

**Hampton/Scotland Ad Hoc Committee - Programming Subcommittee
for Inter-district Educational Cost Sharing
Hybrid meeting held in Scotland Community Hall
on May 27, 2022 at 7:00 pm**

Meeting Minutes

<Add meeting recording link here>

1. Call to Order & Roll Call: Call to Order at 7:09 pm. Present were Wendy Sears, Cassidy Martin, Allan Cahill and Juan Arriola (online with difficulty). Brief pause due to technical difficulty. Meeting restarted at 7:18 pm. Rose Bisson now present. Juan Arriola joined the meeting in person at a later time.
2. Audience for Citizens: No comments or questions
3. Approval of Minutes May 12, 2022 Meetings: Cassidy moved to approve and Allan seconded. Let minutes reflect change that Allan Cahill be added to the subcommittee roll call for the May 12 meeting, not as a member of the audience as previously listed. Motion passes to approve minutes unanimously.
4. Work Session for Budget: Notes were reviewed on changes, additions or deletions to the budget documents as discussed at the May 12 meeting.

Changes discussed are:

- Add column headers to each page in the draft budget
- Chart B revisions discussed: Original vs. revision 1 vs. revision 2- Revision 1 was approved for use with changes and additions. There was a lot of discussion surrounding how per pupil costs were determined and how the estimated savings to the towns are portrayed.
- Discussion was had about the ability to review documents prior to the meeting. Chart B and all revisions were completed and sent to all members 5/13/2022 so that members would have time to review complicated changes. Wendy will ensure that all changes get to members with plenty of time to review prior to the meetings.
- Appendix A: Rose was going to review the salary for Hampton Counselor. Based on April email from Rose, the number shown was estimated to be accurate, but Rose would double check for accuracy.
- Elementary School Budgets by School and Year: used 2020-21 actuals for Hampton as adjusted by audit.
- Discussion on Superintendent role and our recommendation that this position work in a support role to the separate BOEs as well. It could be difficult to find a Superintendent who is willing to be Superintendent for 3 entities, making them accountable to 3 bosses essentially. It will depend on how that job description is

written. The members of each board would have the ability to participate in discussions of the Committee at monthly meetings and share concerns or questions with the Committee and the Superintendent. The members discussed having a superintendent consultant as needed, paid by each town separately. Being that the Cooperative agreement currently does not describe the duties of the Superintendent, this discussion could be added to the report, recommending that the committee consider the various options.

- Draft Budget: Building & Grounds: Increase the salary line to \$83,697 and increase the FICA to \$6,403 in Cooperative School. A comparison will be forwarded to members to show the current vs. proposed change to this department.
- Birth rates were discussed for each town. Hampton's numbers are inconsistent with the numbers that were received in September of 2021, so those numbers will be double checked for the next meeting.
- Discussed expected Pre-K registrations for Scotland, expecting to fill all 18 slots, and wait list is likely for Fall 2023.
- 2021-22 Staffing Levels- Current & Estimated: After double checking numbers Adjusted staffing levels in different line items (not increasing staffing levels, just reallocating)
- Recommended Class Sizes Based on Student Count: Removed certain lines as discussed at previous meeting, and any highlighting or information that is no longer relevant.
- Draft Budget:
 - Change in Group Insurance cost to match Appendix A
 - Chart A: Change was supposed to have been made to add a note about Scotland's RD 11 transportation costs. Will be added on next revision
- Services & Programs Potentially Made Available....: Added the STEM Science Program through the CT Science Center under Classroom Instruction and associated information. It was noted that expense line was doubled to cover additional programming under Regular Instruction: Contracted Enrichment. This could be used to cover the cost of STEM programs, or other programming.
- Scotland was built in 1963 and had 2 major expansions in 1992 & 2008.
- 5-year capital improvement plan for Scotland: New building inspector went through all buildings in town: 5-year cost analysis facilities and improvements plan indicated that Scotland Elementary was in "quite good" condition. Items were reviewed with a few changes indicated, mostly minor, but planned for.
- \$25,000 was received by OPM to help offset any costs related to the committee's work so far.
- Change in ECS grant funding: Chart to be designed to show the loss of revenue to the towns each year til 2030. After 2030 that reduced ECS grant dollar amount will remain static.

5. Other Business: none
6. Next Meeting Date, Time, Location & Agenda Items: Discussed next meeting dates with several dates considered. June 10 at 6pm was decided for next meeting, to happen at Hampton Town Hall. Kathy will determine availability of location. Alternate date, should it be needed will be June 17.
7. Discuss Future BOE/Town Meetings- Timeframe: No discussion
8. Audience for Citizens: none
9. Adjournment: Meeting adjourned by unanimous consent at 9:17 pm.

Meeting minutes respectfully submitted by Wendy Sears