

**Board of Education  
Regional School District 13  
Educational Resources Committee Meeting**

**September 11, 2013**

The meeting was called to order by Mr. Fulton at 7:58 p.m.

**Members Present:** Mr. Fulton, Mr. Hicks, Mrs. Flanagan, Mr. Renninghoff, Dr. Onofreo

**Also Present:** Mr. Melnik

**Public Present** There were no members of the public present.

**Approval of Agenda**

Motion to approve the agenda made by Mr. Hicks, second by Mr. Renninghoff. Vote: Unanimous.

**Approval of Minutes**

Motion to approve the minutes dated August 20, 2013 and August 21, 2013 made by Mrs. Flanagan, second by Mr. Renninghoff. Vote in favor: Mrs. Flanagan, Mr. Renninghoff, Mr. Fulton. Abstention: Mr. Hicks.

Mr. Hicks commented that he is in agreement with the company (DRA) chosen to implement the Utilization Study.

**Set Priorities for the 2013-2014 School Year**

Mr. Fulton said that he emailed the members the tasks and meeting dates.

The six tasks for the committee to focus on this year are:

1. Meeting Schedule
  - a. This was emailed to the members
2. 2014-2015 Budget
  - a. A draft of the Budget Calendar was handed out to each member.
3. Capital Plan
  - a. The Capital Plan will be reviewed as set and by future needs
  - b. The debt service schedule will be reviewed by need and cash flow
  - c. After review and implementation of the utilization study items, there may be additional items for capital
    - i. Mr. Melnik said that there should not be any big changes to the capital plan.
    - ii. Mrs. Flanagan asked how budget vs. capital items are determined. A proposal will be discussed at a future meeting.
    - iii. Mr. Melnik asked about emergencies. Mrs. Flanagan said that the committee would rely on him to make those decisions.
4. Enrollment/Demographic
  - a. The committee will monitor enrollment data and respond as appropriate
    - i. Mr. Renninghoff asked where enrollment was in relation to the last report done by Dr. Chung.

## **Educational Resources Committee Meeting**

### **Page Two**

- ii. Mrs. Flanagan said she will pull the regulation regarding the BOE keeping updated on enrollment. The difference increases the further out you go with demographics.
  - iii. Dr. Onofreo asked if it would cost less to do the study more frequently.
5. Pension Plan
- a. Funding ratios, assessment and review of policy, investment policy
    - i. Mrs. Flanagan confirmed that the Board meets with the pension manager every year and does a risk assessment based on the rate of return and the economy. She also asked how much money is set aside in the pension plan. This is important going into contract negotiations.
    - ii. Mr. Melnik said that there is no document in place regarding review, but you are looking at the portfolio and are given investment advice. There is over 80% money set aside in the plan.
    - iii. Mr. Fulton said that actuaries, auditors and insurance all play a role in the pension numbers. Employees are promised a benefit, not a contribution.
    - iv. Mr. Hicks said these discussions are occurring on the local, state and national level.
6. Non union contract
- a. Policy 3324, Business, Contracts is being reviewed with administration for language
    - i. Mr. Melnik will give recommendation to Policy Committee regarding changes. There needs to be parameters around contracts for uniformity. Need to evaluate compensation and benefits also.

Dr. Perlini commented on the budget calendar that the percentage increase for the 2014-2015 budget will not be calculated by the November 7<sup>th</sup> meeting. This will be a work in progress between November and December 20<sup>th</sup>. In January, you will have bottom line figure and then the committee will have to decide if all of the items will remain in the budget. In February you will listen to the public and then we can think about the priorities set vs. what the town wants. This process is new for the administration as well. We need to be careful about how much is put on the administration.

Mrs. Flanagan thanked the administration team for their support and all of the work they are putting in. We appreciate them.

### **Follow Up Items**

- Meeting dates

Motion to adjourn at 9:42 p.m. made by Mr. Renninghoff, second by Mr. Hicks. Vote: Unanimous.

Respectfully submitted,

Tammy A. McPherson  
Regional District 13  
BOE Recording Secretary