

**SAD 15 & Union 29 Administration & Governance
Minutes
October 22, 2007**

Meeting held at Union 29 Central Office Conference Room, 6:30 PM

Members Present: Sandy MacDonald, *Gray*; Sherri Robinson, *Gray*; Colleen Quint, *Minot*; Dave Griffiths, *Mechanic Falls*; Kim Moody, *Poland*

Guests: Vickie Burns, Dennis Duquette & Terry Towle

Sandy opened meeting

Passed out: agenda

Governance options chart created by Colleen

Organization charts

Reviewed minutes and then discussed the goals for tonight's meeting.

A lot of discussion to start the meeting reviewing our recommendations of last meeting. Went over the RSU board that was discussed...weighted voting or not, size of board, how will we present our suggestions to the larger committee. Had a lot of dialogue about what the larger committee will be doing, how it will vote and make decisions; when our recommendations will go to communities and how they will vote. Went over the comparison chart that Colleen put together...we will use it to show our thought process and what we have come up with options for the RSU Board. All agreed that the comparison document provided a good summary of the committee's discussion. Everyone concurred with continuing to support the weighted vote recommendation.

Moved on to organizational charts and job descriptions that were provided. Was difficult to compare them and see what each school district currently has. Discussed how we would measure what is part of Central Office expenses. Terry recommended that we use the budget info provided by the State...the coding defines what falls under what part of the budget and the state breaks down everything. That will be much simpler and where we decided to start... We will get the info and look at everything that is listed as a central office expense and begin our comparison there. We will look job descriptions later.

*Will need to get reports on central office and administration reports. Admin costs are everything that is non-instructional.

Decided to come up with a goal for our group...what do we need to have done by 12/1/07?

- Need to come up with a leadership chart but have no idea what that is supposed to look like. Hoping that the state will have a template
- Will get information on district of comparable size to see how they run and to get an idea on the cost of running, (what does a region as large as our RSU look like?)
- Will try to breakdown the current costs of administration, (using budget info), and find the best way to restructure for greatest savings...get specific figures
- Look at the cost of technology and grants and find out what will happen to that money. Look at the tech schools we are using, PATHS & LRTC, and compare costs.
- Try to be creative in our solutions. Will look at all the details before making recommendations.

We had further discussion clarifying how each of our organizations currently work; how we establish policy now. Reviewed the way that the various boards ran in Union 29 and the Board in SAD 15...how many meetings each had, what each was in charge of, number of contracts, etc.

Need for next meeting:

- Accounting reports from Terry & Dennis. Will need to see administrative costs broken down...figure percentage per pupil; look at everything non-educational
- The organizational chart of districts with about 3500 students; look at administrative costs
- Any template from the state showing what they want units to look like

Next meeting 6:30 on Nov. 29 at the GNG Middle School. I will try to get the library and if not available will book a classroom

Adjourned