

LNSU/LNMUUSD BUDGET COMMITTEE MEETING  
THURSDAY, NOVEMBER 16, 2017  
LNSU CENTRAL OFFICE

Board members present: Sue Hamlyn-Prescott, Laura Miller, Amanda Tilton-Martin (by phone), Katie Orost (by phone), Andrew Beaupre (by phone)

Others: Deborah Clark

**Note: All votes taken are unanimous unless otherwise noted.**

**1. *Call to Order and Approval of Agenda***

D. Clark called the meeting to order at 6:00.

**A. Tilton-Martin moved to approve the agenda as written and the motion was seconded and passed.**

**2. *Select Committee Chair***

D. Clark called for nominations for chair. S. Hamlyn-Prescott nominated Amanda Tilton-Martin, seconded by A. Beaupre. **The committee voted to elect A. Tilton-Martin as chair.**

**3. *Committee Goals & Objectives - Discussion***

D. Clark said at the last LNMUUSD board meeting the finance committee had looked at Goal #1, which is the goal relating to finances. She reviewed the objectives that had been chosen related to the financial goal.

- adopt and implement a capital budget plan
- maintain a student-centered budget process that allows for board participation
- adopt annual budgets that support the work of the strategic plan
- identify cost savings and opportunities for revenue generation
- maintain and provide appropriate technology for students and employees

She doesn't think adopting and implementing a capital budget plan pertains so much to budget development. She thinks there are two objectives that relate directly to budget development – "maintain a student-centered budget process that allows for board participation" and "identify cost savings and opportunities for revenue generation."

A. Tilton-Martin agreed those seem to be the best objectives for this committee. S. Hamlyn-Prescott said she thinks the second one, about maintaining a student-centered budget, has some bearing as well. She said, "It's actually all three." A. Tilton-Martin said, "Let's go with all three then."

D. Clark said in her mind this is more of a work group than a committee. She would appreciate guidance, steering, advice, and requests about who the committee would like to talk to – for instance, Dylan Laflam, Brian Pena, or administrators. It is a big organization to get a handle on. There will be a learning curve this year.

A. Tilton-Martin said she thinks D. Clark mentioned some key players. It will be important to talk to D. Laflam, B. Pena and some administrators.

S. Hamlyn-Prescott asked who D. Clark sees reporting to this group on what Rebecca Holcombe put out about class sizes and teacher numbers and how that should be impacting the budget, as well as whatever they are making us pay.

D. Clark said the biggest campus is the union school campus. It has the largest numbers of faculty, staff and students. It might be a good place to start. The committee will want to get facilities and IT presentations. She will present the transportation budgets. She doesn't expect any big changes in transportation. The committee may decide which specific people it wants to talk to based on line items that spark conversation. She has requested student-teacher ratio information for all the schools. She will try to give the committee a bunch of data that drives budget numbers. She has an email ready to go with the October count. We use that for the assessment allocation from the SU. A letter from Governor Scott came yesterday about the challenges of budget development this year and in the next few years.

**4. *Review, and Adjust as Needed, Budget Development Timeline***

S. Hamlyn-Prescott asked how many meetings D. Clark sees us having and when we will be starting. D. Clark said the week after next she can probably have a rough initial budget, broken down by schools. The budget presentation and adoption process is different this year because LNSU and LNMUUSD budgets will be combined. The SU used to set its budget first so districts would know what the assessment was. There seemed to be agreement that the annual LNMUUSD meeting would be the third Monday of February as long as that didn't fall during vacation time. That would be February 19, so the warning would have to go out by January 19. She thinks the committee will work on the budget between December 4 and December 29 and solidify something before the new year.

**5. *Set Future Meeting Schedule***

S. Hamlyn-Prescott asked if D. Laflam and B. Pena are ready to do their presentations. D. Clark said the committee should be able to see those the week after Thanksgiving.

It was agreed to have the next meeting Thursday, November 30.

Committee members said they would like to see budget items presented in terms of absolute needs and possible add-ons, or with a priority list.

The committee agreed to meet on November 30, December 7, December 14, and December 21, with meetings starting at 5:30.

D. Clark said the LNMUUSD board meets January 8 and January 22. January 22 is too late to approve the budget and get the warning out in time. She thinks the goal would be to have a presentable budget by January 8 or request a special meeting on January 15. S. Hamlyn-Prescott asked if would make sense to present it to the board on January 8 for approval on January 15. A. Tilton-Martin said she likes the idea of presentation first and approval a week later. S. Hamlyn-Prescott said people don't like to be presented with something and vote on it the same night. A. Tilton-Martin said she thinks we should plan for a special meeting January 15. S. Hamlyn-Prescott said Michele Aumand can query

the board and see if meeting that day will be a problem, since it is a holiday and there will be no school. D. Clark suggested perhaps the meeting could be on January 18 if January 15 doesn't work.

The committee agreed to plan a meeting for January 4.

6. ***Other Business***

D. Clark said she might try to have tuition numbers available for the board to approve on December 11 in order to announce tuition. That has less to do with the actual budget than with a formal process we have to go through. It's not really a revenue driver. It's more important that we know what other districts' tuition is. She wouldn't recommend that we change tuition much. The state dictates how much we can go to. We don't even have to charge the amount we set; we just can't charge more than that amount. It's a formality so we can tell sending districts how much they will be charged so they can set their budgets.

S. Hamlyn-Prescott asked when D. Clark will start getting state numbers. D. Clark said she hopes they start hinting at numbers at tomorrow's VASBO meeting.

S. Hamlyn-Prescott asked what numbers D. Clark sees influencing revenue next year. D. Clark said salaries are a big question. She noted that the committee can go into executive session at any point if there will be discussion of items such as salary negotiations or contracts with big vendors, where premature knowledge by the general public might put the district at a disadvantage. A. Tilton-Martin said it might be wise when agendas are made to have a blanket executive session in case it is needed. Others said an executive session has to be for a specific topic.

S. Hamlyn-Prescott asked if the board gave direction to administrators that we are looking to level fund. D. Clark said no, but she has given that direction. She has reiterated the rhetoric coming from the state.

S. Hamlyn-Prescott asked about the GMTCC budget. D. Clark said the GMTCC budget usually has an accelerated timeline. S. Lussier is planning to present the budget to the RAB for approval and then it will get rolled into the larger budget in time for everyone to see it during the December work. She thinks it will be approved at the first December meeting. The tech center budget doesn't impact the tax rate. All their revenue comes from tuition. But it is part of the district and the LNMUUSD board will approve it.

7. ***Adjourn***

**It was moved and seconded to adjourn at 6:36 and the motion was passed.**

*Minutes submitted by Donna Griffiths*