



for oil and will be obtaining proposals from other oil companies. The committee agreed this is a good idea.

M. Kortmann asked where the snow removal costs were on the management report. G. Blackstone answered snow removal figures were not yet on the management report. He said he will speak about the snow removal costs later in the meeting. G. Blackstone stated that the management report and budget figures were flat from last month.

M. Kortmann asked if G. Blackstone has received the special education check from February. G. Blackstone answered he has not received the February check as yet. He will let M. Kortmann know as soon as the check arrives.

M. Kortmann asked to review the grant report. G. Blackstone stated the grant 7105, the ARRA money, is large. He said at one time the committee discussed funding part of the reading specialist out of the 7105 grant. G. Blackstone stated he doesn't think Ms. Trinks will need the money for the reading specialist. G. Blackstone stated we need to find things that can be paid for out of this grant money and he will work with Ms. Trinks. M. Malcolm asked how the reading specialist will be paid. Dr. Bernard stated it will come from the regular fund. G. Blackstone stated that this grant money needs to be spent before the end of August when the ED01 needs to be filed.

M. Kortmann asked about grant 7106, and 7115. G. Blackstone stated that those grants monies should be spent. He said the state was late in awarding Title I and Title II money this year and that delayed everything including carry over. M. Kortmann asked why grant 7191 was negative. G. Blackstone answered it was because the money for that grant needs to be spent and then reimbursed, and that it should zero itself out.

G. Blackstone reviewed the Expenditure Report graph. He asked if the changes were what M. Kortmann wanted. M. Kortmann said no. She said she wants the expended plus the estimated to the end of year on the same bar, but with different colors. G. Blackstone stated he will make the change.

M. Kortmann asked to review the oil graph. G. Blackstone stated he used the straight degree forecast. M. Malcolm asked if the estimate for 98,000 gallons included topping off the tanks. G. Blackstone answered no. M. Malcolm asked G. Blackstone if he had an estimate on topping off the tanks. G. Blackstone estimates it will be an additional 6,000 gallons. M. Malcolm stated this is good and it falls within the budget projection. Dr. Bernard stated this was close to the 105,000 gallons estimated in the budget.

## **B. Food Services**

G. Blackstone stated that food services had another down month. He spoke with Ms. Pratt who told him that the down month was due to absenteeism. M. Malcolm asked if this was student or staff absenteeism. G. Blackstone answered it was staff. G. Blackstone stated that Ms. Pratt had to bring in staff to cover for the week that school was reinstated. J. Beausoleil stated that there were fewer students during that week as well.

J. Beausoleil heard that the food quality was going down. She wondered if the substitutes were making the easier and less tasteful foods. Dr. Bernard stated she will get a close look at food services as she will be subbing in the high school cafeteria tomorrow. J. Beausoleil heard that when the point of sales people are being trained, it causes long lines and some students leave the lunch line because it is taking too much time. Dr. Bernard stated she will have the opportunity to look at this issue tomorrow.

G. Blackstone stated that Ms. Pratt expects food service figures to be better in March. G. Blackstone stated he looked on the Internet to see if there was a typical cash model to use. He could not find anything on line. He stated he will keep looking.

M. Malcolm said he would like to find out if we were getting bang for our buck out of the food and nutrition program with 10 cents off of every lunch. Dr. Bernard stated in the beginning there were two pages of authorized foods, but now it is several pages, so she believes that the program is worthwhile.

### **C. Excess Costs Report**

G. Blackstone reviewed a new Excess Cost report. He stated the excess cost was reduced from \$409,000 to \$375,000. Dr. Bernard suggested limiting the money spent on special education because she has just authorized some new staff. M. Kortmann stated that we are not sure how much we are getting back and we don't know what percentage, 70 or 85, will be used. G. Blackstone stated he will call tomorrow to find out the percentage.

