

# **BUDGET / FACILITIES SUBCOMMITTEE MEETING**

## **MINUTES**

**Monday, March 15, 2010**

**Mt. Hope High School Cafeteria**

### **Present**

**Subcommittee: William Oj'Dell (Chair), Paul Brule and Karen Lynch  
School Committee, Administration and Staff: Denise Arsenault, John Bento, Diana Campbell, John Saviano, Paul Silva, Melinda Thies, Mario Andrade, Pauline Silva and George Simmons**

**Guests: District Administrators, Parents and Public**

**Bill Oj'Dell called the meeting to order at 6:40 PM.**

### **Approval of Minutes**

**MOTION: Paul Brule motioned to approve the minutes to the February 8, 2010 meeting; Karen Lynch seconded. The motion passed by a vote of 3 to 0.**

### **Budget Development iV FY 2011**

**Melinda Thies, Pauline Silva and Bill Oj'Dell gave the following**

**PowerPoint presentation which supports the budget request to be made to the Joint Finance Committee on March 25.**

**Bill expressed heartfelt thanks to all the parents and administrators present saying it shows their interest in public education. This presentation is a culmination of a four month process with many meetings; we will be requesting more money this year because of rising costs; this request is justified by the very successful state of the District and the efficient and responsible handling of funding over the past fiscal year.**

**Melinda Thies explained we have only one meeting to plead our case; she had met with every school and their PTOs and it is hoped they will support the District at the March 25 Joint Finance Meeting. Melinda stated she was very honored to serve the community; then made three points: 1) we are a district on the rise and have made extraordinary progress in the past seven years; 2) we have done so in an efficient manner, being fiscally sound and a forerunner in the State; and 3) we are facing extraordinary times in external threats, expecting a 6% reduction in funding from the State; the State is looking to the locals to support education; we have the looming prospect of a funding formula and while she is in support of a funding formula, this iteration will cause us to lose \$1M per year over the next ten years. Bristol Warren is a model for regionalization, and a good part of our funding source comes from that revenue stream.**

**Administration works from a plan, the Strategic Plan, which is aligned with RIDE and the Basic Education Plan that is to be enacted on July 1 and has the full force of the law. The centerpiece of all we do rests with student achievement.**

### **Strategic Plan Goals**

**Goal 1 Support and engage all students to reach increasingly higher levels of academic proficiency**

**--Increase Student Achievement**

**Goal 2 Engage teachers in meaningful collaboration and reflection on best practices in order to improve student achievement**

**Goal 3 Engage students in educational opportunities that complement their BW school experience**

**Goal 4 Expand parent and community involvement in our schools**

### **Celebrating Success in Academic Achievement**

**„X All District Schools High Performing ¡V Met AYP**

**„X Graduation Rate Increase of 12% in last two years ¡V no other high school in the State has achieved this; we provide the premier drop-out prevention program in the State**

