



# MAINE SCHOOL ADMINISTRATIVE DISTRICT #6

## Finance & Facilities Committee Meeting

### FINANCE & FACILITIES COMMITTEE MEMBERS

				
Debra M. Black At-Large Board Member; Term Expires 2026 (June) Limington Residency <a href="#">dblack</a> <a href="#">@bonnyeagle.org</a> 207-637-3162	Kelley C. Heath At-Large Board Member; Term Expires 2024 (June) Hollis Residency <a href="#">kheath</a> <a href="#">@bonnyeagle.org</a> 207-727-4518	Donald G. Marean At-Large Board Member; Committee Vice-Chair Term Expires 2025 (June) Hollis Residency <a href="#">dmarean</a> <a href="#">@bonnyeagle.org</a> 207-727-5527	Cynthia J. Meserve At-Large Board Member; Term Expires 2026 (June) Buxton Residency <a href="#">cymeserve</a> <a href="#">@bonnyeagle.org</a> 207-838-7287	John M. Sargent At-Large Board Member; Committee Chair Term Expires 2026 (June) Standish Residency <a href="#">jsargent</a> <a href="#">@bonnyeagle.org</a> 207-776-9687

# Finance & Facilities Meeting Packet

## Thursday, November 9, 2023



# Finance & Facilities Meeting Agenda

## Finance & Facilities Meeting

Thursday, November 9, 2023

3:00 pm – 4:30 pm Central Office Conference  
Room

- ITEM 1      Call to Order
  - ITEM 2      Public Comments
  - ITEM 3      Approve Minutes of Previous Finance and Facilities Meeting
- 

### FINANCE ITEMS

#### ITEM 4. REVIEW OF A/P & PAYROLL WARRANTS & FINANCIAL REPORTS

- A. - D/A   Accounts Payable / Payroll Warrant Summary
- B. - D/    Top 25 Expenditures
- C. - D/    Interim Financial Reports
- D. - D/    Capital Projects (Category 70 Expenditures)
- E. - D/    Financial Dashboards (General Fund Revenues & Expenditures)

#### ITEM 5. OTHER FINANCE DISCUSSION/ACTION ITEMS

- A. – D/    School Bus Purchase Application process and MDOE info  
                  (Our Application for FY25 Must be Submitted prior to 11/25/2023:)
  - B. – D/A   Review and Approve Budget Advisory Committee Membership for  
                  for the FY25 Budget development process
  - C. – D/A   Review and Approve preliminary Category 30 Per-Pupil Allocations  
                  to be used in the preparation of the FY25 Baseline Budget
  - D. – D/A   Other Finance Discussion/Action Items
- 

### FACILITIES ITEMS

#### ITEM 6.    FACILITIES DISCUSSION ITEMS

- A - D/    Facilities Update – Adam Thibodeau

#### ITEM 7. OTHER FACILITIES DISCUSSION/ACTION ITEMS

- A. – D/A   Other Facilities Discussion/Action Items

#### ITEM 8.    ADJOURNMENT

---

Respectfully submitted  
William Brockman  
Business Manager of Finance & Operations

---

## **Rules for Public Comments at Finance & Facilities Meetings**

Public comment from residents of MSAD6 towns will be allowed at the following times during MSAD6 Finance & Facilities meetings in 2023 and 2024

- At the beginning of the meeting.

At other times during the meeting, usually between topics, at the discretion of the Chair. If it appears that progress on the agenda is lagging, the Chair may restrict the times when comments are allowed during the meeting. At any other time when a Committee member asks for and receives unanimous consent for a non-member to speak.

A person who wishes to comment will be asked to state his/her name and town of residence, and the person will be asked to be concise and brief. Comments stated by others should not be repeated, except that expressing agreement is acceptable.

At each comment opportunity, the time limit is 3 minutes per person and 10 minutes in total. The Chair will monitor and call time as may be necessary.

A comment that is a question may or may not receive a response, at the Committee's discretion. It is not the purpose of this public comment opportunity to allow a back-and-forth discussion with a commenter, unless the Committee so desires.

An attempt will be made to fairly record in the meeting minutes the substance of the public comments, but the Committee does not guarantee completeness or accuracy.

The Committee at any time may vote to modify or rescind these public comment rules.



# Finance & Facilities Meeting - Minutes

## Item 3

Bonny Eagle School District

### FINANCE-FACILITIES COMMITTEE MEETING MINUTES

Thursday, October 12, 2023/3:00 p.m.

Central Office Conference Room  
94 Main Street, Buxton, ME 04093

Present: Debra Black  
Kelley Heath  
Cindy Meserve  
Don Marean, Vice-Chair of Finance-Facilities

Excused: John Sargent, Chair of Finance-Facilities

Other: Nathan Carlow, Chair, School Board  
Bill Brockman, Business Manager  
Clay Gleason, Superintendent  
Dawn Pooler, Finance Manager  
Adam Thibodeau, Director of Facilities

Meeting Packet link: [Finance-Facilities Meeting Packet 10/12/23](#)

1. Mr. Marean called the meeting to order at 3:00 p.m.

2. **Public Comments**  
There were no Public Comments as this time.

3. **Approval of the previous Finance-Facilities Committee Meeting Minutes**

**Moved by Ms. Black: seconded by Ms. Heath:**

To approve the minutes of the September 14, 2023, Finance-Facilities Committee meeting as presented.

**VOTED: "Yes," 3 with Mr. Marean abstaining as he did not attend the 9/14/23 meeting.  
Minutes are approved by majority.**

4. **Review of A/P and Payroll Warrants and Financial Reports:**

a. Review of the A/P and Payroll Warrants  
August warrants: [Warrant Summary September 2023](#)

b. The Top 25 Expenditures were reviewed. [Top 25 Expenditures September 2023](#)

Discussion:

- Ms. Pooler noted that items with an asterisk (\*) represent expenditures using capital and/or supplemental funds.

c. Financial Report:  
Ms. Pooler reviewed the Financial Report: link to the report is [Financial Report September 2023](#)

# Finance & Facilities Meeting - Minutes

## Item 3

Ms. Pooler noted that there were three Accounts Payable warrants for the month of September. All articles look good at this point in time.

- d. Mr. Brockman provided the committee detailed expenditures for Capital Projects on pages 17 through 20 of the meeting packet.
- e. Mr. Brockman reviewed the Financial Dashboard on pages 21 to 23 of the meeting packet. Expended year to date is at \$10,662,752 with a percent expended of 17.85%.

### 5. **Other Finance Discussion Items:**

- a. Discussion Item – Article: Schools that Switch to Propane Have Done Their Homework. Mr. Brockman provided an article of interest within the packet on pages 24-25 which discusses school bus fleets that have changed from diesel to propane buses.
- b. Other – Mr. Marean asked for an update on the Budget Advisory Committee. Mr. Brockman and Ms. Pooler reported that a few applications have come in. The deadline to submit an application is Thursday, November 2<sup>nd</sup>. This item will be on the November agenda for the Finance-Facilities meeting on November 9<sup>th</sup>.

### 6. **Facilities Update**

- a. Facilities Update – Mr. Thibodeau reviewed his Facilities update [Facilities Update September 2023](#)

Mr. Thibodeau reported that they will begin having meetings to include the Athletic Director, Finance Office and the Superintendent to look at the athletic needs of the high school and middle school. This is in addition to the Facilities Master Planning that is ongoing. Should State funds become available to the district those funds could not be used for athletic purposes.

### 7. **Other Facilities Discussion/Action items:**

- A. Policy KF/KF-R Non-School Use of MSAD 6 Facilities: Mr. Thibodeau put forth before the Finance-Facilities Committee the consideration of charging recreation departments for their use and associated wear and tear on the buildings. Mr. Thibodeau thought that perhaps a flat annual fee would be easier for town recreation departments to budget for rather than sending them invoices throughout the year.

Which towns have recreation departments using the buildings? All the towns with the exception of Frye Island. All elementary schools are being utilized by recreation departments.

The committee is open to further discussion on this item. They shared their concern that this would be a sensitive issue to towns and will need to navigate any future conversations with thoughtfulness noting that impacts to budgets is a sensitive concern. Mr. Thibodeau will work on this more and bring more information back to the committee at a future meeting.

- B. Article – Why School Referenda Fail: Mr. Brockman shared this article with the committee to read and to keep in mind while the district begins the budget development process for the 2024-2025 school year.

**Item 3**

## Discussion:

- Is there in update for the Board on the Facilities Master Plan? Mr. Marean reported that the Facilities Master Planning committee continues to meet once a month and that the committee has been focused on information gathering.

To date there have been two (2) public forums and Harriman has also utilized ThoughtExchange as a mechanism to collect feedback. At this point they are working on firming up details in order to be able to submit an application for State funding consideration when that process opens up.

## C. Other Discussion items:

Mr. Gleason notified the committee that he would be setting up a meeting with the Buxton Hollis Historical Committee to convey the outcome of on-going lease discussions.

8. **Adjournment:**

The meeting adjourned at 4:18 p.m.





## MAINE SCHOOL ADMINISTRATIVE DISTRICT #6

### Finance & Facilities Committee Meeting

## FINANCE & FACILITIES COMMITTEE

# Finance Items

#### ITEM 4. REVIEW OF A/P & PAYROLL WARRANTS & FINANCIAL REPORTS

- A. - D/A Accounts Payable / Payroll Warrant Summary
- B. - D/ Top 25 Expenditures
- C. - D/ Interim Financial Reports
- D. - D/ Capital Projects (Category 70 Expenditures)
- E. - D/ Financial Dashboards (General Fund Revenues & Expenditures)

#### ITEM 5. OTHER FINANCE DISCUSSION/ACTION ITEMS

- A. – D/ School Bus Purchase Application process and MDOE info  
(Our Application for FY25 Must be Submitted prior to 11/25/2023:)
- B. – D/A Review and Approve Budget Advisory Committee Membership for  
for the FY25 Budget Development process
- C. – D/A Review and Approve preliminary Category 30 Per-Pupil Allocations  
to be used in the preparation of the FY25 Baseline Budget
- D. – D/A Other Finance Discussion/Action Items

## Finance & Facilities Meeting Packet

### Thursday, November 9, 2023

## MAINE SCHOOL ADMINISTRATIVE DISTRICT # 6

Serving the Towns of Buxton, Hollis, Limington, Standish and Frye Island  
94 Main Street, Buxton, E 04093 Phone 207-929-3831 | Fax 866-646-9748

