

DANSVILLE SCHOOLS
Board Special Meeting Minutes
June 22, 2009

A special meeting of the Dansville Schools Board of Education was called to order at 7:25 p.m. by President Mike Kapp.

Members Present: Mary Clinton, Carolyn Jones, Phil Minshall, Charlie O'Rourke, Dan Pheils, Dave Lilly, Mike Kapp

Members Absent: None

Administrators: Ron Stoneman

Pledge of Allegiance

Public Participation

None

For Action

- Motion by Mary Clinton, seconded by Charlie O'Rourke to approve the final 2008-09 general fund budget as presented.
- 7 yes, 0 no, 0 absent
 - **Motion passed**
 - Superintendent Stoneman stated he recognizes the need and desire to increase the fund balance by 10% annually. The adopted budget does include the newly purchased lawn equipment, which was a one-time purchase. He stated the administration monitored their budgets closely. The purchase of the equipment will save money in future, eliminating contracted services, as well as interest payments from not buying on payment plans.
 - Mrs. Yachim stated the Special Education claim should be higher than originally anticipated. She also stated she worked directly with the Administrators on their detailed budgets, which were reduced.
 - There was an operating transfer of \$15,000 from food service.
- Motion by Charlie O'Rourke, seconded by Dan Pheils to approve the final 2008-09 school service budget as presented.
 - 7 yes, 0 no, 0 absent
 - **Motion passed**
 - Treasurer Phil Minshall asked that the minutes reflected the fact that the worksheet attached to the School Service Appropriation included the \$15,000 from Food Service that was transferred to the general fund. It is located in the Expenditure category in the Contracted Services & Supplies line item.
- Motion by Mary Clinton, seconded by Carolyn Jones to approve the proposed 2009-10 general fund budget as presented.
 - 6 yes, 1 no (Phil Minshall), 0 absent
 - **Motion passed**
 - President Mike Kapp stated the Board approved the 09-10 budget as proposed but will continue reductions as projections are available from

state. The Board and Administration need to set the framework to begin balancing this budget.

- Trustee Carolyn Jones asked for clarification on budget revision timelines. Mrs. Yachim stated that typically amendments were made in December or January for first revisions and May or June for second revisions. There is no statutory timeline to be followed to revise budgets. They can be done as often as needed.
 - Superintendent Stoneman stated he appreciated comments from community and need to know all their ideas. He requested phone calls or e-mails.
 - President Mike Kapp commended all individuals involved with to-date reductions.
 - Superintendent Stoneman stated there have been \$358,000 reductions to date.
 - Vice President Clinton stated the adopted budget is not a perfect document but it represents a start and is needed to proceed legally (having a budget in place by June 30th). Budget reduction will be an ongoing process.
 - Treasurer Phil Minshall stated he feels the reduced athletic transfer is optimistic. Fuel costs are higher, as well as interest costs and maintenance. He feels October is too long to wait to revise budget.
 - President Kapp stated the Board and Administration need to work on the budget as soon as possible.
 - Vice President Clinton would like to have the budget review process started before year starts.
 - Superintendent Stoneman stated Administration is generally on vacation in July but would be available by August.
- Motion by Dan Pheils, seconded by Mary Clinton to approve the proposed 2009-10 school service fund budget as presented.
 - 7 Yes, 0 no, 0 absent
 - **Motion passed**
 - Motion by Phil Minshall, seconded by Dave Lilly to approve the resolution to borrow \$1,300,000 against 2009-10 state aid dollars as presented.
 - 7 Yes, 0 no, 0 absent

Roll call Vote

Phil Minshall - Yes	Charlie O'Rourke - Yes
Carolyn Jones – Yes	Mike Kapp - Yes
Mary Clinton – Yes	Dan Pheils - Yes
Dave Lilly - Yes	

- **Motion passed**
- Superintendent Stoneman stated the district had borrowed \$1,800,000 in 08-09 and because of service from the ISD, the district only has to borrow \$1, 300,000 (\$500,000 less) Superintendent Stoneman feels that is due to the outstanding service from ISD.
- President Kapp and Vice President Clinton concurred.
- Mrs. Janet Yachim stated the district could pay back ahead of time to save interest.
- It was confirmed the district would borrow the entire \$1,300,000 the resolution allowed.

