

Personnel and Finance Committee

Minutes

December 15, 2020

5:45 - 6:25pm

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

Absent:

Other Board Members Present: Cherieann Harrison, Angie LeClair, Craig Stickney, Lisa Laflin, Dennis O'Neil, Jesse Sillanpaa

Staff Present: Tina Meserve, Kris Pottle, Sue Pratt, Monique Poulin

Meeting video: <https://vimeo.com/491649338>

1. Finalize Superintendent Evaluation Tool (Irv Faunce and Kirk Doyle)

a. [Evaluation of the Superintendent](#)

Kirk reviewed the updated evaluation timeline and process. There are five domains with multiple indicators under each area. The new system provides a comment section on the broader domains. Comments are required to include specific information, not just opinions. There will be a final score that is an average of the indicators. The committee will review policy CBI for alignment with the new tool and timeline.

b. [The Unique Challenges of Evaluating Superintendents](#) (MSBA Update - Nov/Dec 2020)

2. [FY 22 DRAFT Budget Process/Timeline](#) (Tina Meserve and Kris Pottle)

Tina presented the proposed draft budget process to the committee. Committee members would like to continue with a budget committee structure for the FY 22 process. The schedule includes 2 (two) full-day sessions. The members feel that the full-day session(s) are an effective and efficient way to review the budget. Irv Faunce, Carol Coles, and Kirk Doyle would all like to be on the budget committee. Angie LeClair and Jesse Sillanpaa might be interested.

The committee sends the proposed process and timeline to the full board for approval.

3. COVID Relief Funds Rounds 1 and 2 Update (Sue Pratt) -

Sue Pratt, CRF Coordinator, shared that the four grants total approximately \$5 million. The district had all four grants approved and have many projects that are mostly complete. Sue and Kris will finalize the grants in January. We expect to

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expend the funds on the projects indicated and stay in compliance with all requirements. The grants are CRF 1, Adult Ed CRF, CRF 2, and ESSER. Supt. Meserve shared that many districts have struggled to manage the grants and thanked Sue Pratt and Kris Pottle for their work to access these valuable grants.