

# **BUDGET / FACILITIES SUBCOMMITTEE MEETING**

## **MINUTES**

**Wednesday, January 23, 2013**

**Mt. Hope High School**

### **Present**

**Subcommittee: Susan Rancourt, Chair, John Bento, Marjorie McBride and Paul Silva**

**School Committee, Administration and Staff: Diana Campbell, John Saviano, Melinda Thies, Mario Andrade, Pauline Silva, and George Simmons**

**Guests: Eric Dickervitz, Tara McAuliffe, Tammy Moore and JoAnne Waite**

**Susan Rancourt, Chair, called the meeting to order at 6:39 PM.**

### **Approval of Minutes**

**Marj M. made a motion to approve the minutes for the December 17, 2012 meeting; Paul Silva seconded. The motion passed unanimously.**

## **Facilities Focus**

### **Rockwell PTO Playground Improvement Presentation**

**Tara McAuliffe introduced Tammy Moore and JoAnne Waite from Rockwell's PTO group and said with their hard work fundraising, they were able to obtain \$11,000. Their efforts have also helped keep wellness initiatives going by working toward sprucing up Rockwell's playground.**

**JoAnne W. highlighted the following aspects of the landscape architects plans:**

- Making the playground more accessible for reading and outside use by building benches around the trees. They are working with Steve St. Pierre, a police officer, who has obtained funding through Lowes, the police union and WalMart for this project.**
- The first phase of clean-up was completed in November**
- The second phase will include building benches with materials obtained at cost as well as through funding from Rockwell's own Wellness Committee; looking into types of bike racks that are ADA approved; thinning out the arborvitae**
- This project is self-sufficient for the next four years with enough funding to handle maintenance as well**
- Plans are to have improvements be movable not permanent to offer flexibility in the future if need be**
- \$4,000 of the \$11,000 will be spent now for purchases and**

improvements. The remaining balance will be earmarked for Wellness in general as well as maintenance. Pauline S. stated the Wellness Committee dollars are processed through her.

General response of the subcommittee was favorable. George S. would need to be involved to insure that all items purchased are ADA compliant. He will also review the final design plans once they are finished. George S. stated it is actually better to make these improvements permanent for safety and vandalism reasons. Susan R. asked whether they have worked with Safety to Schools, and the PTO has been in contact with Rhode Island's liaison for it. Melinda T. stated during the safety audit walk through last week, the police officer commended how private the Rockwell playground is with the arborvitae making them a good safety feature.

**MOTION:** Marj M. made a motion to approve moving forward with the Playground Improvement Plans pending George S. approval and oversight; Paul S. seconded. The motion passed unanimously.

(Tammy Moore left at 6:56 p.m.)

(JoAnne Waite left at 6:56 p.m.)

### **Security Protocols and Recommendations**

Melinda T. stated that a safety audit with Officer McNally, Bristol police officers and Chief Canario was completed of all schools. They were very pleased with what we have so far. George S. highlighted

those items that are being proposed to make our buildings even more secure. There was also discussion on how to utilize our current resources in working with these new protocols as well as accommodating the public with before and after school events. George S. would like to move forward with these recommendations as soon as possible. George S. stated they are still waiting on pricing for the whole project. A suggestion was made to submit safety plans to the Department of Education, but because Bristol Warren Regional School District is more advanced in the area of security, dollars would more likely be given to other schools that have more of a need. Paul S. asked if there were any grant dollars for this. Pauline S. said she will research.

**MOTION:** Marj M. made a motion to approve the drawing up of specifications for installation of security doors; Paul S. seconded. The motion passed unanimously.

**MOTION:** Marj M. made a motion to move \$40K from the General Fund's health insurance line to the safety equipment line to cover the card readers and card machine. Paul S. seconded. The motion passed unanimously.

(Tara McAuliffe left at 7:25 p.m.)

### **Security Technician Job Description**

Melinda T. stated that at the middle and high school levels, as a result

of the new evaluation system, there is an increased level of expectation for job performance of the certified staff elevating their job description a notch. In looking into how we allocate our human capital, ie. sitting outside bathrooms as a monitor, it is important that the main focus of our certified staff should be in serving and educating our students. However, we are also looking into different ways to insure security of our buildings internally and externally. As a result, Melinda T. presented a two-fold proposal for working smarter using technology currently installed by creating a new position which would be housed in the technology department, but reporting to the deans and administrative staff. These would be hourly rate positions, perhaps three hour schedules primarily during lunch hours in the middle of the day. Melinda T. is proposing six positions throughout our secondary schools. Their main responsibility would be to observe and report for the purpose of security by using surveillance equipment as well as moving around the building. The creation of these positions would then free up teachers for their primary role as educators of the children. Pauline S. stated there are funds available for these positions in the salary lines.

**MOTION:** Marj M. made a motion to approve posting of a Security Technician job; Paul S. seconded. The motion passed unanimously.

At this point, it was then realized that two of the above motions needed to state that the Budget Subcommittee was recommending to the school committee to approve these action items.

**AMENDED MOTION:** Marj M. made a motion that the Budget Subcommittee recommend to the School Committee moving \$40K from the General Fund's health insurance line to the safety equipment line to cover the card readers and card machine. Paul S. seconded. The motion passed unanimously.

**AMENDED MOTION:** Marj M. made a motion that the Budget Subcommittee recommend to the School Committee to approve posting of a Security Technician Job.

**(Eric Dickervitz left at 7:39 p.m.)**

**(George Simmons left at 7:40 p.m.)**

**(John Bento left at 7:40 p.m.)**

**(John Bento returned at 7:42 p.m.)**

## **Budget Focus**

### **Budget Update – FY2013**

#### **General Fund**

**All certified and non-certified employees have now been migrated to the current health insurance.**

#### **Capital Projects**

**The district's expenses for the removal of asbestos from Hugh Cole School are approximately \$275,000. There was \$97,000 spent to date**

for Mt. Hope High School's Structural Settlement Project. The district made its' loan payment of approximately \$79,000 to the Town of Bristol. Remaining balance for Capital Projects is \$3.35 million. Pauline S. is going to contact Joe DaSilva from RIDE who is in charge of housing aid to see if money left over from the original \$30,000 allocated for the fire doors at Kickemuit Middle School can be used for the security doors.

### **Budget Process – FY2014**

Melinda T. gave a brief history starting in 2011 in narrative form by way of reminder for the thought process behind the budget process which led the district up to FY2014. It was designed to be a five year protection plan looking to see better ways to reallocate dollars without impacting student programs by looking into a redesign of the organization. Melinda T. then discussed the proposed plans for moving forward with FY2014 budget process in detail. Melinda said that FY 2014 will definitely be a building year.

Pauline S. stated that even with a 0.56% reduction in our request, we have the leanest, meanest budget ever.

### **Next Meeting**

**Wednesday, February 20, 2013**

### **Adjournment**

**MOTION:** Marj M. motioned to adjourn the meeting at 8:53 PM; Paul

**S. seconded. The motion passed unanimously.**

**/kd**