**„X NECAP Student Proficiency Gains ¡V 2005-2009**

**„ï Reading 12%**

**„ï Math 10%**

**„ï Writing 2010 ¡V 30% - we placed third in the State behind East Greenwich and Classical**

## **Celebrating Success in Student Achievement**

**„İ MHHS Student Brooke Cotta İV Students on Ice Antarctica Expedition**

**„İ 9 Silver and Gold Key Scholastic Art and Writing Awards**

**„İ Intel International Science Fair Competition 2009-2010 İV First Place in State for Biotech Project**

**„İ MHHS Math Team 1st Place RI Math League Island Division**

**„İ MHHS Robotics Team İV 1st Place Regional Competition**

**„İ 12 All State Student Musicians İV MHHS**

**„İ 2 All New England Band Musicians- MHHS**

**„İ All State Cast MHHS İV RI Drama Festival**

**„İ Met Life Acting Scholarship to 2nd Story Theater İV 5 MHHS Actors**

**„İ 9 MHHS DECA Students İV Career Development State Champions**

**„İ MHHS Freshman Football Team Division II State Champions 2008, 2009**

**„İ MHHS Boys Lacrosse Division II State Champions 2009**

**„İ Gymnastics Team İV Division Champions**

**„İ 5 State Wrestling Crown Winners**

## **District and School-Based Achievements and Community Partnerships**

**„İ KMS partnership with RI Instructional Leadership Academy**

**„İ Partnerships with Bristol and Warren Substance Abuse Task Force to Provide Pro-active Education Programs**

**„İ MOSAICO Mentoring and Sense of Pride Programs**

**„İ Partnership with Kickemuit Education Foundation**

**„İ RWU Partnership**

**„İ Boat Building - IYRS**

### **Professional Achievements**

**„İ Sonya Whipp, Guiteras School İV 2006 RIASP Principal of the Year**

**„İ Tracey McGee, Colt Andrews School İV 2007 RIASP Principal of the Year**

**„İ Michael Carbone, KMS İV 2008 RIASP Principal of the Year**

**„İ Jaime Crowley, MHHS**

**- 2009 Milken Educator of the Year Award**

**- 2009 RIASP Assistant Principal of the Year**

**„İ 4 National Board Certified Teachers**

### **Instructional Highlights**

#### **SP Goal 1 İV Student Achievement**

**„İ Extended-day Programs İV Elementary, middle and high school**

**„İ Summer Academy İV Elementary, middle and high school**

**„İ Virtual High School**

**„İ District Partnership with Dana Center İV University of TX, Science Curriculum**

**„İ Laboratory Classroom Instruction, K-12**

#### **SP Goal #2 Teacher Engagement in Best Practice**

**„İ K İV 12 Job-embedded PD through Common Planning Time**

**„İ K İV 12 Professional Learning Communities**

**„İ Partnership with NE Consortium İV iWalk Project**

**„İ K İV 12 Laboratory Classroom Model**

**SP Goal # 3 İV Opportunities for Students to Extend their Learning  
Beyond the Classroom**

**„İ MYTURN**

**„İ Robotics**

**„İ Internships İV Bio Technology**

**„İ Service Learning**

**„İ Extended-day Enrichment Activities**

**KMS - New England League of Middle Schools Spotlight School**

**Hugh Cole Elementary School - Site-based model for East Bay  
Educational Collaborative for Math Intervention Program**

**BW Elementary Schools İV Lab Classroom Model Host to Districts  
Across and Beyond State**

**„İ Barrington Public Schools**

**„İ East Providence Public Schools**

**„İ Portsmouth Public Schools**

**„İ North Providence Public Schools**

**„İ South Kingstown Public Schools**

**„İ Fall River Public Schools**

**„İ Somerset Public School**

## **Without Enacted Efficiencies**

**FY 2011 Budget with Continuation of Services -- \$2,045,351.61 (3.86% increase over FY2010)**

## **Enacted Efficiencies**

- „İ District Administrative Streamlining 2010 - \$186,000 in savings**
- „İ Health Plan Redesign - \$321,000 in savings**
- „İ Dental Insurance Co-share İV 20%**
- „İ Increase in Health Plan Co-share İV 20%**
- „İ 5 year Reduction in Staff İV 11%**
- „İ Efficiencies of Scale and Model İV State-wide Partnerships (GHGRI, East Bay Collaborative Leverage)**
- „İ Contractual Agreements İV Common Planning Time**

## **Unfunded Mandates**

- „İ Out of district transportation for private, parochial and charter schools**
- „İ Texts for private and parochial students**
- „İ Step increases for teachers**
- „İ School nurse teacher certification**
- „İ Career and technical tuitions**
- „İ School reform initiatives**

## **Operational Expenses**

- „İ Salaries and benefits**

- „İ Health and Dental**
- „İ Pension contribution**
- „İ FICA**
- „İ Retiree Benefits**
- „İ Unemployment benefits**
- „İ Worker's Compensation**
- „İ Purchased Services (legal, auditor, physician)**
- „İ Utilities**
- „İ Transportation**
- „İ Liability Insurance**

#### **Non-Fixed Expenses for Consideration**

- „İ Salaries and benefits**
- „İ Health and Dental**
- „İ Pension contribution**
- „İ FICA**
- „İ Retiree Benefits**
- „İ Unemployment benefits**
- „İ Worker's Compensation**
- „İ Purchased Services (legal, auditor, physician)**
- „İ Utilities**
- „İ Transportation**
- „İ Liability Insurance**
- „İ Professional Development Days**
- „İ Programming Efficiencies**
- „İ Reading/ Math Specialists**

