

# Personnel and Finance Committee

## Minutes

January 5, 2021

6:00 - 7:00pm

Meeting video - <https://vimeo.com/497629262>

Members: **Carol Coles**, Scott Erb, Irv Faunce, Betsey Hyde

Absent: Kirk Doyle

Other Board Members Present: Craig Stickney

Staff Present: Monique Poulin, Kris Pottle, Laura Columbia, James Black

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1. Superintendent Evaluation Update (Carol Coles)
  - a. The committee feels comfortable with the new tool, but there is a need to confirm that it aligns with the superintendent evaluation policy.
  - b. This should go before the board in February.
2. Maine's New [Earned Paid Leave Law](#) (Kris Pottle)
  - a. Kris Pottle reviewed the Earned Paid Leave Law which began on 1/1/21. We continue to evaluate the implications as they relate to RSU 9 employees.
3. [BDE](#) - Board Committees - Continue discussion on proposed policy revision (Kris Pottle)
  - a. The policy was reviewed with suggested changes and modifications. Policy will be shared with the board, with the suggested edits with the option to accept with edits or dissolve. Committee discussed that this is not a required policy. Questions were heard regarding the current committee structures, and the committee recommends continuing with the same format and structure. It was reported that the warrant signing schedule is working well.
4. Schedule for signing warrants
  - ~~Week ending 11/13/20 - Betsey / Scott~~
  - ~~Week ending 12/11/20 - Kirk / Carol~~
  - Week ending 1/8/21 - Irv / Betsey
  - Week ending 2/5/21 - Scott / Kirk
  - Week ending 3/5/21 - Carol / Irv
  - Week ending 4/9/21 - Betsey / Scott
  - Week ending 5/7/21 - Kirk / Carol
  - Week ending 6/11/21 - Irv / Betsey
5. FY 20 Audit Update (Kris Pottle)

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- a. Due to the additional grants, as well as a delay in the turnaround time from the auditor, the auditing process is not complete. We have requested an extension. The audit is planned to be completed by the end of January. In February, the board should be receiving a report of the audit.
6. Consideration of new Auditor
  - a. Some concerns have been raised regarding the process of our current auditor and the timeliness of the reports. The follow-up visit has been later in the fall, which does not allow us to receive reports on time. Committee agreed that we should start the process in the spring for next year.
  - b. An RFP for banking services is also a request to complete first.
7. Budget Schedule and Budget Committee
  - a. This was discussed at last month's meeting and will go forward at the next board meeting.
8. It was discussed that the superintendent and business manager searches should be addressed in the near future.
9. Proposals for Next Meeting Agenda
  - a. Updates on the Earned Paid Leave Act
  - b. Role of this committee in the search for a new superintendent
  - c. Role of this committee in the business manager position