## Item 4-A

MAINE SCHOOL ADMINISTRATIVE DISTRICT 6 FINANCE & FACILITIES WARRANT SUMMARIES October-23				
WARRANT				
#	TYPE	DATE		AMOUNT
24.08	AP		AP	\$ 365,934.36
24.07	PR	10/06/23	Gross Payroll	\$ 1,648,393.15
	PR		Insurance(SEPT)	\$ -
		10/06/23	MainePERS	\$ 264,866.62
SUBTOTAL				\$ 2,279,194.13
24.09	AP		AP	\$ 393,449.03
24.08	PR		Gross Payroll	\$ 1,661,928.90
	PR		Insurance(OCT)	\$ 848,136.70
				\$ -
SUBTOTAL				\$ 2,903,514.63
GRAND TOTAL				\$ 5,182,708.76



## Item 4-B

Top 25 Expenditures  
October 2023Accounts Payable  
Warrants 24-08 & 24-09  
Total: \$759,383.39

Check #	Vendor	Description	Amount
155473	SYSCO OF NORTHERN NEW ENGLAND	NUTRITION SUPPLIES - DISTRICT WIDE	55,450.27
155157	CENTRAL MAINE POWER	ELECTRICITY EXPENSE 24-08	45,840.20
155362	SYSCO OF NORTHERN NEW ENGLAND	NUTRITION SUPPLIES - DISTRICT WIDE	36,829.21
155425	MSMA WORKERS COMP TRUST	MONTHLY WORKERS COMP EXPENSE	36,738.00
155227	PITSTOP FUELS	PROPANE EXPENSE 24-08	22,959.52
155418	MARK R. HAMMOND ASSOC	SP-ED CONTRACTED SERVICES	21,605.49
155136	AMAZON CAPITAL SERVICES, INC.	SUPPLIES - DISTRICT WIDE 24-08	17,319.49
155462	SEVEE & MAHER ENGINEERS, INC.	PFAS WATER TREATMENT	15,355.38
155324	PINE TREE SOCIETY FOR HANDICAPPED	SP-ED CONTRACTED SERVICES	14,784.75
155181	HODGE EXCAVATING & TRANSPORT LLC	PAVING SERVICES	13,600.00
155356	AMAZON CAPITAL SERVICES, INC.	SUPPLIES - DISTRICT WIDE 24-09	13,477.05
155178	HARRIMAN ASSOCIATES	FACILITIES MASTER PLANNING	12,650.00
155440	PINE TREE WASTE INC.	MONTHLY TRASH REMOVAL EXPENSE 24-09	12,472.30
155203	MCGRAW-HILL SCHOOL EDUCATION	* (60) MATH PROGRAM KITS	12,457.40
155398	HILLYARD NEW ENGLAND	CUSTODIAL SUPPLIES	12,305.79
155209	MSMA UC FUND	MONTHLY UNEMPLOYMENT EXPENSE	12,003.19
155368	BANA CORP	*(70) ELECTRICAL WORK STORAGE BLDG	11,178.09
155434	OTELCO, INC.	MONTHLY PHONE EXPENSE	10,701.22
155378	CENTRAL MAINE POWER	ELECTRICITY EXPENSE 24-09	9,557.27
155265	TANG MATH LLC	MATH CONSUMABLES	9,180.00
155205	MINUTEMAN SECURITY TECHNOLOGIES	SECURITY UPGRADES	9,005.97
155184	INTRADO INTERACTIVE SERVICES CORP.	SOFTWARE RENEWAL (SCHOOL MESSENGER	8,862.84
155438	PINE TREE FOOD EQUIPMENT	NUTRITION SUPPLIES - DISTRICT WIDE	8,524.46
155431	OAKHURST DAIRY	NUTRITION SUPPLIES - DISTRICT WIDE	8,372.04
155239	PROAV SYSTEMS INC.	TECH RELATED HARDWARE	8,031.25
	% OF ALL AP	72.26%	\$439,261.18



# Finance & Facilities Meeting -

## Interim Financial Report

### Item 4-C

### FY24 YTD REPORT - OCTOBER

Revenues, Expenditures, and Changes in Fund Balance							
General Fund Summary: Prepared for the November 9th finance committee meeting	ADOPTED / ADJUSTED BUDGET 2023-24	ACTUALS YTD 2023-24 10/31/2023	% BAL LEFT YTD	PROJECTED YEAR END TOTALS 2023-24	PROJECTED YEAR END BALANCES REMAINING	ACTUALS YTD 2022-23 10/31/2022	
STATE SUBSIDY (GPA)	\$22,875,038	\$8,585,079	62.47%	\$22,875,038	\$0	\$8,231,097	
BALANCE FORWARD	\$3,500,000	\$3,500,000	0.00%	\$3,500,000	\$0	\$2,350,000	
SPECIAL ED REVENUES	\$175,000	\$24,576	85.96%	\$175,000	\$0	\$62,360	
MISCELLANEOUS REVENUES	\$51,000	\$196,517	-285.33%	\$500,000	\$449,000	\$133,827	
BUILDING USE RECEIPTS	\$0	\$1,207	#DIV/0!	\$1,207	\$1,207	\$0	
LOCAL TAX ASSESSMENT	\$33,147,726	\$11,049,242	66.67%	\$33,147,726	\$0	\$9,670,341	
<b>REVENUES OVER (UNDER) ESTIMATES</b>	<b>\$59,748,764</b>	<b>\$23,356,621</b>	<b>60.91%</b>	<b>\$60,198,971 A</b>	<b>\$450,207</b>	<b>\$20,447,625</b>	
Article 1 - REGULAR INSTRUCTION	\$22,631,418	\$3,634,276	83.94%	\$22,221,111	\$410,308	\$3,806,846	
Article 2 - SPECIAL EDUCATION	\$10,765,717	\$1,919,307	82.17%	\$10,570,534	\$195,182	\$1,572,283	
Article 3 - CAREER & TECH ED	\$10,000	\$0	100.00%	\$0	\$10,000	\$0	
Article 4 - OTHER INSTRUCTION	\$1,079,035	\$203,712	81.12%	\$1,059,472	\$19,563	\$202,122	
Article 5 - STUDENT & STAFF SUPPORT	\$5,594,708	\$1,822,130	67.43%	\$5,493,276	\$101,432	\$1,136,025	
Article 6 - SYSTEM ADMINISTRATION	\$1,674,400	\$501,212	70.07%	\$1,644,043	\$30,357	\$478,850	
Article 7 - SCHOOL ADMINISTRATION	\$2,510,737	\$700,369	72.11%	\$2,465,217	\$45,520	\$692,519	
Article 8 - TRANSPORTATION & BUSES	\$4,509,084	\$1,146,365	74.58%	\$4,427,334	\$81,750	\$976,465	
Article 9 - FACILITIES MAINTENANCE	\$9,229,055	\$3,122,874	66.16%	\$9,061,732	\$167,323	\$2,712,061	
Article 10 - DEBT & OTHER COMMITMENTS	\$1,726,610	\$1,595,551	7.59%	\$1,695,307	\$31,303	\$1,575,070	
Article 11 - ALL OTHER EXPENSES	\$18,000	\$724	95.98%	\$17,674	\$326	\$500	
<b>EXPENDITURES (OVER) UNDER BUDGET</b>	<b>\$59,748,764</b>	<b>\$14,646,521</b>	<b>75.49%</b>	<b>\$58,655,700 B</b>	<b>\$1,093,064</b>	<b>\$13,152,742</b>	
REVENUES OVER / (UNDER) EXPENSES	\$0	\$5,210,100		A + B = C	\$1,543,271	\$4,944,882	
As a % of Approved Budget		24.51%			2.58%	23.26%	
PROJECTED CHANGE IN FUND BALANCE (FY24 YEAR END)							
FUND BALANCE BEGINNING OF YEAR					\$12,040,013		
As a % of ENACTED Budget					20.15%		
LESS: FUND BAL Carried Forward FY24					\$3,500,000		
REVENUES OVER / (UNDER) EXPENSES					\$1,543,271		
LESS:							
>Article 9 BALANCE to Capital Reserve					(\$167,323)		
>Article 5 BALANCE to Capital Technology Reserve					(\$75,000)		
> PROJECTED AUDIT ADJUSTMENTS					(\$225,000)		
FUND BALANCE END OF YEAR 23-24					\$9,615,962		
As a % of 22-23 Budget					16.09%		
NET CHANGE IN FUND BALANCE					(\$2,424,052)		
PROJECTED CARRY FORWARD 24-25					\$3,500,000		
FUND BALANCE AVAILABLE FOR FY25					\$6,115,962		
	ADOPTED / ADJUSTED BUDGET 2023-24	ACTUALS YTD 2023-24 10/31/2023	% BAL LEFT YTD	PROJECTED YEAR END TOTALS 2023-24	PROJECTED YEAR END BALANCES REMAINING	ACTUALS YTD 2022-23 10/31/2022	
<b>FOOD SERVICE</b>							
REVENUES	\$2,028,000	\$410,240	79.77%	\$1,991,232	(\$36,768)	\$431,414	
EXPENDITURES	\$2,028,000	\$506,040	75.05%	\$1,991,232	\$36,768	\$525,346	
<b>BALANCE</b>	<b>\$0</b>	<b>(\$95,800)</b>		<b>\$0</b>	<b>\$0</b>	<b>(\$93,931)</b>	
	ADOPTED / ADJUSTED BUDGET 2023-24	ACTUALS YTD 2023-24 10/31/2023	% BAL LEFT YTD	PROJECTED YEAR END TOTALS 2023-24	PROJECTED YEAR END BALANCES REMAINING	ACTUALS YTD 2022-23 10/31/2022	
<b>ADULT EDUCATION</b>							
REVENUES	\$376,650	\$80,140	78.72%	\$369,821	(\$6,829)	\$80,727	
EXPENDITURES	\$376,650	\$87,077	76.88%	\$369,821	\$6,829	\$71,651	
<b>BALANCE</b>	<b>\$0</b>	<b>(\$6,938)</b>		<b>\$0</b>	<b>\$0</b>	<b>\$9,075</b>	

