

Ad Hoc Committee for Inter-district Education Cost Sharing
Programming Sub-Committee
Special Meeting

November 8, 2021

7PM

Call to Order: Chairman Bisson called the Special Meeting to order at 7:02PM.

Roll Call: Rose Bisson, Kathy Donahue, Wendy Sears, Juan Arriola, Angela Maschka, Brynn Lipstreu(7:17PM)

General Discussion

Wendy Sears distributed spreadsheets for Scotland Elementary School's facility capacities and employee salaries and wages for FY 2021-2022. After discussion regarding the wide range of salaries, and the initial suggestion of using the higher rates for the estimates, Kathy Donahue suggested using the median salary as an estimate of the costs for the various positions. Chairman Bisson cautioned against the use of identifying information, preferring to use pay scale steps rather than staff member names, so as not to alarm current staff with the possibility of eliminated positions. There was discussion on labeling the positions as classroom, special education, and specials teachers, as opposed to total instructional staff with full-time equivalencies. Juan Arriola noted that some of the non-classroom teachers are part-time. All agreed that staff retention is not the purview of this committee, but rather the decision of administrators and the boards of education. Health insurance will also have to be researched in terms of current plans and premium shares for each of the schools.

Wendy Sears suggested that the schools' budgets be used as a model for recording the costs, with new estimates for the combined model applied and a separate page for facility costs for each school. Kathy Donahue noted that curricular materials, such as text books, could be based on the number of enrolled students.

There was also discussion regarding paraprofessionals. Wendy Sears reported that Scotland employs both special and regular education paraprofessionals, and that six of the eleven of the school's paraprofessionals provide one-on-one instruction. Chairman Bisson reported that Hampton Elementary School has no paraprofessional contracts, only pay scales. It was confirmed that both schools' paraprofessionals are eligible for insurance.

Brynn Lipstreu said she will distribute the new administrative contracts for Scotland to the committee. Chairman Bisson suggested that the new school would probably require a twelve month principal and superintendent, at least for the initial years. Wendy Sears reported that Scotland's superintendent suggested that the position could stay at the current .4 unless other responsibilities were added, instead of the increase to .8 discussed at the last meeting. Scotland's superintendent also suggested that other similar districts be researched in terms of time required for a superintendent, and that the special education director's time could be increased at a lesser cost than that of the superintendent. Based on this information, it was agreed to include a .5 Superintendent and a .6 Special Education Director.

For the next meeting, Chairman Bisson will gather and distribute the information on Hampton Elementary School's staff and direct the Superintendent to gather the facility information for Hampton Elementary School. Kathy Donahue and Wendy Sears will determine the median salaries for the staff estimates.

Brynn Lipstreu announced that this was her last meeting, as she did not seek re-election to the Scotland Board of Education, and that member Cassidy Martin, who will be provided with the information to date, will take her place. Due to the fact that the November 17 sub-committee meeting conflicts with Hampton Elementary School's Board of Education meeting, the sub-committee will reconvene at the regular meeting of December 1.

Wendy Sears made three corrections to the October 25 Minutes: the amount of time that students spend receiving instruction in health is a *recommendation* of the State Department of education, not a *requirement*; Speech and Language, Occupational and Physical Therapists are *contracted* services at Scotland Elementary School, and while Hampton employs a “*Business* Coordinator”, Scotland employs a “*Finance* Coordinator”. It was noted that the difference between these positions would need to be defined.

Audience for Citizens: none.

There being no further business, the special meeting adjourned at 8:06.

Respectfully submitted,

Dayna McDermott Arriola

<https://transcripts.gotomeeting.com/#/s/3ce959a38cf468347783c6257f513bce24d1911c43c1c66222c13f438f5fd93e>