### **III. Transfers – Proposed**

G. Blackstone reviewed his proposed transfers. He stated he didn't want to take the entire excess money in Health Insurance. M. Kortmann stated she did not have a problem with the transfer. She stated that this will need to be presented at the next Board of Education meeting. M. Malcolm thought the snow removal costs and the excess Health Insurance monies were so close that they would be a wash. He asked where the additional money from snow removal was going to come from. G. Blackstone answered there was \$100,000 in non certified salaries. M. Kortmann stated there may be \$350,000 from special education. M. Malcolm asked why snow removal was not on the transfer proposal. G. Blackstone answered that he wanted to talk about it first. J. Beausoleil asked if the transportation figures included the change to bussing on snow days. G. Blackstone answered no. M. Malcolm stated that the change should be a wash dollar wise. J. Beausoleil said not if we didn't budget for it. M. Malcolm stated that Windham Tech has 180 school days and that's what was budgeted for. J. Beausoleil stated that the transportation budget was based on past years and not actual school days. Dr. Bernard stated that the bussing for out of town high schools is part of the M&J contract. The question is if it is based on previous experience or on actual school days. Dr. Bernard said that if they were to call the owner of M&J, he would not have that detailed out. J. Beausoleil stated she was fine with the transfers as long as they did not include the changes to transportation. G. Blackstone stated he did not budget out the additional busses.

M. Kortmann asked if the committee would like to talk about the snow removal costs before finishing the transfer discussion. The committee agreed.

#### **IV. Roof Snow Removal Costs**

G. Blackstone stated snow removal costs so far are \$334,000 with a negotiated discount we are at \$311,000 and he does not expect that to change. G. Blackstone stated that the Civil engineer costs are \$7,600 so far. He has not received a bill for the inspection fee. For the work done beyond the initial inspection work, G. Blackstone estimates another \$30,000. M. Malcolm asked if the inspector was still on the premises. Dr. Bernard answered yes. She said the administration asked for an estimate for the second phase of the project. M. Malcolm asked if the estimated \$30,000 includes the work the inspector is doing now. G. Blackstone answered no, the estimated \$30,000 was for work that was done, but not billed as yet. G. Blackstone stated there is also another \$7,500 in welding charges from Windham Industries. He estimates the total cost of roof snow removal to be at least \$360,000.

M. Malcolm suggested the committee include the known \$311,000 snow removal costs with the transfers proposed now. Dr. Bernard stated that we don't have the excess cost check in yet. J. Beausoleil stated she disagrees with including the \$311,000 in the transfers now. M. Malcolm asked J. Beausoleil what she would like to do. J. Beausoleil stated she will like to make the transfers proposed earlier. She stated that the \$311,000 figure was too large to consider when the excess cost check is unknown, and the snow removal final figures are unknown. J. Beausoleil stated that if the excess cost money does not come in as expected, the committee would need to do the transfers all over again. M. Malcolm asked if J. Beausoleil would like to wait and do the transfers for snow removal at the next fiscal meeting. J. Beausoleil answered yes or at least discuss where the snow removal money will be transferred from. She stated that we can agree to disagree but she will vote no if it is proposed. M. Malcolm stated that he proposed transferring the \$311,000 because it was a known figure.

M. Kortmann suggested taking another \$150,000 or \$111,000 out of health insurance and into contracted services to cover part of the snow removal costs. Dr. Bernard asked what the advantage to a partial transfer was. M. Kortmann answered it would show where the money was coming from. She also stated it would not stop us from paying the snow bills if we did not decide today what budget line item snow removal was going to come from. M. Malcolm stated the total excess cost overage is \$560,000 and he feels comfortable that the \$311,000 can be transferred. M. Kortmann stated the \$560,000 assumes 85 percent and we don't know what the actual percentage is yet.

M. Malcolm asked if we were in critical spending now because of the uncertainty of the excess costs check. J. Beausoleil stated she was comfortable with the transfers as proposed. She stated that if the \$311,000 was added to the transfers, she would vote against it, but it would pass because two out of the three agree. M. Malcolm stated he would prefer not to do a partial transfer. M. Kortmann asked for a motion to vote.

**MOTION: To adjourn**

**By: J. Beausoleil**

**Not seconded. Motion denied.**

**MOTION: Authorize Budget Transfers as of February 28, 2011 in the amount of 154,000.00.**

**By: J. Beausoleil**

**Seconded: M. Malcolm**

**Result: Motion passes unanimously.**

M. Malcolm asked to confirm that the committee would now bring the transfers to the Board of Education. J. Beausoleil confirmed yes.

## **V. Adjournment**

**The meeting was adjourned at 6:48 p.m.**

Respectfully submitted,

---

Terri Lessard, Subcommittee Clerk

Approved: April 14, 2011