Board Committee: Finance

Date: November 17, 2008

Committee Members Present: Betty Hoadley, Megan DeVorsey, Bill Glahn, Chris Casko

Other Board Members Present: Kass Ardinger, Martin Honigberg, Jennifer Patterson, Laura Bonk

Members-Elect Present: Eric Williams, Jack Dunn

Administration: Michele Croteau

Steve Mello, Gene Connolly, and George Rogers were in attendance to provide information and respond to questions regarding the new co-curricular positions requested at the middle and high schools as well as the new clubs requested at the middle school.

RMS

Mr. Mello distributed information supporting his request for the following new positions, which would be funded by the elimination of vacant co-curricular positions.

New positions requested:
- RMS Intramural Volleyball $673
- RMS Wrestling $1,049
- RMS Girls Track (Assistant) $1,049
- RMS Boys Track (Assistant) $1,049
- RMS Intramural Weight Training $525 (split)
- RMS Intramural Weight Training $525 stipend

Total $4,870

Positions to be eliminated:
- RMS Girls Soccer (7 & 8) $2,098
- RMS Spirit Advisor (7 & 8 Soccer) $1,049
- RMS Spirit Advisor (7 & 8 Soccer) $1,049
- RMS Intramural Tennis $1,049
- RMS Intramural Floor Hockey $1,049
- RMS Spirit Advisor (7 & 8 Basketball) $1,049

Total $7,343

There was much discussion regarding the request. Steve made the following clarifications:
• There will be only one Spirit Advisor position.
• With the six positions being eliminated, he is not taking away any programs that have been in demand. These positions have either not been able to be filled or have not needed to be filled.
• Programs at the middle school will continue as “no cut” programs.
• There is a decreased need for spirit positions. Additionally, there are two independent groups in the area, the Capitals and the Vipers, which are eager to take individuals into their programs for cheering. Scholarships are available from these groups for students interested in participating but unable to financially.
• Wrestling was discussed as a program that provides much-needed structure and connection to school for students who might not otherwise be engaged in school. There is much coordination of the wrestling program between the middle school and the high school.
• Most RMS coaches are also teachers. The committee discussed the benefits of this connection with students.

It was noted that there appeared to be an error on the report with the group listed for either the Boys or the Girls RMS Track Head Coach position. Both are listed as a 6% stipend, but the Boys is listed as group 11 while the Girls position is listed as group 14.

Ms. DeVorsey moved and Mr. Glahn seconded to recommend to the Board approval of the six new positions requested. All were in favor, motion passed.

George Rogers provided an overview of the request for two new clubs.

New Clubs Requested:
- The Apple – a literary magazine Advisor Stipend $874
- RDC – dance club $874

Clubs which are no longer active:
- RMS Chess Club $874
- RMS Computer Club $1,399

Additional information was shared regarding the requested clubs. The Apple meets once per week all school year. Articles are submitted anonymously. He expects approximately 20 students to participate. The RDC dance club will be run by two Instructional Aides who have experience in dance instruction. This is intended to be an additional athletic outlet for students. No flips or acrobatics will be allowed to be incorporated into the dance activities. Michele Croteau spoke to the concerns raised regarding insurance coverage for this activity. Representatives from Primex, the Districts insurance carrier, indicated that if this is a Board sanctioned activity it would be covered by the District’s general liability policy. The coverage is for the District in the event that an injury occurs as a result of negligence on the part of the District. This does not provide medical or accidental coverage for the participants.
Ms. DeVorsey moved and Mr. Casko seconded to recommend to the Board approval of two new middle school clubs, the Apple literary magazine and the RDC dance club, both with stipends equal $874. All were in favor and the motion passed.

HS
The following new positions were requested (these positions in lacrosse already exist, but they were inadvertently omitted sometime in the past):

(A)  
- Freshman Boys Lacrosse  $2,098  
- Varsity Girls Lacrosse  $4,546  
- JV Girls Lacrosse  $2,623  
- Freshman Girls Lacrosse  $2,098  
Total  $13,365

(B)  
- Supplemental Assistant Alpine Ski Coach  Estimated cost $1,399  
- Supplemental Assistant X-C Ski Coach  $1,399  
- Supplemental Boys Spring Track Coach  $1,399  
- Supplemental Wrestling Coach  $1,399  
Total  $5,596

Positions which will be eliminated:

- Boys Intramural Basketball  $1,749  
- Boys X-C Skiing  $3,322  
- Girls Alpine Skiing  $4,546  
- Girls Intramural Basketball  $1,749  
- Girls X-C Skiing  $3,322  
- Intramural Golf  $1,049  
- Spirit Advisor (Basketball)  $1,049  
Total  $16,786

Four new positions were proposed as a new classification of “Supplemental” coach to be paid at a rate of 4%. According to Mr. Mello, these positions would “be used to support programs that have a high participation or other extenuating circumstances that require a supplemental assistant.” As an example, alpine ski traditionally has had one coach for approximately 20 participants. The supplemental coach will attend only when participants are actually skiing and will not be responsible for prep time or other tasks.

To provide more clarity, it was requested that position titles be changed to Alpine, X-C and Ski Jumping and indicated as Co-Ed. Additionally, it was requested that position names be standardized so reports will sort properly, i.e. divide Lacrosse into Boys and Girls positions, define CHS Hockey as Boys, and define Varsity and JV Girls Lacrosse.
The Committee requested that job descriptions be developed to clearly identify the job responsibilities of a first-level assistant coach versus the job responsibilities of a supplemental coach. Additionally, the Committee discussed the practice of volunteer coaches receiving payment for their service from other groups. It was requested that a policy be developed to address this practice.

Ms. DeVorsey moved and Mr. Glahn seconded to recommend to the Board approval of the request for the four Lacrosse coaching positions at the high school as proposed, for an expenditure up to $10,941. All were in favor, motion passed.

Ms. DeVorsey moved and Mr. Casko seconded to recommend to the Board approval of the request for four new supplemental coaching positions at the high school as proposed, each with stipends of $1,399. All were in favor, motion passed.

Ms. Bonk left the meeting at 6:50 p.m.

Ms. Croteau distributed financial reports showing expenditures through October 31, 2008. The documents were briefly reviewed and Committee members were encouraged to contact Ms. Croteau with any questions or comments. She noted that although the District is in the fourth month of the new fiscal year, it is only two months into the new school year. Therefore, the projection of funds available at year-end is a very preliminary one. There are some accounts, such as teacher wages, for which contracts are encumbered at the beginning of the year. In those situations a fair projection of year-end balances can be made now. Other accounts, such as supplies, are encumbered and expensed as needed throughout the year and are more difficult to project year-end balances. The current conservative estimate is $677,400 in unexpended funds will remain at year-end. This is primarily comprised of savings in teacher wages due to staff turnover and anticipated savings in health insurance. Committee members were directed to the Financial Statement Narrative for additional information regarding the District’s current financial position.

Ms. DeVorsey moved; Mr. Casko seconded to adjourn the meeting; all in favor.

The meeting adjourned 7:08 p.m.

Michele Croteau, Recorder