

Bonny Eagle School District

NEGOTIATIONS COMMITTEE MEETING MINUTES

Wednesday, May 22, 2019

District Central Office

Library

The Negotiations Committee held a meeting on **Wednesday, May 22, 2019**, in the Library at the District Central Office located in Buxton, Maine. Present were Committee members Robert Deakin, Trevor Hustus, and James Moses. Also present were Paul Penna, Superintendent of Schools; William Brockman, Business Manager; and Hedy Smith, Executive Secretary.

Mr. Moses called the meeting to order at **4:11** p.m.

1. Approval of the Minutes of the May 15, 2019, Negotiations Committee Meeting

Moved by Mr. Hustus; seconded by Mr. Deakin:

To approve the minutes of the May 15, 2019, Negotiations Committee meeting as presented.

VOTED: “Yes,” Unanimously

2. Discussion and Recommendation of Salaries and Benefits for the Superintendent of Schools, Business Manager, and Non-Bargaining Personnel for the 2019-2020 School Year

Business Manager:

Mr. Brockman’s current salary is \$106,080 and carries a benefit of 15.5% annuity. It is a full time position (260 days) which includes 25 vacation days. There is still a two-year term left on his contract which carries the period through June 30, 2021.

Mr. Brockman proposed the following for the period of July 1, 2019, through June 30, 2021:

- Decrease the number of work days from 260 to 235 days.
- Decrease the number of vacation days from 25 to 20 days.
- Propose a salary of \$99,768 for the 2019-2020 school year and the same salary for the 2020-2021 school year. (The salary and annuity benefit combined would represent a decrease of \$7,290 in the first year.)
- Annuity would remain at 15.5% for both years.

Discussion:

- *Have you been able to use all of your vacation days?*
No.

- *Are you indicating that you are retiring at the end of two years?*

No. Mr. Brockman will reassess his status at the end of the two years. Should he decide to continue employment, he would seek to negotiate a contract with the Board at that time.

- *Will you be able to complete your job requirements within the 235 work days?*

Mr. Brockman stated that he has been working with the Superintendent to consider a reorganization of Central Office. The reorganization would include the hiring of an accountant while current Central Office resources would be shifted. Mr. Brockman stated that an accountant would be able to track grants, special education programming costs, etc.

Mr. Penna indicated that the proposed costs for the supplemental budget of \$200,000 had come under budget. Therefore, the remainder of the funds could be shifted to hire an accountant. The position would have to be built into future budgets, however.

- Mr. Deakin expressed the desire for the District to plan for staff members who were beginning to transition out of the organization. His concern was for the institutional knowledge that many of the staff carry. He agreed that reorganization was a good idea, and he encouraged the plan to “backfill” so when Mr. Brockman decided to retire, the District would still remain “in good shape.” He also encouraged Mr. Brockman to plan to use his vacation day benefit and noted that the days were important for Mr. Brockman to be able to rejuvenate himself in order to be prepared for the difficult job that he holds.

Mr. Brockman shared a brief glimpse of what the plan might look like. Mr. Deakin recommended that the Administrative Team take the steps to begin to implement the plan.

- Mr. Moses acknowledged that a focus on the future made an organization successful. He suggested that when Mr. Penna and Mr. Brockman focused on the road ahead that it be a smooth transition. He indicated that Central Office had been working on a shoestring operating with minimal staff.

Mr. Brockman agreed that Central Office was certainly working with a minimal staff now. He went on to say that the reorganization would happen over time.

- *Is there need for more money for staff training?*

The District has encouraged key employees to continue to gain more knowledge and skills development in their field. Mr. Brockman stated that several employees have exceeded the District’s expectations and now must consider how to retain the employees.

Moved by Mr. Hustus; seconded by Mr. Deakin:

To approve the Business Manager’s salary and benefits proposal and to recommend to the Board for approval at the next regular Board meeting.

VOTED: “Yes,” Unanimously

Superintendent of Schools:

Mr. Penna’s current salary is \$131,840 and carries a benefit of 17% annuity. It is a full time position (260 days) which includes 25 vacation days. There is still a one-year term left on his contract which carries the period through June 30, 2020.

Mr. Penna proposed the following:

- The term of the contract to be extended through June 30, 2022.
- Propose a salary of \$137,773 for the 2019-2020 school year and the same salary for the 2020-2021 school year. The salary for the 2021-2022 school year would have to be negotiated with the Board.
- Increase the annuity benefit of 17% to 20% through June 30, 2021.
- All other benefits included in the contract would remain at the current level.

Mr. Brockman noted that there were sufficient funds in the proposed budget to cover the Superintendent's proposal.

Discussion:

- It will be important to have a salary comparison for both the Business Manager and Superintendent when the Committee presents both proposals for approval to the full Board.

Mr. Brockman stated that for the Business Manager, he would provide information for business managers who have been in the business for a long time as comparative information for this position was all over the place. Business manager job descriptions and responsibilities are not necessarily the same in many school districts. Comparative data for superintendents is readily available and will be supplied.

- The Superintendent's salary may be attractive in hiring an Assistant Superintendent. Mr. Penna indicated that he and Mr. Brockman had an idea for the salary and benefits for the new Assistant Superintendent. It is a scaffolded plan.

Moved by Mr. Deakin; seconded by Mr. Hustus:

To approve the Superintendent's salary and benefits proposal and to recommend to the Board for approval at the next regular Board meeting.

Discussion:

- Mr. Moses stated that he did not have "any trouble" with the proposals. He reminded the Committee that the administration had to reduce the budget with 20 positions, all of which were reduced through attrition. He acknowledged that the District would have to continue to be better even if there are more reductions in the future. He also noted that, next year, the Board would be negotiating with the Saco Valley Teachers Association. Mr. Moses stated that he would not support a growing gap between teachers and administrators.

VOTED: "Yes," Unanimously

Non-Bargaining Unit Personnel:

Mr. Brockman shared the non-bargaining unit personnel salary scale for July 1, 2017, through June 30, 2020. He explained that this would be the last year of the current scale. He noted that the plan was to move employees in this unit approximately three increments which would equate to approximately 1% per increment. As a comparison, Mr. Brockman reported that other support personnel who were in collective bargaining units typically received a increase on the base salary and a step increase.

Discussion:

- *Why is the Food Service Director salary so low?*
Mr. Brockman stated that the salary was based on experience, length of service, etc. He acknowledged, however, that the administration would have to consider moving this employee across the bands.
- *How many positions are in the non-bargaining personnel unit?*
Approximately 40 positions.

Mr. Brockman reported that the Board had approved the three-year scales for this unit at its meeting in August 2017. There is no Board action needed for the 2019-2020 school year.

3. Other

Future Meetings:

Tuesday, May 28, 2019	4:30 PM	Committee Meets to Prepare for Negotiations with Administrators
	5:00 PM	Committee Meets with Administrators
Wednesday, May 29, 2019	4:30 PM	Committee Meets to Prepare for Negotiations with SVISPA
	5:00 PM	Committee Meets with SVISPA
Monday, June 3, 2019	4:30 PM	Committee Meets with SVISPA
Wednesday, June 12, 2019	4:30 PM	Committee Meets to Prepare for Negotiations with Administrators
	5:00 PM	Committee Meets with Administrators

4. Adjournment

Moved by Mr. Hustus; seconded by Mr. Deakin:

To adjourn the meeting at **4:55** p.m.

VOTED: “Yes,” Unanimously