

Rochester School Board
Finance Committee Minutes
May 7, 2020
6:00 PM

DRAFT

Members Present:

Mr. Paul Lynch, Chair
Mr. Matthew Beaulieu, Vice-Chair
Mr. David Camire
Mr. Matthew Munn
Mr. Brian Nicholson
Mrs. Audrey Stevens
Mrs. Karen Stokes

Members Absent:

Also Present:

Mr. Kyle Repucci
Dr. Sandie MacDonald
Mrs. Linda Bartlett
Mr. Nathaniel Byrne
Mrs. Anne Grassie
Mrs. Sarah Harrington
Mr. Thomas O'Connor
Mr. Matthew Pappas
Mr. David Totty
Mr. Robert Watson
Guests

Mr. Lynch called the meeting to order at 7:10 p.m. on a roll call vote with a quorum present.

Mrs. Stevens moved, second by Mr. Beaulieu, to approve the minutes of the April 2, 2020 meeting as written. The motion carried unanimously on a roll call vote.

Financial Update

Mrs. Bartlett, Business Administrator, stated that as we go through these unprecedented times, we are not going through funds as we would during a typical school year, i.e. substitutes, supplies and utilities. Right now there is a little one million dollars in surplus; though it could be a little bit more. We also have additional savings in athletics of \$50,000 and tutoring \$43,000. On the negative side is food service. We are serving 300-350 lunches every single day. We typically would serve 2,200 meals per day. We are probably at \$400,000 deficit in the food service fund. All cities around the area are having the same problem. I have been meeting with Business Administrators in the Seacoast area weekly. Mr. Lynch asked if any funds will be coming from the food service provider. Mrs. Bartlett stated that we are in discussions with them regarding what they may contribute. We will not be providing meals after school closing on May 15th.

Financial Items from Building Committee

Mrs. Stevens moved, second by Mrs. Stokes, to recommend the Board approve American Sport Floors, Inc. of Rockland, MA in the amount of \$44,424 and Hussey Advantage in the amount of \$3,695 for the RMS Gym Floor Resurfacing Project for a total of \$48,119. The motion carried unanimously on a roll call vote.

Mrs. Stevens moved, second by Mrs. Stokes, to recommend the Board approve Skyline Roofing Services LLC of Manchester, NH in the amount of \$386,000 for the McClelland Elementary School Roof Replacement Project. The motion carried unanimously on a roll call vote.

Financial Items from Personnel Committee

Mrs. Stevens moved, second by Mr. Beaulieu, to recommend the Board approve the stipends listed below.

Karrie Brady	(\$1,500)	High School Master Scheduling
Jennifer Ford.....	(\$1,500)	High School Master Scheduling
Melissa Marcotte	(\$1,500 Title II-A Grant)	Teacher Mentoring Program Coordinator
Adam Black	(\$1,500 Title II-A Grant)	Teacher Mentoring Program Coordinator

Caitlen Madore(\$1,500 Title II-A Grant) Teacher Mentoring Program Coordinator
Jennifer Cyr(\$1,000 Title II-A Grant) Elementary Reading Curriculum Facilitator
Meghan Walkama.....(\$1,000 Title II-A Grant) Elementary Math Curriculum Facilitator
Gail Corey (\$2,500 Title II-A Grant) Coord. District Crisis Response & Intervention Team
Lori Denis (\$1,000 Title II-A Grant)Asst.Coord. District Crisis Response & Intervention Team

The motion carried unanimously on a roll call vote.

Public Comment - None

Other

Mrs. Bartlett informed the committee that we ordered office supplies in the past through Seacoast Educational Services collaborative. Unfortunately, each school district is now going to bid on their own. In the past, we have received favorable bids but from small companies. Some of the small companies cannot handle our large volume. The schools need supplies for the first of the school year. She reached out to other districts to see if they would buy collaboratively but they have decided to forego the bid process and select one or two vendors to work with. We reached out to School Specialty and W.B. Mason as we felt that these are two companies we could work with and they gave us quotes for next year, which came in lower than what we are paying this year. Mrs. Bartlett is recommending using W.B. Mason and School Specialty for our school supplies.

Mr. Lynch moved, second by Mrs. Stevens, to recommend the Board approve using W.B. Mason and School Specialty as vendors for office supplies. The motion carried unanimously on a roll call vote.

Mrs. Stokes asked if athletics will have the option to buy equipment during this situation. Mr. Lynch stated we can look at funds, but remember the City is in a different situation. Discussion ensued regarding paying off a few projects instead of bonding projects. Mrs. Bartlett stated the projects would be required to be complete by June 30, 2020 to be in this fiscal year's budget.

Mr. Camire has been working on how the School Board and City can recognize the seniors in some way. He had a conversation with the Mayor and student banners were considered. Discussion ensued. Mr. Lynch and the Mayor also thought about possibly posting the senior pictures on the sign behind City Hall. An idea will be voted on at the full Board meeting.

Mrs. Stevens moved, second by Mr. Munn, to adjourn the meeting at 7:44 pm. The motion carried unanimously on a roll call vote.

Respectfully Submitted,

Mr. Paul Lynch, Chair