

Unapproved
Caledonia Central Supervisory Union
Full Board of Directors' Meeting
Monday, October 16, 2023 - 6 PM
Location- In person & Zoom

Call to order by Clayton Cargill at 6:01 PM

In attendance: Ellen Cairns, Clayton Cargill, Melissa Conly, Mark Kaufman, Mark Clough, Andra Hibbert(alternate), Sue Roberts, Jason Miller, Kilee Willey, Cornelia Hasenfuss, Chris Tormey, Acting Superintendent Anne Landry, Director of Finance Michael Concessi

Additions or changes to agenda: none

Minutes: Sept 18, 2023 & October 11, 2023

A **motion** to approve the September 18, 2023 minutes by Mark Clough and seconded by Ellen Cairns. Motion passed.

A **motion** to approve the October 11, 2023 minutes by Mark Kaufman and seconded by Jason Miller. Motion passed.

Superintendent Report – Anne Landry was present
No discussion

Student Service Report – no discussion

New Business

FY25 Budget – Michael Concessi was present to go over the draft of the FY25 budget. Budget is up 1 million. Michael shared what is driving the increase. Few points highlighted -

- Spec Ed Costs 150k less in reimbursement – Transportation and Contracted Services increased. Block Grant – Act 173, no longer based on a percentage spent, now it is a flat amount.
- Addition of an Asst Superintendent position.
- New CBA – Compensation & also benefits are up.
- Regular transportation costs are up – new Butler contract and for those who are in-house, leasing costs are up.
- Food service is up 180k. Comp & benefits are up. Inflation of food and supplies. Appliance repairs.
- FTEs are down but compensation is up.

Michael shared the cost breakdown for each district and gave a comparison between FY24 & FY25. Special Ed costs make up most of the difference.

Board discussed contracted services and what drives those amounts. It really comes down to what the level of need is and what the contracted service vendor charges.

Mark Kaufman asked if multi year budgets can be passed? Not sure. Mark will find the answer to that. Mark explained why he was asking this.

Michael discussed that this year we are using a different audit firm and the reason behind it. MJK no longer had the time to meet our needs. RHR Smith is the new firm we are using.

E10 Custodial Credit Risk Policy: It is the policy of the Caledonia Central Supervisory Union and all of its member school districts to mitigate custodial credit deposit risk and all of its member school districts to mitigate custodial credit investment risk. (Discussion/Adoption on Behalf of the District Boards) – Michael shared the full policy.

A **motion** to adopt policy E10 on behalf of the SU and all the districts by Mark Kaufman and seconded by Kilee Willey. Motion passed.

Board discussion that these policies fall under business practice.

E11 Interest Rate Risk Policy: It is the policy of the Caledonia Central Supervisory Union and all of its member school districts to mitigate Interest rate risk for investments in debt securities held as assets by the districts. (Discussion/Adoption on Behalf of the District Boards) – Michael shared the full policy.

A **motion** to adopt policy E11 on behalf of the SU and all the districts by Ellen Cairns and seconded by Melissa Conley. Motion passed.

Assistant Superintendent Position (Discussion/Possible Action) – this was discussed at each district. Districts shared their board thoughts. Cabot, Cal Coop, Peacham, Twinfield, Danville were all on board with the addition of the position. Looked at other districts in the State and what they have for positions and discussed the money issue.

A **motion** to approve an Asst Superintendent position to the FY25 budget in the range of \$127,500 to \$136,000 by Mark Kaufman and seconded by Melissa Conley. Motion passed.

Superintendent Search Update (Discussion) – Clayton gave an update. Still working on creating a committee. Getting some interest from the community. Would like to get some staff representation. Ellen noted that we might have to include board members if we can't get enough of a cross section from each district. Anne recommended that Vanessa Koch share an email with staff requesting interest.

Superintendent Candidate Screening Committee Charge – Clayton shared the charge and asked the board to answer the necessary questions. How many candidates will be brought forward? Up to 3. Board discussed the representation of the committee and the factors involved in making it. Ideally representation from every school building but possibly only every district. 2 each for central office staff and building level administrators, up to 3 each for teachers, support staff, community members, parents.

A **motion** to approve the charge listed above by Chris Tormey and seconded by Jason Miller. Motion passed.

Other Business

VSBA Update (Discussion) – 2 Day Best Practices Session coming up (next Thursday & Friday).

VSBA has many useful webinars.

Public Input: None

Addition to Future Agenda Items:

FY25 Budget – October 30th Special Meeting at 6 PM

Labor Relations Issue – will be in touch to schedule

A **motion** to adjourn by Mark Kaufman and seconded by Chris Tormey. Motion passed.

Minutes respectfully submitted by,
Nicky Cole