Darrin Ried asked if the decision had been made to hire a new first grade teacher or move a teacher from 3rd or 4th grade.

Superintendent Stoneman stated it was a difficult decision because it would then make those class sizes larger, from 28 – 30 students per class.

Darrin Ried also wanted to let Roger Lessa know that four bus drivers lost their kindergarten routes for the upcoming year at total of \$40,000 and that DESPA employees get no benefits.

Discussion

1. Personnel Committee

- a. Vice President Clinton explained there had been a suggestion from audience member at the June 15th regular Board meeting to develop a personnel committee. She feels it is the Board's responsibility to determine need and role.
- b. Superintendent Stoneman feels it should be combined with Finance at this time due to the current process of budget reductions that will now result in personnel reductions.
- c. Vice President Clinton does not want a personnel committee to be substituted for direct supervisors.
- d. Treasurer Phil Minshall clarified a personnel committee would not be able to take over other committee duties. If another committee was formed to work with certain departments, that committee had precedence.
- e. Superintendent Stoneman stated it should not address grievances.
- f. President Mike Kapp stated a personnel committee should be aligned closely with finance committee because of the current status of the district.
- g. There were concerns with the individuals who were suggested to be on the committee.
- h. Darrin Ried stated the prior committee might now have operated as stated previously.
- i. Leanne Minshall suggested contacting members of past personnel committees to learn role.
- j. President Kapp stated a committee would address the needs of today and handle appropriately. A Board committee will work with the Administration to address all aspects of personnel. Personnel should be combined with the Finance Committee, as budget reductions will affect personnel eventually given current budget climate.
- k. Superintendent Stoneman stated the Finance Committee needed to know the current bargaining agreements in effect that could affect certain processes staff of reductions.
- l. Phyllis Konen stated there was a paragraph in the current DESPA contract that directs those employees to contact the "Personnel committee any written discipline is found in a bargaining unit member's file that has been placed there without his/her knowledge".
- m. President Kapp stated ad hoc committees could be formed when needed.
- n. President Kapp also stated the Finance committee could address personnel issues during budget talks as those are the issues are being discussed. He stated the Finance Committee will review contracts for wording and understanding.
- o. Superintendent Stoneman stated the contract wording could be a possible discussion point during negotiations of the DESPA contract.
- p. Treasurer Phil Minshall stated the Finance committee role of acquiring the Personnel committee would pertain to finances, staffing, job descriptions, and compensation. A separate Personnel committee would be utilized for other issues, such as grievances.
- q. President Kapp agreed that the Finance committee would deal with personnel issues pertaining to budget issues.

- r. Roger Lessa stated advisory/finance/personnel committees should have limited roles. He also stated that the Board is attempting to separate themselves from the public but need to have the public's best interest in mind the Board acts.
- s. President Kapp replied the Board will only separate from the public during brainstorming sessions, which will be closed sessions to discuss personnel issues, but all topic will be open for discussion with the public.
- t. Superintendent Stoneman stated the Board's protocol has been discussion of an item one month then action the following month to allow for community input.

President Kapp stated the Finance committee needs to have discussions with the Administration and schedule a meeting.

Treasurer Phil Minshall suggested a presentation to Board from the Administrators as to status of their budget.

President Kapp verified immediate personnel issues will be the jurisdiction of the current Finance committee, who will meet with Administration in closed session regarding reductions for next school year.

Superintendent Stoneman will report to the Board as to Personnel committee establishment in other districts.

Other Matters

None

The meeting was adjourned at 8:00 pm.

Respectfully submitted,

Dan Pheils, Secretary