

SHARON BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
TUESDAY, JANUARY 12, 2021 - 6:00 PM
(NOTE TIME CHANGE)
@
VIA GOOGLE MEET
Draft Minutes

This meeting was held in compliance with the Vermont Open Meeting Law with Electronic Participation

In attendance via Google Meet:

Sharon School Board: Don Shaw, Chantelle Brackett, Sam Potter

Others: Raymond Ballou (Technology Manager, WRVSU), Keenan Haley (Sharon Elementary Principal), Tara Weatherell (Business Manager, WRVSU), Jamie Kinnarney (Superintendent, WRVSU), Lyall Smith, Nicole Antal (Sharon Recording secretary)

1. Call to Order
Don Shaw called the meeting to order at 6:01 pm.
2. Adjustments to the Agenda
The Business Manager Report will go last, as Weatherell is also in the Strafford meeting to explain their budgets.
3. Assign times/time keeper
Don Shaw will keep time
4. Consent Agenda
 - 4.1. Approve the Minutes of Tuesday, December 8, 2020 (Regular)
 - 4.2. Approve the Minutes of Monday, November 23, 2020 (Special - Wagon Wheel)
Potter made a motion to approve the minutes of Tuesday, December 9, 2020 as written and submitted. Brackett seconded; motion approved.
Potter made a motion to approve the minutes of Monday, November 23, 2020 as written and submitted. Brackett seconded; motion approved.
5. Board Communications
Potter announced to the board that her term is coming to an end in March, and she is not seeking reelection. She thanked the rest of the board for their guidance, and that she has enjoyed serving on the board.
6. Public Comments

None

7. Reports to the Board

7.1. Superintendent

(Kinnarney shared a report with the staff prior to the meeting, see attached documents on our website, sharonelementary.org/minutes-agenda)

Kinnarney reported that there have been a few positive cases for COVID in the SU, but none in Sharon so far. The virtual week went well.

Kinnarney reported that it is budget season, and the SU is very busy right now.

As far as the Sharon budget that will be presented, there is a lot in the Sharon budget that the board has no control over. Kinnarney said that it has been a learning curve for him, as in the past as a principal, he was always in control of the whole budget. Being a sending school district, there is a lot that is out of the control of the board.

There is less than \$40,000 for the PreK-6 elementary budget, yet the tax rate is high. Shaw asked if it is based on the CLA (common level of appraisal). Kinnarney said that the CLA has impacted the budget, yet. Secondary tuition, CLA, and Annual Yield are impacting the tax rate by over 21 cents.

Kinnarney shared his disappointment, that Keenan, Tara, and Kinnarney worked hard on the PreK-6 budget, and yet the tax rate is high.

7.2. Principal

(Haley shared a report with the staff prior to the meeting, see attached documents on our website, sharonelementary.org/minutes-agenda)

- Assessment: Haley and the teachers are starting to see a rebound from the beginning of the year testing. We are in the middle of another wide-school assessment. He is hopeful that we are going to see students come back up where they should be.
- Virtual Week: it went a lot better than in the spring. The students were more familiar with the online platform and how to interact. Teachers were more efficient. He shared that hopefully, the school doesn't have to go back to virtual classrooms, but he is hopeful that if the need is there, the students and teachers will be better prepared. He sees the use of technology increasing in the future, incorporating some aspect of it in the future classrooms.
- Literacy: administrators have started to talk about math literacy at the SU level. What are the elements we want to see in the classroom?
- Highlights: 6th graders organized a Spirit Week before the holidays. One of Haley's objectives is to give more voice to students. He is hoping to start a student council. The students have shown interest, and the lunch program is a big priority for them.
- Budget: Haley has shared that he has been working on budgets extensively with Kinnarney and Weatherell.
- Potter asked what the status is on the roof of the preschool. Haley reported that it has been worked on. But as with any contractors right now, there were delays in getting

materials. But he reassured the board that it is still moving along.

7.3. Business Manager (with projections of expenditures and revenues to date)

(Weatherell shared a report with the staff prior to the meeting, see attached documents on our website, sharonelementary.org/minutes-agenda)

Projections of revenue were shared by Weatherell in her monthly report.

Some highlight:

- The Business office is working on getting reimbursement for COVID related expenses, the submission to the agency of education are due on Friday. She is hopeful that those expenses will be covered.

- Projected expenditures:

Item not budgeted for:

- COVID related expenses for \$30,236
- the snow removal contract \$6655 through December 31, 2020.

Items that are currently projected to be overspent in the budget:

- tuition invoice to date vs what was budgeted \$22,874 difference
- VSTRS OPEB: this is an annual assessment. It was believed that this is a one time fee, it is actually an annual assessment for any new teachers that have entered the retirement system, as long as they are employed in our school district. The fee for this year is \$7974.
- Repairs and maintenance: due to the septic issues happening at the school right now: the overspending is about \$8,085 right now.
- Telephone contract: when the system was upgraded to the new required system, it increased the telephone expense, to about \$6,000 of overspending in the FY21 budget.

