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Regional School District 13
Board of Education
Utilization Committee Meeting

November 18, 2014

Amended Minutes

Committee Members Present: Robert Fulton-Chair, Kerrie Flanagan, Merrill Adams, Norm Hicks.

Administrators Present: Dr. Veronesi

Chairman Fulton called the meeting to order at 6:08 p.m.

1. Public Comment: As there were no members of the public present, there was no public comment.

2. Mrs. Flanagan moved to approve the agenda. Mrs. Adams seconded the motion.

3. Mrs. Flanagan moved to approve the minutes of August 6, 2014. Mr. Fulton seconded the motion. Abstain Norm Hicks, Merrill Adams

4. It was reported that the final report has been obtained from DRA. There was conversation regarding how do we disseminate this report, how the public will review the report and what the next steps of the committee will be.

Discussion of a draft letter: Mrs. Adams questioned the maximum number of students that have been enrolled in the district. Mr. Fulton will check the Chung demographic report for accuracy.

The committee reviewed the cover letter that will be sent to the public with the utilization study and made significant editorial changes.

5. Approval of Cost Savings Analysis Project: Dr. Veronesi shared a document regarding the cost-saving measures of the utilization study. Mrs. Flanagan also mentioned the projected capital requirements based on the MEP's. There was conversation in the committee regarding a cost analysis regarding the potential closure of one or more schools and the impact of the two communities. We need to investigate the current operating costs of our schools. Mrs. Flanagan suggested that in the budgeting process that we look at the budget by building to make an informed decision later on and make capital projections. This will give the committee the basis for moving on to the next steps. Taking steps in phases is also under consideration. Dr. Veronesi will follow up with Dave Lenihan, former Business Manager in Regional District 10 and current legislative liaison for CASBO, and perhaps have him speak to the committee.

6. Review of Timeline: The committee talked of a cost analysis as well as people in leadership

roles for guidance in taking the next steps. We will send out the letter and the report to assist in keeping the public informed. The letter and report should go to the public via the library, town halls, media and posting on the web site via the DRA website. Central Office should send a letter to parents informing them of the intentions of the committee and locations of the report. The report is too lengthy to send to individuals.

The next meeting will be Thursday, December 4 at 4:00 p.m. in the Conference Room at the Superintendent's Office.

7. Mr. Hicks moved to adjourn the meeting at 8:18 p.m. Mrs. Adams seconded the motion.