

# Operations Committee

## Minutes

October 5, 2021

5:00 - 6:00pm

The Forum, Mt. Blue Campus

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

Members Absent: Josh Robbins

Other Board Members Present: Judith Kaut

Staff: Chris Elkington, Laura Columbia

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1. Call meeting to order - Harrison
  - a. 5:05 pm
2. Review [approved minutes](#) from the last meeting - Harrison
  - a. When the notes are sent out with the first board agenda of the month that is the time for committee members to:
    - i. Review and send changes to the chair of the committee or
    - ii. Review and then suggest changes at the board meeting
3. Meeting Organization Adjustments - Harrison
  - a. Agenda set-up
    - i. Urgent matters
    - ii. Long-term goals
      1. This will be brought up throughout our strategic planning process. Also thinking about 10 years out, 5 years, and immediate goals.
      2. A more thorough review of our buildings and grounds, and budget parameters for the projects included in the long-range planning.
      3. A suggestion was made that members submit ideas for an agenda to the board chair in advance by the Monday the week before the committee is scheduled. And if people see a need they need to inform us.
      4. It is important that if there are specific instructional programming needs that we will need to offer to meet the education changes, and that we know this as they will

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influence how we use our space or the need for added space.

5. What are the present needs and costs that we will need to fix, ex. Parking lots, roofs, HVAC, etc. that we need over the next 10 years. They will be the base that will help us plan our future thoughts.
6. A request was made for a more specific agenda.
  - a. Big picture, student-focused space, and a technology view for the needs.
  - b. An update on our current bonds and progress on each of them.
7. Buildings will have a conversation with their staff regarding specific building concerns and needs.
  - iii. Periodic Planning updates
- b. Can we: Add 15 Minutes to each Committee Meeting and/or pick another day for one of the committee meetings?
  - i. What do you need for the meeting?
  - ii. More information? Clearer what?
    1. Recommendation from the committee is to be more efficient, assign times, and tighten the meetings up.
4. Schedule Building Visits by Committee - Harrison
  - a. Where: FTC, MBC parking lot and fields, W.G. Mallett and parking lot, Middle school and parking lot.
  - b. When:
    - i. October 15th, 2021
      1. 8 am to 3:30 pm
        - a. 8am- 9:15 am FCTC
        - b. 9:30 am-10 am High School Parking Lot Changes & Fields
        - c. 10:15 am- 10:45 am Safety Training Building
        - d. 10:45- 11:30 School Board Operation Committee Break
        - e. 11:30 am-12:45 pm Mallet School
        - f. 12:45 pm- 1:15 pm Mallet School Parking Lot
        - g. 1:45 pm- 3 pm Middle School
        - h. 3 pm- 3:30 pm Middle School Parking Lot Changes & Fields

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5. Strategic Planning Update - Harrison
  - a. The Strategic Planning Committee met last Wednesday and will be consistently meeting on Wednesdays. A discussion was heard on ensuring we are hearing all voices of our community.
    - i. A recommendation that someone representing the business committee was made, and it was shared that it is currently happening. This includes retired members, business owners, rotary, etc.
6. CCHS HVAC Questions - Elkington
  - a. A review of what was shared at the board meeting. The system at CCHS has been found to be a good system and it is running well. Adjustments can be made to it for seasonal needs. If we would like to add air conditioning to spaces, due to summer programming, it is currently set up to allow some of this to happen.
7. Mallett Traffic Study - Elkington
  - a. Money is in the RSU 9 budget
  - b. What are the issues?
  - c. Suggested that we should maybe look at more parking instead?
    - i. We probably can add 20 parking places in some areas with reconstruction of the entrance, which could reduce some of the issues in the drop off and pick up area.
    - ii. The SRO officer and principal went over to help remind families to not double park.
8. [Cushing Nutrition Grant](#) - Elkington
  - a. The grant was reviewed.
  - b. Send it to the board
    - i. Doug Dunlap made a motion to move it forward to the board, and the subcommittee recommended that it go forward to the board.
9. Operations Committee priorities to move forward to the strategic plan - Harrison
10. RSU 9 Organizational Changes - Elkington
  - a. Developing Lead Custodians
    - i. It is hard to hire and find qualified staff, especially "leads" because of the need to drive. This expectation probably needs to be changed.
  - b. Changing hiring plan
    - i. Why?
      1. We can't get people to apply

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2. Really need two different strategies
  - a. Support
  - b. Professional
- ii. To start we will be:
  1. Using Flyers
  2. Facebook
  3. Changing our Website
- iii. Possible next steps:
  1. Changes to our onboarding practices
  2. Hiring some additional staff to better support new and present staff.
  3. Determining when is a good time to start to advertise?
  4. Need a new strategy and more support to help potential support staff apply.
  5. Look at present contract w/Union

### 11. Superintendent Update

- a. As we move along the committee will need to verify what efficiency will look like, and the level of information needed.
- b. Moving Superintendent's Office: If we were to purchase a location we would need to have a referendum to receive community approval, which would probably be very difficult. Purchasing a building and adding it to our preexisting land is an option as well as long-term looking at a combination building for a new bus garage, middle school space and the super's office.

### 12. Future Agenda Items

- a. MBC Building Needs
  - i. ESSER Funded programs affected
  - ii. Short or Long-range Program needs
- b. School layouts with outside structures
- c. What happened to old Mallett driveways?
- d. What is the process and timeframe for cost savings going from oil to wood? What is the plan for buying fuel oil or Wood Pellets?
- e. Discussion from the visits
- f. Central Office Options and Locations