collins said that other considerations of the budget if there is a reconfiguration of elementary schools that could mean a shifting of staff but there will not be any increase in the budget. Crossroads budget lines have consultation services as a part of it, this is not a new expense, however, it is not where it needs to be. Amy McDaniel asked what the average case load for teachers? Tina Collins replied with the reconfiguration are we looking at teachers who have 35 kids, there will be an increase. If we just look at k-2, there are 15 students with 21 with speech services but we are able to keep case-loads manageable. Shari Ouellette asked about an increase in middle school resource room and education technician. Tina Collins replied that we shifted a teacher to the middle school from LES staff reduction. Holly Richards asked out of the 14% of the population what is the breakdown and Tina Collins said that it is pretty equivalent across the board.

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- **Technology**

Presentation by Craig Collins, Technology Director

I am not asking for any additional staff. The main focus will be on professional development which has been showing a deficit in professional development opportunities. The increase in the professional credits line is due to greater support for district technology professional development opportunities. The savings from trips to PowerSchool University and money from first class services will allow us to put money in professional development. The FY17 Instructional Technology Budget shows a decrease of nearly \$9,000.

Mark Holt said that last year we didn't do laptop insurance. Craig Suttie said that the repairs was the right idea in the long run, in order to do the buy out the laptops could not be damaged. Denise Rodzen said that Oxford Hills laptop insurance is \$80 per student, Craig can you look at insurance again. Craig Suttie replied that he believes that this is a discussion for the board to direct him. Cindy Young asked if the repair line was just for fixing laptops. Craig Suttie replied that it does cover replacing monitors. Mark Holt asked what happens if a piece of equipment comes in for damages. Craig Suttie said that historically we have a hard time getting money from students. We decided that from that point forward that a student who has a damaged laptop they would get a white laptop.

Tammy Frost said that RSU 9 has a problem, cost is weighted on free lunch program. Mark Holt asked how do you plan on covering the \$47,000 overrun on repairs this year. Craig Suttie replied that the overrun was unexpected but will find a way to cover it. Most repeat offenders are at the high school. Michele Coates mentioned that in the last month 3 or 4 of the students have been paying for damages. Mike Schaedler asked if there any consequence that the student with the damaged laptop receives. Craig Suttie replied that they only get a white laptop. Mike Schaedler asked what happened to Channel 7. Craig Suttie replied that the Channel 7 equipment has been moved here, Mac has not been well. I have been working with Time Warner and their last quote to run cable was \$14,000. The issue is not dead yet, we can't tap into the trademark stuff as of yet, it has become a bureaucratic mess. Denise Rodzen asked Craig Suttie if he could work on the bureaucratic mess. Trevor Doiron said there is a Broadcasts club they have iPads, green screen, video. They plan on creating a weekly news magazine. There is a website but it is currently having issues. I will send Fiona Baker the link. The goal is to have it part of Channel 7.

- **Food Service**

Presentation by Dora York, Food Service Director

The food service budget is based on selling meals to the kids. Next year I will be able to buy throughout the year and not have to have large orders delivered at one time. So far this year hot lunch is up 30% and breakfast is

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up 30% which means \$41,000 more in subsidy that last year. We are trying to have as many options for the kids as possible. Denise Rodzen asked if the number has risen from 60% for free and reduced lunch? Dora York replied that it is about the same, although she feels that the number could be higher in the high school. Holly Richards asked if the families are just not taking advantage of the program, not filling out forms? Dora York replied that yes that seems to be the issue. Dora York suggested that she would like to see the Free and Reduced Lunch form be a required document that needs to be completed and returned by parents. This is a totally confidential program. Amy McDaniel said that the year before last we had a total of \$22,000 of unpaid lunches what are we at this year? Dora York said we are at about \$17,000 right now but she is hoping that because of income tax returns and payment arrangements that this number will go down. Tammy Frost said that SAD 36 made it a required form. Denise Rodzen asked if Dora has a way to check with information on other children in the family, that if one child qualifies all the children in the household qualify. Judy Diaz asked if we talk to them about filing out the form and Dora York replied yes we do. Amy McDaniel suggested that we could get information from PowerSchool. Dora confirmed she does use PowerSchool.

Adult Education

Presentation by Robyn Raymond, Adult Education Director

The focus was to support the community especially with the situation at Verso. We are combining our Vocational and WorkReady funds with HS Completion line. When we hire for an Education Coordinator, we will be asking for additional credentials possibly a master's degree, as well as running the Vocational and WorkReady Program, which increases the salary for this position. Further marketing efforts for our program is a top priority. We have increased our copier line to accommodate the need for paper-copy advertisements for events which seems to better reach our community for attendance and overall engagement. We do have a Facebook page. Last year our enrichment program had 119 students enrolled, so far after only 8 months this year we have 400! We have to get out there and market. We are still a bare-bones operation. We currently have 7 employees on the payroll, some working as little as 6 hours per week. With the increased need for adult education and college transitions in our community, it is imperative that we maintain this budget in order to continue delivering outstanding educational opportunities and for further growth in the future. We are seeing a huge increase in needs. Our ITV enrollments will blossom as we begin funneling students to CMCC and UMA. Shari Ouellette asked about any programs that offer subsidies for displaced workers from the state or federal government? Robyn Raymond responded that she will look into it. Cindy Young asked if along with the \$40,000 of funding from each town what other funding sources there were. Robyn Raymond responded that there are grants.

SPRUCE MOUNTAIN SCHOOL DISTRICT BOARD OF DIRECTORS

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Denise Rodzen then asked the Board members what they would like to have brought to them for information at the next Board meeting, those issues are:

- **What is over EPS**
- **Electricity**
- **Busing**
- **Take out elevator and bleachers out of budget**
- **What do we do with the money that was not spent**
- **Reduction in oil and diesel costs**
- **Reevaluate the lines in budget that show 0 increase and were not spent**
- **Cash balance**
- **What will propane look like if we lock in**
- **If we are going to go forward with reconfiguration we need more info**
- **In depth on teacher/class sizes**
- **How many enrichment classes have under 10 children in them, also sports, how many sports have under 10 children participating**

Move next budget meeting on March 10th to Spruce Mountain Middle School and the March 17th meeting to Spruce Mountain High School.

16. APPOINTMENTS - None

17. OTHER BUSINESS

17.1 Consideration of funding formula change.

Meeting of sub-committee scheduled for Tuesday the March 1, 2016 at 6:00 pm in Central Office.

18. CALENDAR/ANNOUNCEMENTS

The next regular meeting will be on:

March 10, 2016 – Regular Board Meeting – 6:00 PM SMMS

March 17, 2017 – Budget Meeting – 6:00 PM at SMHS

SPRUCE MOUNTAIN SCHOOL DISTRICT BOARD OF DIRECTORS

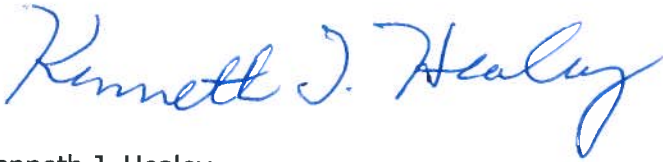
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19. ADJOURNMENT

Motion by Shari Ouellette and seconded by Holly Richards to adjourn at 9:31 pm.

Respectfully submitted:

A handwritten signature in blue ink that reads "Kenneth J. Healey". The signature is written in a cursive style with a large, sweeping "K" and "H".

Kenneth J. Healey
Superintendent of Schools