Potential savings on the expenditure side (total of \$67,323, not enough to cover the items above)

- Field trip: nothing has been spent in that line yet, so there is a potential of \$9,000
- Professional Services (testing), that hasn't been done: \$16,500
- An employee left and hasn't been replaced, so that is a saving of \$10,323
- Technical services: \$10,000
- Health Insurance budgeted: \$22,000
- FY19 Audit: Reserve Fund : \$99,161 (roof for the preschool, insulation for the kitchen hasn't been deducted. These numbers are from the FY19 audit).
- FY19 Equipment Fund: we have an equipment fund that has \$1986.

8. Discussion Items

8.1 2021-2022 Budget (final draft and discussion)

Haley reported that he and Weatherell worked hard to have the least impact on taxpayers. A lot

of expense is out of our control. He said they cut object lines significantly. As an educator, he shared his frustration with having to decrease positions or eliminate them. They decided, in the end, to cut the supply line in half for all teachers (\$500 per classroom). Haley started to let go of a general para position, a math interventionist position, removed field trip. Kinnarney said that adjustments were made and that the increase is only \$38,843 for the preK-6 section of the budget.

Tuition increases: some of our surrounding schools have announced their tuition. It will have an impact, an increase of about \$180,000 just in secondary tuition. That has been tough to navigate, Kinnarney reported, even though they added revenue around federal grants. The drop of CLA and what we are projecting for the yield has impacted our tax side, and both are out of the school board's control.

Kinnarney reassured the board that prior to meetings, Haley has talked to the people who will be potentially impacted, the positions that will potentially be cut.

Haley explained that positions that are being potentially cut are based on seniority.

Kinnarney shared that on the revenue side, he feels confident about those numbers.

Brackett said that communication will be key to explain to taxpayers about the rise in tax rate.

8.2 Timeline for warning, mailing, etc for annual school district mailing and 21-22 budget vote

Kinnarney said he has received the report from Haley. The warning will need to be signed by the board on the 25th, after the full board meeting scheduled for the 25th.

Weatherell discussed with the board what needs to be present on the warning, and said she will work on it later this week. A one three-year term will need to be on the warning.

8.3 Paving Project

Lyall Smith: The last communication Smith had with Devon from Horizons Engineering: he still had questions about cold planning the surface and if it would be appropriate for this particular project. It's not in shape now. Smith would like Devon to take a quick survey of the parking lot, as it is not the same person who designed the project from a few years ago. Weatherell will put it out to bid once Smith has finalized that aspect of the project. She will also make sure that local contractors are aware of the bidding.

Kinnarney confirmed that it was legal to do so.

Brackett asked specifics again about the bidding process. Shaw answered that it needs to be sent to a designated email/address and open it as a board on a specific day, not before.

Kinnarney will make sure that they will be checking with local banking institutions for accurate numbers on the loan terms, as this project is not large enough to bond.

Kinnarney said that it would be beneficial for the board to negotiate that the first payment be on the first of July 2022, so to not impact FY22's budget. It would be budgeted in for the next budget and 3-4 years after that.

Septic lines: Smith and Haley reported some issues with the septic line, it has been resolved. Smith would like to do some more testing about why the issue occurred and make sure that the system is not clogged somewhere that would cause further issues.

The septic lines had to be jetted to unclog.

8.4 Solar Project

Kinnarney wants to keep this in the agenda to make sure it doesn't get forgotten, but nothing to report at this time.

8.5 FY 22 Announced Tuition

No discussion, the announced tuition was approved. *(See action items)*

9. Action Items

9.1 2021-2022 Budget

Brackett made a motion to accept the FY21-22 budget in the amount of \$5,006,796 which results in a per-pupil spending of \$17,951.92 and to approve the act 68 expenses of \$4,731,409. Potter seconded. Motion approved.

9.2 Set FY 22 Announced Tuition

Brackett made a motion to approve the announced tuition at \$15,800. Potter seconded. Motion approved.

10. New Hires

Kinnarney wants to keep this in the agenda to make sure it doesn't get forgotten, but nothing to report at this time.

11. Confirm Next Meeting Dates

11.1. Tuesday, February 9, 2020 - 6:00 PM @ VIA GOOGLE MEET (Regular)

The regular meeting was confirmed. Shaw reminded the board that a Full Board meeting is taking place on the 25th, and the warning will need to be signed.

12. Adjourn

Brackett made a motion to adjourn the meeting at 7:16 pm. Potter seconded. Motion approved.