

TOWN OF EAST KINGSTON
SCHOOL BOARD MEETING
WORK SESSION

DATE: 12-11-03
TIME: 6:05 - 8:25 PM
PLACE: E. Kingston Elementary School

Present: R. Poelaert, School Board Chair
R. Caron, School Board
D. Miller, School Board
J. Eaves, Principal
J. Frew, Assist. Superintendent

Visitors: None.

CALL TO ORDER

Meeting called to order at 6:05 PM by R. Poelaert. Purpose of this work session was to discuss the budget and attend to outstanding budget issues from the meeting of 12/1/03.

1. F-Y-I: J. Eaves has spoken to P. Fennell, who will be ready to return to work after the first of the year. Proposed that he return part-time for as long as he feels it is necessary, and his replacement will be kept on to assist in this until P. Fennell is ready to return full-time. Board in agreement with this plan.
2. 2318-321 Legal Services. Proposed budget for 2004-05 \$3,000.00. Discussed costs that will be involved in negotiations of teachers' contract in F-Y, and the hiring of a professional negotiator.

To add \$1500.00 to this line (total \$4500.00).

3. 2310-110 School District Officers Salaries. Discussion regards whether Board wishes to consider giving this money back to the school. Acknowledged that this is happening in some instances now. No change made to this figure and Board Members will handle this on an individual basis.
4. 2620-430 Repair and Maintenance. Proposed budget for 2004-05 was \$8000.00. Discussion regards proposal from D. Wendell. Noted that there are some items in the proposal that may be negotiated but that overall proposal would be helpful and cost-effective.

To increase this line by \$4,000.00 (\$12,000.00 total).

5. 2630-424 Mowing Services. Proposed budget for 2005-05 \$400.00. Discussed need to increase this line since this will not cover the cost of mowing all fields.

Recommended increasing this line by \$1600.00 (\$2,000.00 total).

5. Sabbatical request from L. Conlan.
Much discussion regards request, re benefit to the school, students, etc. Potential for staff education as outlined in request recognized. Overall consensus that although program could be helpful, at this time cost has to be a major consideration. History of sabbatical requests in EKES and also how the SAU handles this issue reviewed. Guidance from J. Eaves and J. Frew requested as regards merits of sabbatical.

Motion by R. Caron, seconded by R. Poelaert not to approve the request for sabbatical leave from L. Conlan, this year.

Discussion: Further discussion ensued regards merits, costs, etc. D. Miller felt that he must rely on the input from J. Frew and J. Eaves regards the impact that this sabbatical could have on the education process at EKES. Also, spoke to the issue of staff morale and support as regards the issue of encouraging staff to pursue further education. Both R. Caron and R. Poelaert felt that the Board is very "teacher friendly," but they both are of the opinion there are other items that the Board would better spend the dollars on at this time, such as literacy teacher, as discussed by J. Eaves.

Motion called. R. Caron, R. Poelaert in favor of the motion to deny the request. D. Miller opposed.

Motion carried.

Further discussion ensued regards consideration for other means of staff development, i.e. seminars, teleconferences that would benefit the entire staff in a more cost effective manner. This issue will be explored further in the coming year.

6. 1100-641 Books and Other Print Media. Proposed 2004-05 \$3,289.00. J. Eaves discussed benefits/concept of a multi-copy library.

Recommend to increase this line by \$4711.00. (\$8,000.00 total).

7. 2225-734 Computer and Commun. Netw.Equip. Proposed 2004-05 \$6200.00.

Need to upgrade computers discussed. Recommend to increase this line by \$5,800.00 (\$12,000.00 total).

8. Literacy Specialist. (No line - not in proposed 2004-05 budget). J. Eaves explained the importance of a literacy specialist. Teacher would work 15 hrs/week in this capacity.

Recommend adding \$15,360.00 to section 2210 - to fund the position of literacy specialist.

9. 2725-519 Field Trips. Proposed budget 2004-05 \$1.00. J. Eaves asked that this line be increased to allow each class one field trip during the year (\$150.00 each).

Recommend increasing line by \$1649.00. (\$1650.00 total).

10. 1410-800 Student Body Activities. Proposed 2004-05 Budget \$5200.00. J. Eaves asked that this line be increased for the purpose of funding an Artist in Residence Program.

Recommend increasing line by \$2500.00. (\$7700.00 total).

11. Principal's compensation package. J. Eaves has suggested he opt out of medical insurance coverage and that an annuity be funded for him (\$8500.00). He wishes to continue to receive dental

Motion by R. Miller, seconded by R. Poelaert, with all in favor to accept J. Eaves suggestion regards funding an annuity, as well as approve a 4% increase in his salary for 2004-05.

Motion carried.

12. R. Caron reviewed the quote from Alternate Sales for the outside freezer for the kitchen, for a cost of \$7,392.00. The need to place a deposit for this equipment, fact that it cannot be installed until spring - since a concrete slab will be needed, was included in the discussion. R. Caron will contact Alternate Sales for info regards the amount of deposit that will be needed to lock in cost. Projected earnings from the food service will be reviewed and discussed with the cafeteria manager to assure that funds will be available to cover the cost of this freezer.
13. The issue of security system is still being evaluated and a final decision has not been made in this regard.
14. R. Caron has been in contact with the State regards food storage issues and utilization of the kitchen facilities by outside groups, bonding matters, keeping FDA supplied foods under lock and key, and need/no need to have the kitchen manger present while others are using the facilities. R. Caron will be drafting a policy for presentation to the Board on this matter. D. Miller, Board Rep to the SAU Policy Committee will forward any appropriate information to the SAU.
15. Adjournment: Motion by D. Miller, seconded by R. Caron to adjourn at 8:25 PM. All in favor.

Motion carried.

Respectfully submitted,

Tommie Levesque
Secretary

CHANGES TO BUDGET (total does not include Principal's Compensation).

LINE		Increase
2318-321	Legal Services	\$ 1500.00
2620-430	Rep & Maint.	\$ 4000.00
1100-641	Books etc.	\$ 4711.00
2630-424	Mowing	\$ 1600.00
2225-734	Computers/Ntwk.	\$ 5800.00
2210	Impvt. of Inst. Ser.	\$15360.00
2725-519	Field Trips	\$ 1649.00
1410-800	Student Body Act.	\$ 2500.00
	TOTAL	\$37120.00