Finance & Facilities Meeting -

Interim  
Financial Reports

Item 4-C FY24 YTD REPORTS - From ADS Profund Accounting System

MSAD 6 / RSU 6

Articles 01-11 GENERAL FUND TOTALS wo/E

Report # 186827

Statement Code: zAT-E

Account Number / Description	Year Before Last 7/1/2021 - 6/30/2022	Last Year Period 7/1/2022 - 6/30/2023	Enacted Budget 7/1/2023 - 6/30/2024	Current Period 10/1/2023 - 10/31/2023	Reported Period 7/1/2023 - 6/30/2024	Amount Remaining	Percent Remaining
01 Article 1 - REGULAR INSTRUCTION	\$19,503,914.12	\$20,708,147.51	\$22,631,418.48	\$1,699,448.38	\$4,475,903.54	\$18,155,514.94	80.22%
02 Article 2 - SPECIAL EDUCATION	\$8,496,884.92	\$9,070,761.69	\$10,765,716.74	\$787,571.45	\$2,279,277.62	\$8,486,439.12	78.83%
03 Article 3 - CAREER & TECH ED	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	100.00%
04 Article 4 - OTHER INSTRUCTION	\$762,915.30	\$993,213.36	\$1,079,035.34	\$44,106.99	\$327,352.07	\$751,683.27	69.66%
05 Article 5 - STUDENT & STAFF SUPPORT	\$4,656,569.35	\$4,484,487.99	\$5,594,708.23	\$380,615.37	\$1,980,731.51	\$3,613,976.72	64.60%
06 Article 6 - SYSTEM ADMINISTRATION	\$1,281,379.63	\$1,461,652.61	\$1,674,399.72	\$101,361.07	\$549,394.87	\$1,125,004.85	67.19%
07 Article 7 - SCHOOL ADMINISTRATION	\$2,408,292.95	\$2,385,302.32	\$2,510,736.66	\$196,814.86	\$797,995.19	\$1,712,741.47	68.22%
08 Article 8 - TRANSPORTATION & BUSES	\$3,278,066.83	\$3,757,588.28	\$4,509,084.10	\$285,104.21	\$1,275,977.96	\$3,233,106.14	71.70%
09 Article 9 - FACILITIES MAINTENANCE	\$6,464,015.19	\$7,378,010.88	\$9,229,054.73	\$492,499.26	\$3,264,339.44	\$5,964,715.29	64.63%
10 Article 10 - DEBT & OTHER COMMITMENTS	\$1,880,815.87	\$1,803,689.30	\$1,726,610.00	\$0.00	\$1,595,551.38	\$131,058.62	7.59%
11 Article 11 - ALL OTHER EXPENSES	\$16,000.00	\$14,124.50	\$18,000.00	\$500.00	\$724.25	\$17,275.75	95.98%
GRAND TOTAL	\$48,748,854.16	\$52,056,978.44	\$59,748,764.00	\$3,988,021.59	\$16,547,247.83	\$43,201,516.17	72.31%

# Finance & Facilities Meeting -

## Interim Financial Reports

### Item 4-C FY24 YTD REPORTS - From ADS Profund Accounting System

#### MSAD 6 / RSU 6 Articles 01-11 GENERAL FUND TOTALS w/E

Report # 186829

Statement Code: zAT+E

Account Number / Description	Year Before Last 7/1/2021 - 6/30/2022	Last Year Period 7/1/2022 - 6/30/2023	Enacted Budget 7/1/2023 - 6/30/2024	Current Period 10/1/2023 - 10/31/2023	Reported Period 7/1/2023 - 6/30/2024	Encumbrances 7/1/2023 - 6/30/2024	Amount Remaining	Percent Remaining 7/1/2023 - 6/30/2024
01 Article 1 - REGULAR INSTRUCTION	\$19,503,914.12	\$20,708,147.51	\$22,631,418.48	\$1,699,448.38	\$4,475,903.54	\$15,917,917.02	\$2,237,597.92	9.88%
02 Article 2 - SPECIAL EDUCATION	\$8,496,884.92	\$9,070,761.69	\$10,765,716.74	\$787,571.45	\$2,279,277.62	\$7,022,831.06	\$1,463,608.06	13.59%
03 Article 3 - CAREER & TECH ED	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	100.00%
04 Article 4 - OTHER INSTRUCTION	\$762,915.30	\$993,213.36	\$1,079,035.34	\$44,106.99	\$327,352.07	\$235,495.41	\$516,187.86	47.83%
05 Article 5 - STUDENT & STAFF SUPPORT	\$4,656,569.35	\$4,484,487.99	\$5,594,708.23	\$380,615.37	\$1,980,731.51	\$2,978,282.20	\$635,694.52	11.36%
06 Article 6 - SYSTEM ADMINISTRATION	\$1,281,379.63	\$1,461,652.61	\$1,674,399.72	\$101,361.07	\$549,394.87	\$789,443.26	\$335,561.59	20.04%
07 Article 7 - SCHOOL ADMINISTRATION	\$2,408,292.95	\$2,385,302.32	\$2,510,736.66	\$196,814.86	\$797,995.19	\$1,692,965.29	\$19,776.18	0.78%
08 Article 8 - TRANSPORTATION & BUSES	\$3,278,066.83	\$3,757,588.28	\$4,509,084.10	\$285,104.21	\$1,275,977.96	\$1,993,535.73	\$1,239,570.41	27.49%
09 Article 9 - FACILITIES MAINTENANCE	\$6,464,015.19	\$7,378,010.88	\$9,229,054.73	\$492,499.26	\$3,264,339.44	\$3,047,468.31	\$2,917,246.98	31.60%
10 Article 10 - DEBT & OTHER COMMITMENTS	\$1,880,815.87	\$1,803,689.30	\$1,726,610.00	\$0.00	\$1,595,551.38	\$0.00	\$131,058.62	7.59%
11 Article 11 - ALL OTHER EXPENSES	\$16,000.00	\$14,124.50	\$18,000.00	\$500.00	\$724.25	\$0.00	\$17,275.75	95.97%
GRAND TOTAL	\$48,748,854.16	\$52,056,978.44	\$59,748,764.00	\$3,988,021.59	\$16,547,247.83	\$33,677,938.28	\$9,523,577.89	15.93%

Finance & Facilities Meeting -

Interim  
Financial Reports

Item 4-C FY24 YTD REPORTS - From ADS Profund Accounting System

MSAD 6 / RSU 6

Categories 10-80 GENERAL FUND TOTALS wo/E

Report # 186831

Statement Code: zCT--E

Account Number / Description	Year Before Last	Last Year Period	Enacted Budget	Current Period	Reported Period	Amount Remaining	Percent Remaining
	7/1/2021 - 6/30/2022	7/1/2022 - 6/30/2023	7/1/2023 - 6/30/2024	10/1/2023 - 10/31/2023	7/1/2023 - 6/30/2024		
10 Category 10 - SALARIES	\$29,824,797.89	\$31,781,266.28	\$35,047,062.00	\$2,593,681.55	\$8,123,914.32	\$26,923,147.68	76.82%
20 Category 20 - BENEFITS	\$9,801,724.94	\$10,112,229.13	\$11,109,381.00	\$929,119.44	\$2,701,824.49	\$8,407,556.51	75.68%
30 Category 30 - PPALLOCATIONS	\$2,437,037.65	\$2,477,037.25	\$3,130,900.00	\$222,357.23	\$1,171,095.88	\$1,959,804.12	62.60%
40 Category 40 - RECURRING COST	\$3,446,913.53	\$4,148,564.56	\$5,730,820.00	\$210,764.29	\$1,181,302.31	\$4,549,517.69	79.39%
50 Category 50 - DEBT SERICE	\$3,041,191.70	\$2,794,357.85	\$3,170,601.00	\$0.00	\$2,754,030.54	\$416,570.46	13.14%
60 Category 60 -SUPPLEMENTAL- Instructiona	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
70 Category 70 - SUPPLEMENTAL- Capital	\$197,188.45	\$663,523.37	\$1,500,000.00	\$32,099.08	\$615,080.29	\$884,919.71	58.99%
80 Category 80 - NEWDEBT	\$0.00	\$80,000.00	\$60,000.00	\$0.00	\$0.00	\$60,000.00	100.00%
GRAND TOTAL	\$48,748,854.16	\$52,056,978.44	\$59,748,764.00	\$3,988,021.59	\$16,547,247.83	\$43,201,516.17	72.31%

Finance & Facilities Meeting -

Interim  
Financial Reports

Item 4-C FY24 YTD REPORTS - From ADS Profund Accounting System

MSAD 6 / RSU 6

Categories 10-80 GENERAL FUND TOTALS w/E

Report # 186830

Statement Code: zCT+E

Account Number / Description	Year Before Last 7/1/2021 - 6/30/2022	Last Year Period 7/1/2022 - 6/30/2023	Enacted Budget 7/1/2023 - 6/30/2024	Current Period 10/1/2023 - 10/31/2023	Reported Period 7/1/2023 - 6/30/2024	Encumbrances 7/1/2023 - 6/30/2024	Amount Remaining	Percent Remaining 7/1/2023 - 6/30/2024
10 Category 10 - SALARIES	\$29,824,797.89	\$31,781,266.28	\$35,047,062.00	\$2,593,681.55	\$8,123,914.32	\$24,738,764.48	\$2,184,383.20	6.23%
20 Category 20 - BENEFITS	\$9,801,724.94	\$10,112,229.13	\$11,109,381.00	\$929,119.44	\$2,701,824.49	\$7,539,543.49	\$868,013.02	7.81%
30 Category 30 - PPALLOCATIONS	\$2,437,037.65	\$2,477,037.25	\$3,130,900.00	\$222,357.23	\$1,171,095.88	\$289,123.24	\$1,670,680.88	53.36%
40 Category 40 - RECURRING COST	\$3,446,913.53	\$4,148,564.56	\$5,730,820.00	\$210,764.29	\$1,181,302.31	\$812,528.64	\$3,736,989.05	65.20%
50 Category 50 - DEBT SERICE	\$3,041,191.70	\$2,794,357.85	\$3,170,601.00	\$0.00	\$2,754,030.54	\$0.00	\$416,570.46	13.13%
60 Category 60 -SUPPLEMENTAL- Instructiona	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
70 Category 70 - SUPPLEMENTAL- Capital	\$197,188.45	\$663,523.37	\$1,500,000.00	\$32,099.08	\$615,080.29	\$297,978.43	\$586,941.28	39.12%
80 Category 80 - NEWDEBT	\$0.00	\$80,000.00	\$60,000.00	\$0.00	\$0.00	\$0.00	\$60,000.00	100.00%
GRAND TOTAL	\$48,748,854.16	\$52,056,978.44	\$59,748,764.00	\$3,988,021.59	\$16,547,247.83	\$33,677,938.28	\$9,523,577.89	15.93%



