

Operations Committee

Minutes

January 4, 2022

5:00 - 6:00pm

The Forum, Mt. Blue Campus

Members: Doug Dunlap, Scott Erb, **Cherieann Harrison**, Gloria McGraw, Josh Robbins

Members Absent: None

Other Board Members Present: Judith Kaut

Staff: Chris Elkington, Laura Columbia, Beth Christopher, Sherry Wyman

Other Staff Present: Monique Poulin, Jeff Brazee, Melissa Williams

1. Called meeting to order at 5:09 pm
2. Review [approved minutes](#) from the last meeting - Harrison
 - a. No discussion or comments.
3. Update on Possible Political Leader Visit (Feb) to discuss - Harrison
 - a. Possible Dates (Feb 18th or 4th)
 - i. Proposed date will be February 18th.
 - b. Possible Draft Agenda:
 - i. District CTE Needs:
 1. Middle-Level
 2. FTC
 - ii. Present Bills in the Legislature
 - iii. COVID Funding & Needs
 - iv. Visit of MBC
 - v. Revision
 1. Additional members to invite could include James Black, principal at MBMS and a superintendent or principal from a sending town.
 2. Discussion on name, to include change to Government Leaders and Representatives.
 3. Please send Cherieann Harrison any edits to the agenda or her letter.
4. Strategic Planning Quick Update - Harrison

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- a. The next meeting will be reviewing data and planning the forum to review the data with the public.
 - b. Identify possible themes to be used in strategic planning.
 - c. The forum will be open to the community.
5. Superintendent's Office Move - Elkington
- a. Decision has been made to delay
 - i. The superintendent's office needs to be a part of the goal for a 10-year plan and the strategic fund.
 - ii. The funds will need to be used for either moving the funds to another project (approximately \$280,000 in ESSER 3 grant). Or used to create or purchase a space (funds need to be used by September 2024).
 - iii. Funds will not be lost, but we will be adjusting the project next year.
 - b. Want any such move connected to Strategic Plan Goals
 - i. Want to look at using present district land
 - ii. ESSER Federal Funds
6. Update on New Positions - Elkington
- a. Maintenance & Operations
 - i. Custodial Supervisor
 1. The interview will be occurring next week.
 - ii. New Maintenance Position
 1. In the process of finalizing the paperwork for this person.
7. ESSER Funded Project Updates - Christopher/Elkington
- a. ESSER Coordinator - Sherry Wyman
 - i. ESSER 2
 1. Currently working on organizing projects and determining timeframes for present and future estimates and bids on those not yet planned. Need to act as quickly as we can
 2. There may be a surplus from some projects that can be applied to other possible overages.
 - ii. ESSER 3
 1. Projects have not started yet, but are available to view on our website.
 2. Some projects may be edited, adjusted or cancelled based on expenditure costs.

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- iii. The committee would like a broad brushstroke of the various ESSER Grant Projects (paper), one-page front and back for the school board.
 - 1. To include projects and where they are in-process
 - a. Info is pretty clear on the web page and so we may just use a smaller version of what can be found there.
 - 2. In the budget process, we will be including projects that will be funded by ESSER
 - a. We can't add a multitude of projects as our capacity is limited and so are the companies available to do the work.
 - b. Regular district funded maintenance projects may be delayed while we use present ESSER funding.

- 8. 10 yr. Planning needs Update - Elkington
 - a. Staff & Admin data collection review
 - i. These have been collected from each school, currently in raw data form.
 - ii. The district will create a rough draft timeline of what needs/should/could be completed.
 - 1. Will need to be part of Strategic Plan
 - b. 2022-2023 Budget Implications
 - i. See above

- 9. Future Agenda Items
 - a. MBC Building Needs
 - i. Proposal ideas
 - b. Short or Long-range Program needs
 - i. Power Outages & Generator capabilities
 - c. School layouts with outside structures
 - d. Future Site Visits