

AOS Meeting Notes
9-8-08

Present: Mark Marston, Bill Hamlin, Greg Stanley, Jen Olsen, Gary Morin, Wally Paul, Tom Malcolm, George Stanley, Sara Alberts, Bob Kautz, Jake Clockedile
Absent Phill Perkins Alternate

Meeting Outcomes

To move the following services to the AOS level:

- a. fiscal agent for the towns to the AOS level
- b. Facility operations to the AOS level
- c. To move school nutrition to the AOS level
- d. To move the management of Debt Service to the AOS level
- e. To move Instructional technology to the AOS level.
- f. To move Community service to the AOS level

Items to not loose track of:

- a. Are there any new start up activities
- b. If you are sharing teachers write specifically how this will occur
- c. If you are sharing transportation write how this will occur

Meeting notes

1. Shared Services:

- a. **HO #1** What do you want in the AOS level
 - i. i.e. Transportation supervision in all the communities
 1. roles and responsibilities can be 1 or more people w/ other tasks
 2. The cost may be at the local level i.e. cost of Contract is Millinocket's, but the management would be at the AOS level.
 - ii. Additional Core Functions: Each of the 5 AOS's to date is different, MDI is the only one presently approved.
 1. The more financial mgt at the AOS level the more efficient it is. It can reduce the costs for extra audits and additional people. This is where the savings can be realized.
 2. Sp Ed subsidy comes as a single block of \$. The RPC plans how to divide the funds up by a formula based on this year's info. BUT at the AOS level, if you have an additional new high cost that moves to Medway from East where the \$ was originally budgeted the money moves with the child. In the old way the money stays with the other district, and you may need to cut services in regular ed. to support special Ed. Or find another way to fund the expense. .
 3. You have to supervise Technology at the AOS level: it's part of system admin.
 - a. Direct technology and Tech instruction, oversight of the equipment. Differs from an integration specialist

who works w/ teachers in a classroom. Someone administering the Tech program. It does not necessarily mean a Tech director. Now look at Tech in instruction level where do you want this.

- b. HO #2. Questions you need to answer
 - i. Positions and functions
 - ii. How the costs will be determined
 - iii. Are there unique features, and differences in programs i.e. foreign Lang in 1 school and not at the other
 - iv. **ARE there any new start up activities**
 - 1. Legal fees
 - 2. EIN Employee Id number, Fed Id # for Title 1 funds, ID # for e-rate reimbursement, 218 Social security plan.
 - v. Debt service: Debt will remain with the community. Do you want the AOS level to cut the checks on behalf of the local district or possibly hire someone outside the AOS level to do this?
 - vi. Gifted/Special Ed when we receive subsidy, it could be divided in the following manner. i.e. Based on the number GT students
- c. State Checks will come in as 1 from the DOE
 - i. Create a sheet with debt for each community
- d. SHARED SERVICES
 - i. Need to state positions that will continue to be shared as well as how the costs will be shared.
 - 1. How will they be managed and which principal is responsible for evaluations.
 - ii. CO services separated out
 - iii. Oversight of grants allocated to a teacher: an office will receive the \$ and then allocate it.
 - iv. AOS board funding Questions
 - 1. SP Ed: If 1 district has many moving in over another district. Should the other communities pick this funding up is this fair?
 - a. Easier to take care of if its all at one level
 - b. 1 set of programs across all communities located wherever. Where it's located does not matter.
 - c. BUT if you have little Sp Ed costs 1 year you may be paying more in that year. It's like an insurance policy. Some years you may benefit other years you may not.
 - d. Consider what we can do together:

OUTCOME

- 2. Fiscal agent for Towns
 - a. **Motion to move the fiscal agent for the towns to the AOS level**
 - i. Wally motion
 - ii. Jen 2nd

- b. Discussion: All financial people go to the CO. SO have the fiscal agent be 1 unit. Single AP and Payroll as if it is a single unit. The money is managed at this level not the local town level. AOS board approves the warrants and pays the bill. The Towns are assessed their cost. Rather than run 3 separate accounts you run 1. This can streamline the process. OTHER: EM check for their services.
 - i. Approved Supt Finance comm. Signs warrant, goes to Municipal towns approved by towns and deliver back to CO
 - ii. AOS approves the warrant and it goes to the employees
 - c. **Vote 8 yes 0 no**
- 3. Move Special Ed and Gifted to the AOS level
 - a. Motion
 - i. Wally
 - ii. Tom
 - b. Discussion: what if 1 town had the bulk of the students. Are we sharing it equally or dividing it up by %age. Don't favor moving this now perhaps we need to provide language to do this later. All some of this will do is shift the costs. Perhaps we need to look at cost shifting and how would you address it. Finance level to consider. Is there any cost savings. Concerns about assuming more costs. Need to fully think out the areas to share. Look at bringing it up at a later point in time after discussion.
 - c. Vote 0 yes 8 **opposed**
- 4. Transportation operation
 - a. Motion leave transportation operations at the local level
 - i. Greg S
 - ii. Bill H
 - b. Discussion: Need to put in language to define what we are doing. Can develop a side collaborative agreement. If Trans stays as is, you need to write out what this is and what you want to bring forward. How can we share busses more? Leave the service at the local level and work out sharing side agreements
 - c. Vote 8 yes -0
- 5. Facility
 - a. **Motion to move Facility operations to the AOS level**
 - i. Tom
 - ii. Wally
 - b. Discussion: Schools will begin to be tied into this. Safety audit and Emergency Management. Facility maintenance to keep costs down: insulation audits boiler reviews, light bills etc. how can we keep costs of facilities down? Share in orders. Common bid on a project. All decisions go back to the local board. If you have 1 person that really stands out, gets us grants etc. then it's worth it.
 - c. Vote **6 yes 1** no Greg 1 abstain George

5. School nutrition

- a. To move school nutrition to the AOS level
 - iii. Gary
 - iv. Tom
- b. Discussion: unknown if this comes as 1 check vs. 2. Sharing includes free reduced funds,
- c. Vote 8 yes -0
- 6. Debt Service
 - a. To move the management of Debt Service to the AOS level
 - i. Tom
 - ii. Bill
 - b. Discussion: as long as its not shared
 - c. Vote 8 yes-0
- 7. Instructional technology
- 8. Motion to move Instructional technology to the AOS level.
 - a. to AOS level
 - i. Wally
 - ii. Gary
 - b. Discussion Need a technology person to over see the needs. Purchases. We have teachers working on this
 - i. Vote 6 yes 1 no Greg 1 abstention George
- 9. Community service
- 10. Motion To move Community service to the AOS level
 - i. Gary
 - ii. Bill
 - b. Discussion Community service activities includes recreation, libraries. Etc. We do not have this at this time. This has merit but it's not defined. Activities for kids established by an agency other than schools i.e. non public school activities. IT is something to develop but
 - i. Vote 5 yes 3 no Greg, George, Bill

Next Agenda:

- 1. Committee Meetings
 - e. Finance
 - f. Governance
 - g. Property & Personnel
 - 2. Committee report out
 - 3. Set the Next Agenda
 - 4. Confirm Dates
 - a. 9-15 Schenck 6:30
 - b. 9-22 Stearns
 - c. 9-29 Schenck
- 2500/community attorney fees

2500 for RPC legal
5000 for RPC planning
10,000 for legal fees total

Materials for Finance
Bring 279 and current budget warrants

Motion to Adjourn
i. Mark
ii. Wally
Vote 8-0