# Finance & Facilities Meeting - Capital Project Report

## Item 4-C

## FY24 YTD CAPITAL PROJECTS

### MSAD 6 / RSU 6 Category 70 EXPENDITURE REPORT

Report # 186723

Statement Code: \_WB CAT 70

Account Number / Description	Year Before Last		Last Year Period		Enacted Budget		Current Period		Reported Period		Encumbrances	Amount Remaining	Percent Remaining
	7/1/2021 - 10/31/2021		7/1/2022 - 10/31/2022		7/1/2023 - 6/30/2024		10/1/2023 - 10/31/2023		7/1/2023 - 10/31/2023				
1000-70-0000-2690-54300-010-22-09 SUPPLEMENTAL MAINT CMP HE	0.00		20,050.00		122,500.00		3,039.00		88,985.43		4,875.00	28,639.57	23.37%
Current Period													
Posting Date	Batch #	Document Type	Document #	Doc. Code	Reference	Debit		Credit					
10/13/2023	89167	Voucher	202301318/165895	5376	5376-MAINE ACCESSIBILITY CORPOR/	2,500.00		0.00					
10/27/2023	89402	Voucher	444789/166096	1435	1435-CLEAN-O-RAMA CO., INC.	539.00		0.00					
						3,039.00		0.00					
1000-70-0000-2690-54300-020-22-09 SUPPLEMENTAL MAINT CMP HC	0.00		6,230.60		165,500.00		700.00		47,919.61		0.00	117,580.39	71.04%
Current Period													
Posting Date	Batch #	Document Type	Document #	Doc. Code	Reference	Debit		Credit					
10/13/2023	89167	Voucher	STRIPING PARKIN	55564	55564-PERRONE AND SONS STRIPING	700.00		0.00					
						700.00		0.00					
1000-70-0000-2690-54300-060-22-09 SUPPLEMENTAL MAINT CMP BC	0.00		28,625.00		106,500.00		6,000.00		8,500.00		2,000.00	96,000.00	90.14%
Current Period													
Posting Date	Batch #	Document Type	Document #	Doc. Code	Reference	Debit		Credit					
10/13/2023	89167	Voucher	2308007/165765	8926	8926-HARRIMAN ASSOCIATES	6,000.00		0.00					
						6,000.00		0.00					
1000-70-0000-2690-54300-080-22-09 SUPPLEMENTAL MAINT CMP EC	0.00		0.00		147,500.00		0.00		9,759.66		0.00	137,740.34	93.38%
1000-70-0000-2690-54300-090-22-09 SUPPLEMENTAL MAINT CMP GE	0.00		22,470.00		137,800.00		0.00		632.43		0.00	137,167.57	99.54%
1000-70-0000-2690-54300-100-22-09 SUPPLEMENTAL MAINT CMP SF	0.00		0.00		75,500.00		0.00		0.00		0.00	75,500.00	100.00%
1000-70-0000-2690-54300-110-22-09 SUPPLEMENTAL MAINT CMP BE	0.00		61,324.72		360,500.00		7,500.00		300,112.85		57,280.00	3,107.15	0.86%
Current Period													
Posting Date	Batch #	Document Type	Document #	Doc. Code	Reference	Debit		Credit					
10/27/2023	89402	Voucher	25494/166022	15540	15540-PORTLAND TINT INC.	7,500.00		0.00					
						7,500.00		0.00					
1000-70-0000-2690-54300-300-22-09 SUPPLEMENTAL MAINT CMP BE	0.00		123,682.11		187,500.00		6,403.74		65,906.20		94,915.00	26,678.80	14.22%
Current Period													
Posting Date	Batch #	Document Type	Document #	Doc. Code	Reference	Debit		Credit					
10/13/2023	89167	Voucher	443896/166032	1435	1435-CLEAN-O-RAMA CO., INC.	6,403.74		0.00					
						6,403.74		0.00					
1000-70-0000-2690-54300-915-22-09 SUPPLEMENTAL CENTRAL OFFI	0.00		0.00		22,200.00		0.00		22,082.50		0.00	117.50	0.52%
1000-70-0000-2690-54300-925-22-09 SUPPLEMENTAL JACK MEMORI	0.00		0.00		80,000.00		0.00		0.00		77,484.60	2,515.40	3.14%
1000-70-0000-2690-54300-930-22-09 SUPPLEMENTAL MAINT CMP TR	0.00		1,429.60		39,500.00		8,456.34		20,375.61		15,700.00	3,424.39	8.66%

11/1/2023 10:38:11AM

Page 1 of 2



Finance & Facilities Meeting - Capital Project Report

Item 4-CFY24 YTD CAPITAL EXPENDITURES

MSAD 6 / RSU 6  
Category 70 EXPENDITURE REPORT

Report # 186723

					Year Before Last	Last Year Period	Enacted Budget	Current Period	Reported Period	Encumbrances	Amount Remaining	Percent Remaining
Account Number / Description					7/1/2021 - 10/31/2021	7/1/2022 - 10/31/2022	7/1/2023 - 6/30/2024	10/1/2023 - 10/31/2023	7/1/2023 - 10/31/2023	7/1/2023 - 10/31/2023		7/1/2023 - 10/31/2023
Current Period												
Posting Date	Batch #	Document Type	Document #	Doc. Code	Reference			Debit	Credit			
10/27/2023	89402	Voucher	18807/166090	1939	1939-BANA CORP			6,133.80	0.00			
10/27/2023	89402	Voucher	18810/166091	1939	1939-BANA CORP			2,322.54	0.00			
								8,456.34	0.00			
1000-70-0000-2690-54300-940-22-09 SUPPLEMENTAL FJ					0.00	0.00	18,000.00	0.00	14,000.00	2,510.00	1,490.00	8.27%
1000-70-0000-2690-54300-945-22-09 SUPPLEMENTAL - MAINT BLDG					0.00	0.00	37,000.00	0.00	36,806.00	0.00	194.00	0.52%
GRAND TOTAL					\$0.00	\$263,812.03	\$1,500,000.00	\$32,099.08	\$615,080.29	\$254,764.60	\$630,155.11	42.01%

# Finance & Facilities Meeting - Financial Dashboards

## GENERAL FUND - SAFE ZONES & MONTHLY EXPENDITURES FOR 2023-2024

GENERAL FUND EXPENDITURES		EXPENDED THIS MONTH		PERCENTAGE EXPENDED THIS MONTH		EXPENDED YTD		PERCENTAGE EXPENDED YTD		YTD BALANCE REMAINING		YTD PERCENT REMAINING													
JULY 2023		2023-2024 BUDGET																							
		\$59,748,764		\$2,113,881		3.54%		\$2,113,881		3.54%		\$57,634,883		96.46%											
SAFE ZONE		<div><div></div></div>																							
PERCENT EXPENDED		<div><div></div></div>																							

GENERAL FUND EXPENDITURES		EXPENDED THIS MONTH		PERCENTAGE EXPENDED THIS MONTH		EXPENDED YTD		PERCENTAGE EXPENDED YTD		YTD BALANCE REMAINING		YTD PERCENT REMAINING													
AUGUST 2023		2023-2024 BUDGET																							
		\$59,748,764		\$2,221,721		3.72%		\$4,335,602		7.26%		\$55,413,162		92.74%											
SAFE ZONE		<div><div></div></div>																							
PERCENT EXPENDED		<div><div></div></div>																							

GENERAL FUND EXPENDITURES		EXPENDED THIS MONTH		PERCENTAGE EXPENDED THIS MONTH		EXPENDED YTD		PERCENTAGE EXPENDED YTD		YTD BALANCE REMAINING		YTD PERCENT REMAINING													
SEPTEMBER 2023		2023-2024 BUDGET																							
		\$59,748,764		\$6,327,150		10.59%		\$10,662,752		17.85%		\$49,086,012		82.15%											
SAFE ZONE		<div><div></div></div>																							
PERCENT EXPENDED		<div><div></div></div>																							

GENERAL FUND EXPENDITURES		EXPENDED THIS MONTH		PERCENTAGE EXPENDED THIS MONTH		EXPENDED YTD		PERCENTAGE EXPENDED YTD		YTD BALANCE REMAINING		YTD PERCENT REMAINING													
OCTOBER 2023		2023-2024 BUDGET																							
		\$59,748,764		\$3,983,769		6.66%		\$14,646,521		24.51%		\$45,102,243		75.49%											
SAFE ZONE		<div><div></div></div>																							
PERCENT EXPENDED		<div><div></div></div>																							

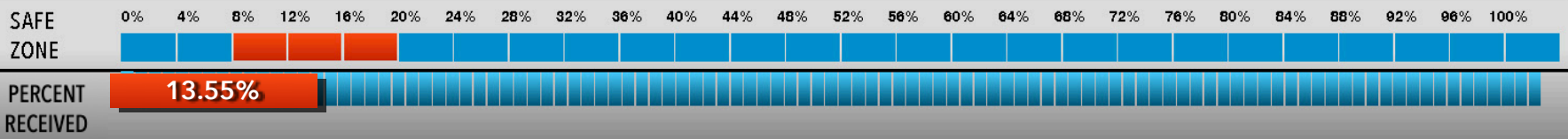
GENERAL FUND EXPENDITURES		EXPENDED THIS MONTH		PERCENTAGE EXPENDED THIS MONTH		EXPENDED YTD		PERCENTAGE EXPENDED YTD		YTD BALANCE REMAINING		YTD PERCENT REMAINING													
NOVEMBER 2023		2023-2024 BUDGET																							
		\$59,748,764		\$0		0%		\$0		0%		\$0		0%											
SAFE ZONE		<div><div></div></div>																							
PERCENT EXPENDED		<div><div></div></div>																							

GENERAL FUND EXPENDITURES		EXPENDED THIS MONTH		PERCENTAGE EXPENDED THIS MONTH		EXPENDED YTD		PERCENTAGE EXPENDED YTD		YTD BALANCE REMAINING		YTD PERCENT REMAINING													
DECEMBER 2023		2023-2024 BUDGET																							
		\$59,748,764		\$0		0%		\$0		0%		\$0		0%											
SAFE ZONE		<div><div></div></div>																							
PERCENT EXPENDED		<div><div></div></div>																							

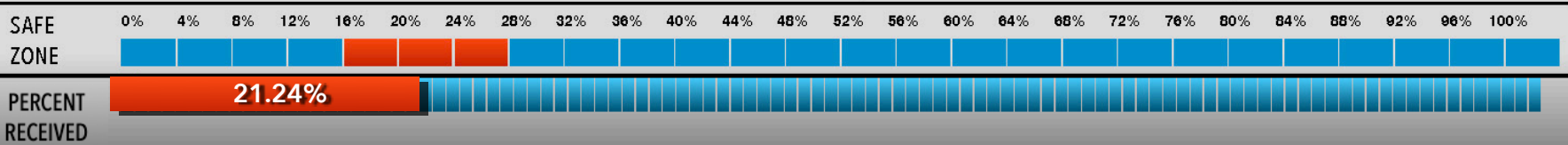
# Finance & Facilities Meeting - Financial Dashboards