- „İ Teacher Assistants**
- „İ Secretarial Staff**
- „İ Substitutes**
- „İ Support Services**
- „İ Technology**
- „İ Texts**

**Budget Process İV Presented by Pauline Silva**

- „İ Identify Savings**
- „İ Assess Staffing Needs**
- „İ Salary Projections**
- „İ Benefit Projections**
- „İ Contracted Services Increases**
- „İ Other Increases**

**Request Summary İV Identify Savings**

- „İ Reorganization of Administration Office and Reduction of Administrative Salaries & Benefits**
  - \$140,000 salaries**
  - \$46,000 benefits**
- „İ Reduction in Technical Services to Investment Fund - \$99,212**
- „İ Reduction in Supplies to Investment Fund - \$169,558**
- „İ Reduction in Debt Service - \$6,802**

**Request Summary İV Identify Salary Increases**

**Savings Identified (\$461,572)**

**Salary Increases \$970,163**  
**„ Certified Staff \$ 790,728**  
**„ Non-Certified Staff \$ 143,917**  
**„ Administration \$ 35,518**

**Reduction in FTEs FY 07 to Present**

**Request Summary of Benefits**

**„ Benefit Increases \$245,929**  
**„ Health & Dental projected at 9% rate increase \$ 101,940**  
**(10.5% rate increase of co-share increased to 20%)**  
**„ FICA, Med Tax, Survivor Benefits, and Life Insurance Premium \$**  
**43,301**  
**„ Certified Retirement Contribution \$ 90,070**

**„İ Municipal Retirement Contribution \$ 10,618**

**Request Summary İV Health Plan Redesign**

**Increasing the co-pays employees pay to service providers reduced the health insurance premium by 4% in FY 2010**

**Request Summary İV Non-Discretionary Expenses**

**Contracted Services Increase \$137,658**

**„İ Transportation Contract \$ 84,569**

**„İ Utilities, Rubbish, etc. \$ 53,089**

**Out of District Tuitions Increase \$119,242**

**Request Summary İV Proposal**

**FY2011 Budget Request FY2011 Budget Request**

<b>without Enacted</b>	<b>with Enacted</b>
<b>Efficiencies</b>	<b>Efficiencies</b>

**Continuation of Services Continuation of Services**

**at FY10 Level**

**at FY10 Level**

**Increase of:**

**Increase of:**

**\$2,045,352 (3.86%)**

**\$1,011,420 (1.91%)**

**Request Summary iV Historical Budget Approvals**

**Request Summary iV Discretionary Expenses**

## **Program Improvements 0**

### **Asset Protection Plan 0**

**„İ No contribution to Capital Projects in FY 2011**

### **Impact of Revenue Reductions on FY 2011 Budget**

**„İ FY 2010 Proposed Supplemental Budget \$562,000 reduction**

**„İ 6% State Revenue Reduction**

**„İ Reduction of State Housing Aid**

**„İ Implementation of 4.5% Tax Levy Cap**

**„İ Looming Threat of Proposed Funding Formula \$9.1 Million  
(47% reduction)**

### **Revenue Projections FY 2011**

**Projected Decrease of State Aid -\$901,514**

**Projected Decrease of ARRA-SFSF -\$289,987**

**Projected Decrease of Housing Aid -\$200,000**

**Total reduction of State Revenue -\$1,391,501**

### **Funding History İV General Fund**

**(\$M)**

## **Revenue Projections**

**Senate Bill 3050 limits the increase in the tax levy for FY2011 to no more than 4.5% in excess of the amount levied for the prior fiscal year.**

**FY2010 Received \$30,378,941**

**FY2011 Allowed \$31,745,993**

**October 1, 2009 enrollments used for allocation to member towns**

**total request of \$31,745,993**

**Bristol 2,298 64% \$20,383,429**

**Warren 1,281 36% \$11,362,564**

**Total 3,579 100% \$31,745,993**

## **Audit Report**

### **Excellent Audit Reports**

**„İ No significant findings 5 continuous years**

**„İ Increased fund balance in accordance with School Committee Policy DBD \*To assure that the district has sufficient funding for the daily business operations for the district with regard to cash flow and for any unanticipated emergencies, this district will maintain an undesignated fund balance of 2% of approved budget for cash flow purposes and 2% for emergencies.**