## GENERAL FUND - SAFE ZONES & MONTHLY REVENUES FOR 2023-2024

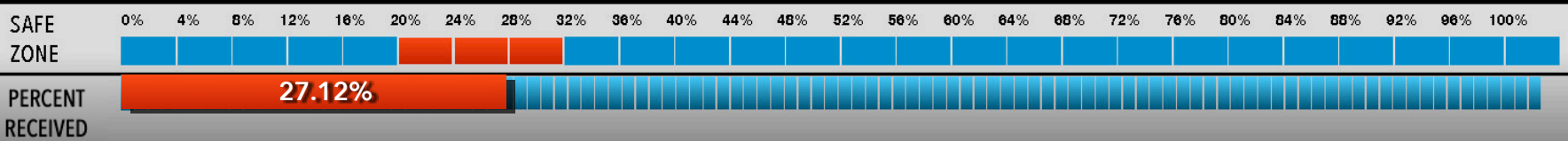
GENERAL FUND REVENUES		RECEIVED THIS MONTH	PERCENTAGE RECEIVED THIS MONTH	RECEIVED YTD	PERCENTAGE RECEIVED YTD	YTD BALANCE REMAINING	YTD PERCENT REMAINING
JULY 2023	2023-2024 BUDGET						
	\$59,748,764	\$8,096,253	13.55%	\$8,096,253	13.55%	\$51,652,511	86.45%



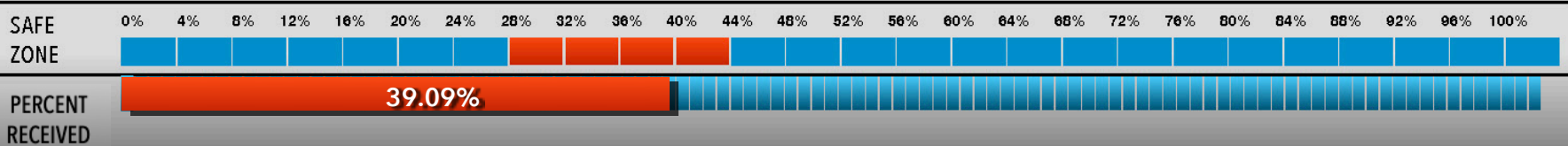
GENERAL FUND REVENUES		RECEIVED THIS MONTH	PERCENTAGE RECEIVED THIS MONTH	RECEIVED YTD	PERCENTAGE RECEIVED YTD	YTD BALANCE REMAINING	YTD PERCENT REMAINING
AUGUST 2023	2023-2024 BUDGET						
	\$59,748,764	\$4,592,653	7.69%	\$12,688,906	21.24%	\$47,059,858	78.76%



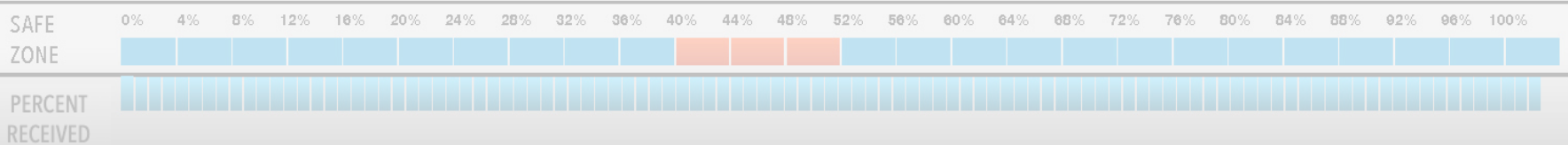
GENERAL FUND REVENUES		RECEIVED THIS MONTH	PERCENTAGE RECEIVED THIS MONTH	RECEIVED YTD	PERCENTAGE RECEIVED YTD	YTD BALANCE REMAINING	YTD PERCENT REMAINING
SEPTEMBER 2023	2023-2024 BUDGET						
	\$59,748,764	\$3,511,719	5.88%	\$16,200,625	27.12%	\$43,548,139	72.88%



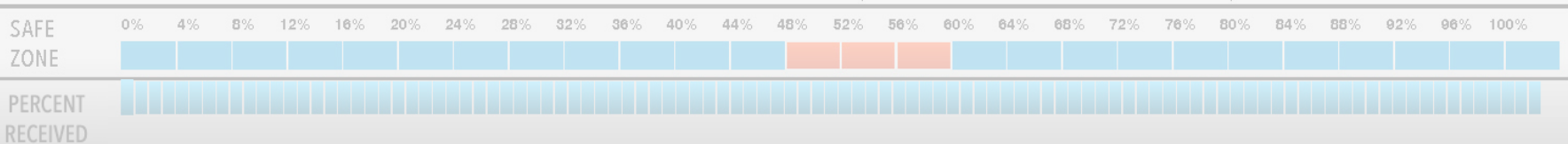
GENERAL FUND REVENUES		RECEIVED THIS MONTH	PERCENTAGE RECEIVED THIS MONTH	RECEIVED YTD	PERCENTAGE RECEIVED YTD	YTD BALANCE REMAINING	YTD PERCENT REMAINING
OCTOBER 2023	2023-2024 BUDGET						
	\$59,748,764	\$7,155,996	11.98%	\$23,356,621	39.09%	\$36,392,143	60.91%



GENERAL FUND REVENUES		RECEIVED THIS MONTH	PERCENTAGE RECEIVED THIS MONTH	RECEIVED YTD	PERCENTAGE RECEIVED YTD	YTD BALANCE REMAINING	YTD PERCENT REMAINING
NOVEMBER 2023	2023-2024 BUDGET						
	\$59,748,764						

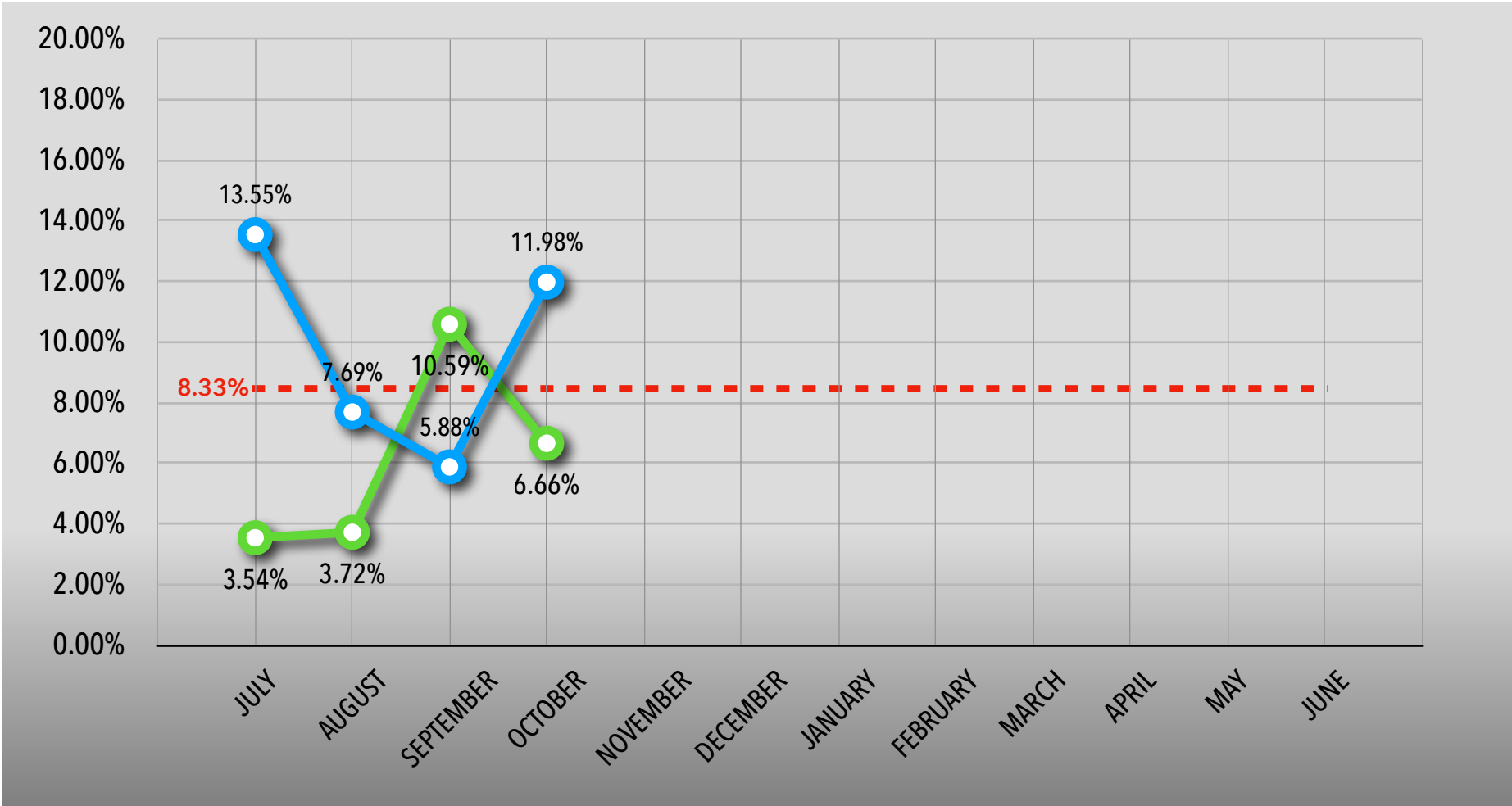


GENERAL FUND REVENUES		RECEIVED THIS MONTH	PERCENTAGE RECEIVED THIS MONTH	RECEIVED YTD	PERCENTAGE RECEIVED YTD	YTD BALANCE REMAINING	YTD PERCENT REMAINING
DECEMBER 2023	2023-2024 BUDGET						
	\$59,748,764						

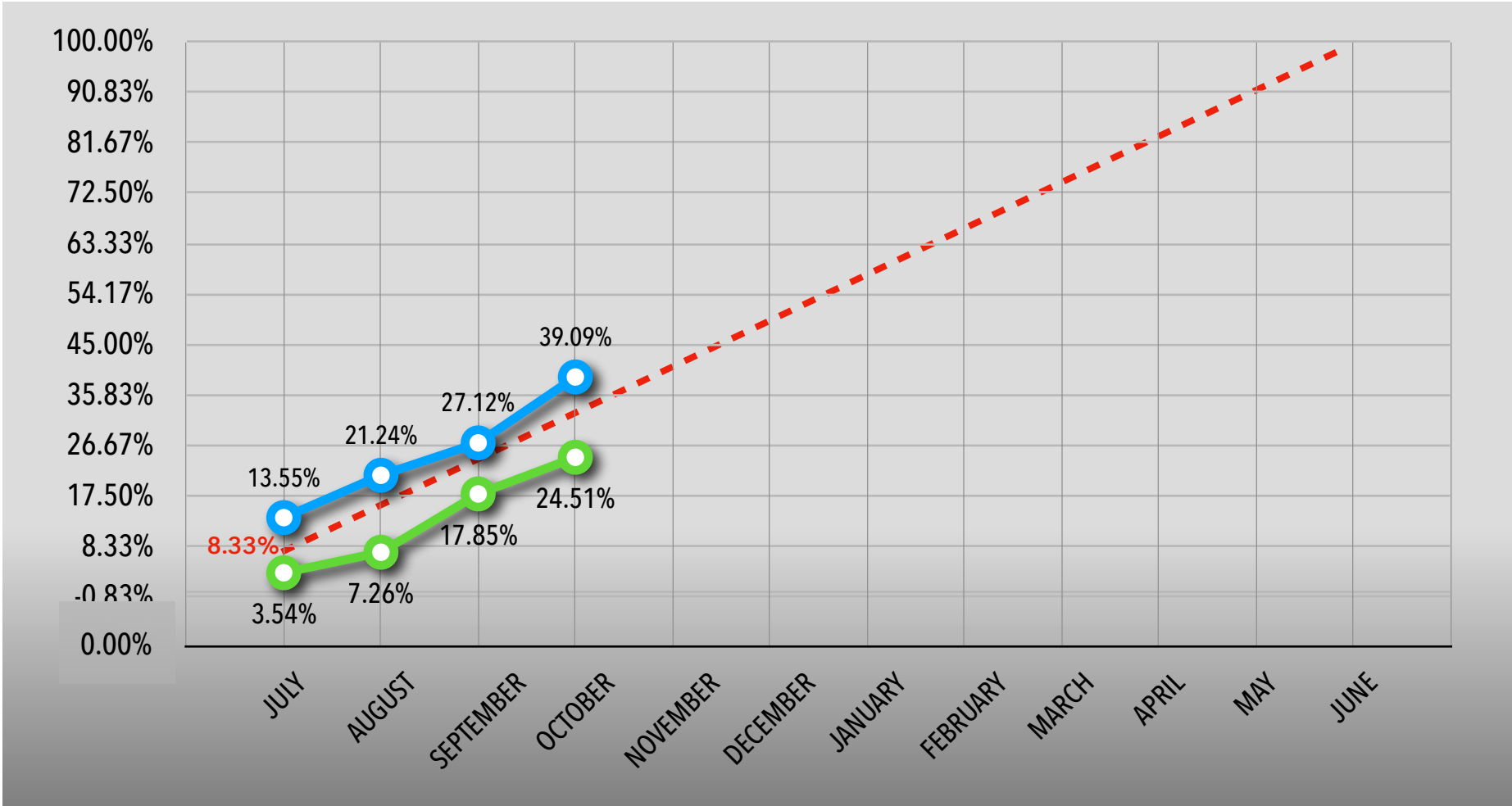


# Finance & Facilities Meeting - Financial Dashboards

## GENERAL FUND - MONTHLY REVENUES & EXPENDITURES FOR 2023-2024



## GENERAL FUND - YEAR TO DATE REVENUES & EXPENDITURES FOR 2023-2024





# Finance & Facilities Meeting - School Bus Purchase Program

## Item 5-A

- The purpose of the Maine School Bus Purchase Program is to achieve the most equitable distribution of limited dollars to maintain a modern safe fleet of school buses and respond to emergency special bus needs



### Program Cycle - 3 Stages and 5 Steps Per Cycle

- Stage I - 1. Apply (EFT-17) (Nov. 1 - Nov. 25) -  
2. Approve (Dec. 30 to Jan. 15)
- Stage II - 3. Purchase (EFT-18) (EFT-19) (EFT-20) -  
4. Report year-end reports
- Stage III - 5. Subsidy begins (ED 279)
- Fiscal year after taking possession of the new bus and making the first year payment

### School Bus Purchase Steps

- Fund
  - Plan about 1 year to complete the process
  - Determine funding source (SAU, State, Federal)
- Bid
  - Determine additional bus options the SAU needs
  - Use State School Bus Bid or bid locally, see AL#24
- Purchase
  - Place an order with 1 of the 4 vendors per AL#24
  - Receive the bus and report delivery in NEO (EFT-20)
  - Retain bus documents, e.g., invoice, title, loan, etc.

### Minimum Program Qualifications - "Bus Replacement"

- Passenger Vans - Shall have seven (7) years useful life and accumulated 100,000 miles
- Type C school buses - Shall have ten (10) years useful life and accumulated 125,000 miles
- Type D school buses - Shall have fourteen (14) years useful life and accumulated 245,000 miles

# Finance & Facilities Meeting - School Bus Purchase Program

## Item 5-A

From: **Brackett, Cheryl** <[Cheryl.Brickett@maine.gov](mailto:Cheryl.Brickett@maine.gov)>

Date: Tue, Oct 31, 2023 at 8:48 AM

Subject: November 1 Update

Good morning,

I am writing to let you know that the Maine School Bus Purchasing Program opens tomorrow, November 1 through November 25. I have attached the instructions for the EFT 17 (request for a new school bus in NEO) for your convenience.

The department of education has funding available for zero-emissions school buses under [Title 20-A, §5401 \(15\)](#) of transitioning **the public-school bus fleet to 75% all-electric school buses by 2035**. Schools are encouraged to consider the purchase of an electric school bus while there are many funding options available. Schools are able to get electric school buses and infrastructure at little to no cost.

- Why an electric school bus:
  - Good for drivers and students: they are quiet, clean, and comfortable. You will experience this firsthand as we drive around Augusta.
  - Good for budgets: these buses deliver significant savings when it comes to operating costs. One bus operator here in Maine reports that their electric bus costs \$0.25 per mile compared to \$0.70 per mile for diesel.
  - The funding to make this happen is available now. We expect federal funding to become less generous. Why wait?
- Maine Clean School Bus Program
  - The benefits of electric buses are clear, and the state wants to help your school with the transition.
  - This program is here to connect you with funding and resources to make your electric school bus project a success.
  - Check out the program page on the [DOE website](#) for a comprehensive list of resources, funding opportunities, and case studies of buses operating in Maine.
  - The state has also contracted with VEIC, a nationally recognized electric school bus consulting firm, to provide consultations with schools on going electric. They will help you with the application process.

Please consider the following additional funding opportunities:

- Let's start local, you are all aware of the school bus purchase program offered by the State. What you might not know is that it provides the same percentage of subsidy for electric buses as conventional buses and can be stacked with other funding options.
- Another state-level program is the DERA or diesel emissions reduction act funding program from the Maine Department of Environmental Protection. This program allows you to retire diesel buses and receive funding for 45% of the cost of an electric bus and charging station. This funding can be stacked with school bus purchase program funding.
- You can receive up to \$40,000 from the federal government in the form of a commercial clean vehicle credit. You can also receive up to \$100,000 as an alternative fuel infrastructure credit. Both can be used in conjunction with many other funding sources.
- The most generous federal funding opportunity is the EPA clean school bus rebate and grant program. This program is currently offering up to \$345,000 per bus replaced for a new electric bus and associated charger installation for priority schools. Non-priority schools can still receive a generous \$200,000. All schools can receive an additional \$20,000 if the bus is equipped with a wheelchair lift.
- It is important to make sure that you understand your total project cost when applying for funding.

Please call or email me with any questions. Have an amazing day!

Respectfully,

Cheryl

---

**Cheryl Brackett, MBA**

Transportation Coordinator II

Maine School Safety Center

Maine Department of Education

23 State House Station

Augusta, Maine 04333-0023

Email: [cheryl.brickett@maine.gov](mailto:cheryl.brickett@maine.gov)

Phone: 207-446-3019

[Maine DOE](#) | [Facebook](#) | [Twitter](#) | [Instagram](#) | [Maine DOE Newsroom](#) | [MSSC Services](#)



Item 5-A

# Finance & Facilities Meeting - BAC Membership:

## Item 5-B

### BUDGET ADVISORY COMMITTEE MEMBERSHIP

### Policy DBA

Section 2: Composition. 'The total voting membership of the BAC shall consist of not more than thirty-four (34) voting members of the school community appointed by Board's Finance and Facilities Committee ("FFC" or "Finance Committee") in accordance with the following guidelines;

- Category A shall consist of not more than twelve (12) voting members of whom shall be residents of MSAD 6, parents or guardians of currently enrolled Bonny Eagle students living in MSAD 6, and not belonging to any other category.
- Category B shall consist of not more than ten (10) voting members of whom shall be municipal officials elected or appointed to serve on a board, council, or committee of a town government within MSAD 6, or elected or appointed to serve in an agency, department, or commission of state or federal government.
- Category C shall consist of two (2) ex-officio voting members of whom shall be the chairman of the Board, or their designee, and the Chairman of the Board's Finance and Facilities Committee, or their designee.
- Category D shall consist of not more than four (4) voting members of whom shall be members faculty or staff in a school, program, or department of MSAD 6.
- Category E shall consist of not more than two (2) voting members of whom shall be an administrator for a school, program, or department of MSAD 6.
- Category F shall consist of not more four (4) voting members of whom shall be currently enrolled Bonny Eagle students.

Not more than six voting members of the BAC shall be under the full-time employment of MSAD 6, and all voting members of the BAC shall be residents of MSAD 6, except that the Finance and Facilities Committee may, by unanimous consent, waive this provision for the member categories D, E, and F. The Finance and Facilities committee may adjust the proportions of members in categories A and B if there are vacancies.

The Superintendent of Schools is an ex-officio member of the BAC, and they may appoint any number of non-voting members who have professional expertise in matters related to the BAC's scope of activities. The Superintendent, along with their appointees, shall not be entitled to vote, serve as an officer of the BAC, make or second motions, or count towards the determination of a quorum.

NEPN/NSBA Code: DBA

## Budget Advisory Committee (not to exceed 34 members)

### APPLICATIONS RECEIVED THROUGH NOVEMBER 2, 2023

#### Parents/Guardians/Residents - not to exceed 12 members

1 Peter Burns	Buxton
2 Jessica Cox	Buxton
3 Isabel Higgins	Standish
4 Eric Kuntz	Hollis
5 Kate McDonald	Standish
6 Laura Mingione	Buxton
7 Emily Weyrauch	Buxton
8	
9	
10	
11	
12	
13	
14	

#### Board Members - not to exceed 2

Deb Black      Limington      Finance-Facilities Committee

#### MSAD 6 Staff or Faculty - not to exceed 4 members

- 1 Lindsay Havu
- 2 Adam Thibodeau/Facilities Director
- 3
- 4

#### Administrators - not to exceed 2 members

- 1 Molly Mingione/BCES Assistant Principal
- 2 Craig Pendleton/BCES Building Principal

#### Bonny Eagle Students - not to exceed 4 members

- 1
- 2

#### Municipality - not Parents/Guardians/Residents - not to exceed 12 members

1 Todd Delaney	Standish
2 Mary Hoffman	Hollis
3	

## MAINE SCHOOL ADMINISTRATIVE DISTRICT # 6

Serving the Towns of Buxton, Hollis, Limington, Standish and Frye Island  
94 Main Street, Buxton, E 04093 Phone 207-929-3831 | Fax 866-646-9748

# Finance & Facilities Meeting – Preliminary Per-Pupil Allocations

## Item 5-C

### MSAD 6 PER PUPIL ALLOCATION - FUNDING MODEL

This funding model focuses on EQUITY and is designed to evenly distribute as many dollars as possible to each school or program. limited only by the political constraints of the budget process).