## **Facilities**

### **Completed Projects FY2010**

**„İ Painting ¡V all schools**

**„İ Siding (Gables & Gutters) ¡V Rockwell**

**„İ New Carpet ¡V KMS & MHHS Libraries**

**„İ Sewer Injection System ¡V MHHS**

**„İ Security Cameras ¡V MHHS**

**„İ Heating & Lighting Upgrades ¡V MHHS**

**„İ Upgrade Boys¡ Locker Room ¡V MHHS**

## **Ongoing Projects**

**„İ Painting ĩV all schools**

**„İ Energy Efficient Windows ĩV HC/MVQ Pav, MHHS**

**„İ Energy Efficient Heating ĩV Guiteras, MHHS, KMS**

**„İ Upgrade Lighting ĩV Guiteras, KMS, CA, Rockwell**

**„İ Energy Efficient Hot Water Heaters ĩV Rockwell, Guiteras, MHHS, KMS**

## **Conclusion ĩV Melinda Thies**

**Budget Request : \$1,035,869 reduction in budget needed with full 4.5% increase in town contribution**

## **Impact of Statewide Funding Reductions**

**„İ Reduction in Program Offerings ĩV Art, Music, FACS, Tech. Ed., Foreign Language, Business**

**„İ Elimination of District-wide Student Support Programs ĩV Literacy, Mathematics**

**„İ Middle School Interscholastic Sports**

**„İ Reduction in High School Athletic Offerings**

**„İ Extended Day and Summer Programs ĩV Elementary, Middle Level**

**„İ Increased Class Size**

## **A Worthy Investment**

**Successful and Continuously Improving Educational Program**

# **Sound Fiscal Management with Innovations in Economies of Scale and Model**

## **RETURN ON YOUR INVESTMENT --**

### **The Educational Lives of the Children of Bristol and Warren**

#### **Public Comment / Questions**

**Lynn Wainwright asked how much the District spends on bussing and textbooks for private school students and where do we stand with getting the State to release us. Melinda and Pauline responded \$276,000 on bussing and \$20,000 on books; the Superintendent's Association has already brought this issue to the political arena; Bristol Warren is in the largest region.**

**Karen Lynch requested an update on certification for nurses; Melinda said it is in limbo right now.**

**Carol Anguilla asked if there will be any cuts in present programs at all. Bill O'Dell and Melinda explained the budget is first built replicating programs implemented to date; the maximum funding request by law (no more than 4.5% increase) requires cutting \$1M from that budget; if we receive level funding we will have to make \$2.4M in cuts.**

**Diana Campbell described an encounter she had today with a**

member of the Warren Town Council who said people living on a fixed income cannot afford an increase in taxes; Diana asked what he would do if 1000 parents said it would be OK to increase taxes a little to fund education; he responded he would have to think twice. Diana further argued that an educated task force will attract businesses that will pay taxes and relieve home owners.

Denise Arsenault respectfully asked the location of the Joint Finance Committee meeting be changed to Mt. Hope High School to provide more space for the public. Bill asked the Superintendent to write a letter to Mr. David Barboza informing him we had close to 50 people at this meeting and anticipate many more at Joint Finance and request a change in the venue. He stated that in the case of a meeting being held where there is insufficient space for the public, the declaration of a point of order in violation of the open meetings act would necessitate a move in the location of the meeting.

Diana Campbell reminded everyone that because we are a regional district, part of our budget goes toward debt service. Melinda mentioned that behind the dollars and cents are the faces of students; she would love to see them at Joint Finance; also, the Commissioner will be meeting with the Joint Finance Committee on March 25 at 5:00 PM; Melinda reiterated the need for parent and public support at the meeting. Karen Lynch suggested that not only parents show support, but grandparents as well; a \$2.4M cut will affect every child from kindergarten to grade 12.