The model is based on the following principles:

- ✓ To provide equitable distribution of discretionary funds to schools
- ✓ To assist schools with meeting their school priorities in accordance with their established goals
- ✓ To provide flexibility for schools to spend available funds to meet the needs of their students.

The school budget model is an allocation model only. It is not intended to prescribe how schools are to spend their funds, but rather, schools are encouraged to include school staff and parent groups in their school budget planning discussions. The recommended allocations utilized in the model are based on historical budget data and do not address adequacy of funding. ADEQUACY of funding can only be achieved through district decisions to provide base building, per pupil and supplemental allocations, at appropriate levels. The dollar amounts of the base per pupil allocation, and all approved additional allocation components and weighting factors, are determined annually by the Finance & Facilities Committee.

#### MAINE SCHOOL ADMINISTRATIVE DISTRICT NO. 6

##### 2024 - 2025 PER PUPIL ALLOCATIONS

##### WEIGHTED STUDENT FORMULA

SCHOOL/PROGRAM	STUDENTS	BASE ALLOCATION	PP RATE	GRADE LEVEL	FREE & REDUCED SUPPLEMENT	ACADEMIC PROGRESS INCENTIVE	OTHER ADJUSTMENTS	2024-2025 BUDGET	2023-2024 BUDGET	2022-2023 BUDGET	2021-2022 BUDGET	2020-2021 BUDGET	2019-2020 BUDGET
01 H.B. EMERY JR. ELEMENTARY	204	\$19,500	\$232.00	1.250	36.000	1.035	0.000	\$78,800.00	\$81,400.00	\$72,100.00	\$62,500.00	\$60,322.00	\$58,880.00
02 HOLLIS ELEMENTARY	276	\$19,500	\$232.00	1.250	32.000	1.035	0.000	\$95,600.00	\$100,100.00	\$93,100.00	\$74,300.00	\$84,901.00	\$86,196.00
03 BUXTON CENTER ELEMENTARY	549	\$19,500	\$232.00	1.250	29.000	1.035	0.000	\$166,000.00	\$165,000.00	\$154,700.00	\$143,700.00	\$145,179.00	\$140,697.00
04 EDNA LIBBY ELEMENTARY	312	\$19,500	\$232.00	1.250	35.000	1.035	0.000	\$109,000.00	\$94,800.00	\$89,200.00	\$77,000.00	\$84,679.00	\$82,940.00
05 GEORGE E. JACK SCHOOL	129	\$19,500	\$232.00	1.250	37.000	1.035	0.000	\$57,600.00	\$63,400.00	\$60,000.00	\$51,700.00	\$54,494.00	\$54,483.00
06 STEEP FALL ELEMENTARY	103	\$19,500	\$232.00	1.250	30.000	1.035	0.000	\$46,400.00	\$37,200.00	\$39,600.00	\$34,800.00	\$38,604.00	\$39,297.00
07 BONNY EAGLE MIDDLE SCHOOL	723	\$19,500	\$232.00	1.500	29.000	1.035	0.000	\$251,800.00	\$260,100.00	\$231,800.00	\$226,400.00	\$239,963.00	\$249,487.00
08 BONNY EAGLE HIGH SCHOOL	1,039	\$19,500	\$232.00	1.750	26.000	1.035	0.000	\$396,300.00	\$391,500.00	\$373,000.00	\$364,900.00	\$373,141.00	\$387,611.00
								\$1,201,500.00	\$1,193,500.00	\$1,113,500.00	\$1,035,300.00	\$1,081,283.00	\$1,099,591.00
09 ATHLETIC & CO-CURRIC-BEHS	3,335	\$0	\$40.00	1.000	35.250	1.000	0.000	\$124,100.00	\$124,400.00	\$117,000.00	\$114,300.00	\$117,373.00	\$117,676.00
10 HEALTH SERVICES	3,335	\$0	\$9.50	1.000	35.250	1.000	0.000	\$29,500.00	\$29,500.00	\$27,700.00	\$23,500.00	\$21,921.00	\$21,977.00
11 SPECIAL EDUCATION	3,335	\$0	\$37.00	1.000	35.250	1.000	0.000	\$114,800.00	\$115,100.00	\$107,800.00	\$104,200.00	\$112,138.00	\$62,299.00
12 ALTERNATIVE EDUCATION	3,335	\$0	\$6.90	1.000	35.250	1.000	0.000	\$21,400.00	\$21,500.00	\$20,000.00	\$18,500.00	\$16,797.00	\$16,440.00
14 COMPUTER TECHNOLOGY	3,335	\$0	\$104.00	1.000	35.250	1.000	0.000	\$322,600.00	\$323,400.00	\$301,800.00	\$303,500.00	\$311,556.00	\$312,360.00
15 BOARD OF DIRECTORS	3,335	\$0	\$12.20	1.000	35.250	1.000	0.000	\$37,800.00	\$37,900.00	\$35,400.00	\$33,600.00	\$34,521.00	\$34,227.00
16 SUPERINTENDENT'S OFFICE	3,335	\$0	\$9.50	1.000	35.250	1.000	0.000	\$29,500.00	\$29,500.00	\$27,700.00	\$25,600.00	\$24,165.00	\$24,227.00
17 FISCAL SERVICES	3,335	\$0	\$13.65	1.000	35.250	1.000	0.000	\$42,300.00	\$42,400.00	\$40,000.00	\$37,000.00	\$37,455.00	\$37,552.00
18 CURRICULUM & STAFF DEVEL	3,335	\$0	\$72.00	1.000	35.250	1.000	0.000	\$223,300.00	\$223,900.00	\$209,400.00	\$208,500.00	\$200,224.00	\$200,741.00
21 TRANSPORTATION & BUSES	3,335	\$0	\$73.00	1.000	35.250	1.000	0.000	\$226,400.00	\$227,000.00	\$190,900.00	\$188,300.00	\$187,279.00	\$187,762.00
22 FACILITIES MANAGEMENT	3,335	\$0	\$239.50	1.000	35.250	1.000	0.000	\$742,800.00	\$744,800.00	\$692,800.00	\$682,570.00	\$772,590.00	\$796,044.00
24 COMMUNITY SERVICES**	3,335	\$0	\$5.80	1.000	35.250	1.000	0.000	\$18,000.00	\$18,000.00	\$16,900.00	\$16,000.00	\$16,052.00	\$16,093.00
								\$1,932,500.00	\$1,937,400.00	\$1,787,400.00	\$1,755,570.00	\$1,852,071.00	\$1,827,398.00
	3,335							\$3,134,000.00	\$3,130,900.00	\$2,900,900.00	\$2,790,870.00	\$2,933,354.00	\$2,926,989.00

## MAINE SCHOOL ADMINISTRATIVE DISTRICT # 6

Serving the Towns of Buxton, Hollis, Limington, Standish and Frye Island  
94 Main Street, Buxton, E 04093 Phone 207-929-3831 | Fax 866-646-9748



# Finance & Facilities Meeting - Preliminary Per-Pupil Allocations

## Item 5-C

### Projected Enrollments

MSAD 6 PER PUPIL ALLOCATION - FUNDING MODEL

#### 2024 - 2025 PROJECTED ENROLLMENTS

	PreK	K	GR1	GR2	GR3	GR4	GR5	PreK-5	GR6	GR7	GR8	GR6-8	GR9	GR10	GR11	GR12	GR9-12	PreK-12
BONNY EAGLE HIGH SCHOOL													242	262	278	257	1,039	1,039
BONNY EAGLE MIDDLE SCHOOL									252	245	226	723						723
BUXTON CENTER ELEM SCHOOL	32	85	84	90	90	83	85	549										549
EDNA LIBBY ELEM SCHOOL	32	73	72	73	62			312										312
GEORGE E. JACK ELEM SCHOOL						68	61	129										129
H. B. EMERY, JR ELEM SCHOOL	16	33	32	27	34	36	26	204										204
HOLLIS ELEM SCHOOL	16	42	41	44	39	44	50	276										276
STEEP FALLS ELEM SCHOOL	0	18	18	14	19	18	16	103										103
TOTALS								1,573				723					1,039	3,335

11/3/2023

MSAD 6 Student Enrollment October 2023	Data compiled from Synergy Student Membership Summary														
SCHOOL	Pre-K	K	Gr. 1	Gr. 2	Gr. 3	Gr. 4	Gr. 5	Gr. 6	Gr. 7	Gr. 8	Gr. 9	Gr. 10	Gr. 11	Gr. 12	TOTAL
BEHS											260	279	254	259	1052
BEMS								246	224	242					712
BCES	31	83	89	90	89	85	83								550
	2 Classrooms	6 Classrooms	5 Classrooms	5 Classrooms	5 Classrooms	5.5 Classrooms	5.5 Classrooms								0
Total															0
Edna Libby	32	70	74	62	69										307
	2 Classrooms	4 Classrooms	4 Classrooms	3 Classrooms	4 Classrooms										0
George E. Jack						60	80								140
						3.5 Classrooms	4.5 Classrooms								0
H. B. Emery, Jr.	15	32	27	35	37	26	36								208
	2 Classrooms	2 Classrooms	2 Classrooms	2 Classrooms	2 Classrooms	2 Classrooms	2 Classrooms								0
Hollis School	16	42	43	39	44	50	50								284
	1 Classroom	3 Classrooms	3 Classrooms	3 Classrooms	3 Classrooms	3 Classrooms	3 Classrooms								0
Steep Falls		17	14	18	18	11									78
	1 Classroom	1 Classroom	1 Classroom	1 Classroom	1 Classroom	1 Classroom									0
TOTALS	94	244	247	244	257	232	249	246	224	242	260	279	254	259	3331
June 2023	64	249	242	256	241	259	246	227	236	271	283	254	258	227	3313
June 2022	60	231	254	231	253	232	225	232	257	278	243	264	244	270	3274