**Steve Andrade said education is one of the most important line items on our budget; he asked, assuming the worst case scenario, what cuts will be made, what programs are first on the chopping block and what are the savings for each. Melinda referred back to slide 41 and she and Paul Silva explained that they do not identify specifics at this time; the Joint Finance Committee tends to tell the District which specific positions or items we should cut; the items on this list all help to make the District successful but are not mandated and are at risk; Administration and the Budget Subcommittee are looking at every possible area; streamlining positions, consolidating services, development of internal programs; without eliminating anything that goes directly to a child.**

**Bill O'Dell asked everyone present to attend Joint Finance and bring at least one more person with them.**

**At 8:05 PM Bill called a ten-minute break, before addressing the remaining business on the agenda.**

### **FY 2010 Budget Review**

**Pauline gave a report on the Capital Projects Fund; total spent on projects completed as of March 15 is \$462,022.46; balance of funds available is \$2,799,431.44. In response to the Committee George Simmons reported the \$1,265 spent on the press box was for**

electrical issues and general maintenance. The sewer injection pump is working fine; RISE is installing a monitor on it as a courtesy to the District, so George will receive a text message when something malfunctions.

### **Colt Site Work Fund Management**

Ten bids were received; JH Landscaping was considerably lower than the rest; George contacted JH's references who were very pleased with their work. The alternate is for the soft surface which George does not recommend because it is not maintenance friendly, expensive to patch and would not withstand shoveling in the winter; George asked for different options; the prep for the area would be the same for any surface chosen; there will not be enough money for the alternate. \$89,000 is available for all the Colt site work; \$3,000 is needed for the fence, the maintenance staff will do the striping of the parking area, and approximately \$85,000 is available for this work. The funds that the parents group raises will go toward playground equipment.

**MOTION:** Paul Brule motioned to forward to the full Committee a recommendation to award the bid for the Colt Site Work to JH Landscaping for the amount of \$54,500. Karen Lynch seconded. If the landscaper does not perform as contracted, we will pursue the bid bond. George will check if the contract includes penalties for not meeting a deadline. Work will begin over April vacation; George and

**Tracey McGee worked out the following plan for recess: 4th and 5th graders in front of Colt and K iV 3 students in front of Andrews where the bush border is. If the parents can purchase the playground equipment, George will ask JH to square off the area and not plant grass there. The motion to approved passed by a vote of 3 to 0.**

### **Mt. Hope High School Windows**

**George said they have been approved by the Maguire Group; Mancino is 99% there, there are a few wrinkles to work out.**

### **Mancino**

**George does not believe Mr. Mancino has begun the Guiteras Heating System project. All agreed that Mr. Mancino is slow to act and Bill asked the Superintendent to send him a letter explaining the Subcommittee's concerns and give him a deadline of two weeks to respond. Bill would like this on the next agenda.**

### **High School Field Project**

**George met with the Maguire Group and DEM. DEM is in favor of the plan. The baseball field was repositioned to face the parking lot so that all swales can be conducted naturally and no underground piping will be needed, saving \$1.2M; the plan includes a small underground pumping station to take some of the water to the west**

side of the parking lot. The A.D. had requested the ball field be positioned so that third base faces the sun at 5:00 PM; George did not inform her of the change because it was so slight.

### **Guiteras Heating System Repairs**

George got a company to test the glycol for free; there are excessive amounts of iron indicating deterioration; George feels that if we do not have any very cold weather, we will be OK. Paul Brule said it has to be fixed before the beginning of the next school year; Mancino needs a mechanical engineer for this project.

### **RISE Engineering iV Controls**

George said the project is very successful; RISE's response has been phenomenal; they have done more than they were contracted to do.

### **Mt. Hope Fuel Tank**

Paul Brule asked George to keep the Committee informed of the problem of water leaking into the oil tank; we do not need a massive clean up. George had suctioned out seven inches of water; it is monitored daily; the plan is to dig by hand to the two lines in question. Bill would like this on the next agenda.

## **Leak in Mt. Hope Hallway**

**Denise mentioned a leak in a hallway at Mt. Hope, needing a bucket to collect the water. George will look into this. Bill will put this on the next agenda.**

## **Adjournment**

**MOTION: At 8:45 PM Paul Brule motioned to adjourn. Karen Lynch seconded. The motion passed unanimously.**

**/ca**