# Finance & Facilities Meeting - Enrollment Projection Study

## Item 5-C

### Table from 2022-23 Enrollment Projection Study Prepared for MSAD 6 by Rebecca Wandell Consulting (Data used to determine Per-Pupil Allocations for FY25)

Appendix Table 7															
MSAD 6 Attending Enrollment (Resident & Non-Resident) - 2022-23 Best Fit Model															
Enrollment Projection Ranges (+/-5% and +/-10%) - October 1st Enrollment															
School Year	PreK-5			6-8			PreK-8			Grades 9-12			Total All Grades PreK-12		
	-10%	Proj.	+10%	-10%	Proj.	+10%	-10%	Proj.	+10%	-5%	Proj.	+5%	-Range	Proj.	+Range
2022-23*		1,527			735			2,262			1,021			3,283	
2023-24	1,382	1,535	1,689	636	707	778	2,018	2,242	2,467	985	1,037	1,089	3,003	3,279	3,556
2024-25	1,364	1,516	1,668	642	713	784	2,006	2,229	2,452	960	1,010	1,061	2,966	3,239	3,513
2025-26	1,350	1,500	1,650	646	718	790	1,996	2,218	2,440	941	990	1,040	2,937	3,208	3,480
2026-27	1,348	1,498	1,648	652	724	796	2,000	2,222	2,444	903	951	999	2,903	3,173	3,443
2027-28	1,355	1,506	1,657	626	696	766	1,981	2,202	2,423	882	928	974	2,863	3,130	3,397
2028-29	1,355	1,505	1,656	625	694	763	1,980	2,199	2,419	876	922	968	2,856	3,121	3,387
2029-30	1,342	1,491	1,640	621	690	759	1,963	2,181	2,399	894	941	988	2,857	3,122	3,387
2030-31	1,337	1,486	1,635	636	707	778	1,973	2,193	2,413	873	919	965	2,846	3,112	3,378
2031-32	1,357	1,508	1,659	617	685	754	1,974	2,193	2,413	858	903	948	2,832	3,096	3,361
2032-33	1,337	1,486	1,635	623	692	761	1,960	2,178	2,396	867	913	959	2,827	3,091	3,355
Enrollment Projection Ranges (+/-3%) - October 1st Enrollment															
School Year	PreK-5			6-8			PreK-8			Grades 9-12			Total All Grades PreK-12		
	-3%	Proj.	+3%	-3%	Proj.	+3%	-3%	Proj.	+3%	-3%	Proj.	+3%	-3%	Proj.	3%
2022-23*		1,527			735			2,262			1,021			3,283	
2023-24	1,489	1,535	1,581	686	707	728	2,175	2,242	2,309	1,006	1,037	1,068	3,181	3,279	3,377
2024-25	1,471	1,516	1,561	692	713	734	2,163	2,229	2,295	980	1,010	1,040	3,143	3,239	3,335
2025-26	1,455	1,500	1,545	696	718	740	2,151	2,218	2,285	960	990	1,020	3,111	3,208	3,305
2026-27	1,453	1,498	1,543	702	724	746	2,155	2,222	2,289	922	951	980	3,077	3,173	3,269
2027-28	1,461	1,506	1,551	675	696	717	2,136	2,202	2,268	900	928	956	3,036	3,130	3,224
2028-29	1,460	1,505	1,550	673	694	715	2,133	2,199	2,265	894	922	950	3,027	3,121	3,215
2029-30	1,446	1,491	1,536	669	690	711	2,115	2,181	2,247	913	941	969	3,028	3,122	3,216
2030-31	1,441	1,486	1,531	686	707	728	2,127	2,193	2,259	891	919	947	3,018	3,112	3,206
2031-32	1,463	1,508	1,553	664	685	706	2,127	2,193	2,259	876	903	930	3,003	3,096	3,189
2032-33	1,441	1,486	1,531	671	692	713	2,112	2,178	2,244	886	913	940	2,998	3,091	3,184

Notes: Based on October 1st Enrollment. Enrollment data contains all resident students attending district schools except 100% home schooled students and includes any non-resident students attending district schools. 2022-23 Best Fit Model Enrollment Projections for MSAD 6, Completed June 2023





# MAINE SCHOOL ADMINISTRATIVE DISTRICT #6

## Finance & Facilities Committee Meeting

### FINANCE & FACILITIES COMMITTEE

# Facilities Items

## **FACILITIES ITEMS**

### ITEM 6. FACILITIES DISCUSSION ITEMS

A - D/ Facilities Update – Adam Thibodeau

### ITEM 7. OTHER FACILITIES DISCUSSION/ACTION ITEMS

A. – D/A Other Facilities Discussion/Action Items

## Finance & Facilities Meeting Packet

Thursday, November 9, 2023

### MAINE SCHOOL ADMINISTRATIVE DISTRICT # 6

Serving the Towns of Buxton, Hollis, Limington, Standish and Frye Island  
94 Main Street, Buxton, E 04093 Phone 207-929-3831 | Fax 866-646-9748



# Finance & Facilities Meeting - Facilities Update

## Item 6-A

### Facilities Update - 11/09/23 Meeting

- BEMS - Install HC ramp from rear entrance/exit near SPED
- BEHS - Replace propane vaporizer
- BEHS - Replace RTU over athletics
- BCES - Repipe propane vaporizer. Currently not correct.
- JM - New Generator Start-up
- Warehouse - Installed old JM generator and transfer switch
- Composting - Met with Mark King (State) to review composting.
- Custodial Equipment Upgrades
  - BCES - New Tomcat ride-on scrubber
- FJ - Replaced broken window from student damage
- District Composting - BEMS
- Stadium Lighting - Replace all wiring harness
- Transportation - Diesel and Gas Storage Tanks - Need replacement
- Fall Sports - Continued field prep/Winter Shut-down
- Winter Prep - Sanders, plow, snowblowers, etc.



## MAINE SCHOOL ADMINISTRATIVE DISTRICT #6

### Finance & Facilities Committee Meeting

## FINANCE & FACILITIES COMMITTEE

# Adjournment

ITEM 5. D / A Other Finance Discussion/Action Items  
ITEM 7. D / A Other Facilities Discussion/Action Items

ITEM 8. ADJOURNMENT

Respectfully submitted  
William Brockman  
Business Manager of Finance & Operations

## Finance & Facilities Meeting Packet

### Thursday, November 9, 2023

## MAINE SCHOOL ADMINISTRATIVE DISTRICT # 6

Serving the Towns of Buxton, Hollis, Limington, Standish and Frye Island  
94 Main Street, Buxton, E 04093 Phone 207-929-3831 | Fax 866-646-9748

**Thank you  
For  
your participation**

**Any  
Questions?**

# Finance & Facilities Meeting CALENDAR for FY24

All REGULAR FINANCE AND FACILITIES MEETINGS will be held on the 2nd Thursday of the Month at the Central Office beginning at 3:00 pm

Warrant Preparation Dates:	Meeting Dates & Times	Warrant Review Dates:
07/07 - Warrants #23-27 Prepared 07/07 - Warrant #24-01 Prepared	<b>Wednesday, JULY 12TH</b> 4:00 pm- 5:30 pm	7/12 - Warrants for JUNE FY23 Reviewed (#23-24/#23-25/#23-26/#23-27)
07/21 - Warrant #23-28 Prepared 07/21 - Warrant #24-02 Prepared 08/04 - Warrant #24-03 Prepared	<b>Thursday, AUG 17TH</b> 3:00 pm- 4:30 pm	8/17 - Final Warrant for FY23 Reviewed Warrants for JULY FY24 Reviewed (#23-28/#24-01/#24-02/#24-03)
08/18 - Warrant #24-04 Prepared 09/01 - Warrant #24-05 Prepared	<b>Thursday, SEPT 14TH</b> 3:00 pm- 4:30 pm	9/14 - Warrants for AUG FY24 Reviewed (#24-04/#24-05)
09/15 - Warrant #24-06 Prepared 09/29 - Warrant #24-07 Prepared	<b>Thursday, OCT 12TH</b> 3:00 pm- 4:30 pm	10/12 - Warrants for SEPT FY24 Reviewed (#24-06/#24-07)
10/13 - Warrant #24-08 Prepared 10/27 - Warrant #24-09 Prepared	<b>Thursday, NOV 9TH</b> 3:00 pm- 4:30 pm	11/09 - Warrants for OCT FY24 Reviewed (#24-08/#24-09)
11/09 - Warrant #24-10 Prepared 11/22 - Warrant #24-11 Prepared	<b>Thursday, DEC 14TH</b> 3:00 pm- 4:30 pm	12/14 - Warrants for NOV FY24 Reviewed (#24-10/#24-11)
12/08 - Warrant #24-12 Prepared 12/22 - Warrant #24-13 Prepared	<b>Thursday, JAN 11TH</b> 3:00 pm- 4:30 pm	01/11 - Warrants for DEC FY24 Reviewed (#24-12/#24-13)
01/05 - Warrant #24-14 Prepared 01/19 - Warrant #24-15 Prepared	<b>Thursday, FEB 8TH</b> 3:00 pm- 4:30 pm	02/08 - Warrants for JAN FY24 Reviewed (#24-14/#24-15)
02/02 - Warrant #24-16 Prepared 02/16 - Warrant #24-17 Prepared	<b>Thursday, MAR 14TH</b> 3:00 pm- 4:30 pm	03/14 - Warrants for FEB FY24 Reviewed (#24-16/#24-17)
03/01 - Warrant #24-18 Prepared 03/15 - Warrant #24-19 Prepared 03/29 - Warrant #24-20 Prepared	<b>Thursday, APR 11TH</b> 3:00 pm- 4:30 pm	04/11 - Warrants for MAR FY24 Reviewed (#24-18/#24-19/#24-20)
04/12 - Warrant #24-21 Prepared 04/26 - Warrant #24-22 Prepared	<b>Thursday, MAY 9TH</b> 3:00 pm- 4:30 pm	05/09 - Warrants for APR FY24 Reviewed (#24-21/#24-22)
05/10 - Warrant #24-23 Prepared 05/24 - Warrant #24-24 Prepared	<b>Thursday, JUNE 13TH</b> 3:00 pm- 4:30 pm	06/13 - Warrants for MAY FY24 Reviewed (#24-23/#24-24)
06/07 - Warrant #24-25 Prepared 06/21 - Warrant #24-26 Prepared 07/05 - Warrant #24-27 Prepared 07/05 - Warrant #25-01 Prepared	<b>Thursday, JULY 11TH</b> 3:00 pm- 4:30 pm	07/11 - Warrants for JUNE FY24 Reviewed (#24-25/#24-26/#24-27/#25-01)

