



Maine ASBO

<http://www.measbo.org/>

November 4, 2022
Meeting Agenda

Calumet Club
334 West River Road
August, Maine 04330
Wi-fi Network – Calumet5G
Password – calumet22

8:30 **Registration & Continental Breakfast**

9:00 **Board of Directors Welcome**

Welcome – Introductions
Board Chairman Report and Updates
Minutes – September 23, 2022
Treasurer's Report
Committee Reports

9:20 **Vendor Spotlight** – Tom Seekins, Energy Management Consultants

9:30 **Maine PERS** – Dave Jones – Maine PERS Specialist

Dave will provide a presentation about some of the key elements business managers need to know about properly classifying employees in Maine PERS and to help ensure there is not a misclassification which could cause a school district thousands of dollars. He will also provide updates on Maine PERS changes as well as ensure there is time for business managers to ask questions. We are excited to have Dave present and share this important session.

10:10 **Break**

10:20 **Cyber Security for Business Managers** – Jim Chasse – Maine MLTI Technology Infrastructure Specialist

Jim will be discussing the importance of having a well-defined cyber security plan as well as cyber security insurance. One cyber event could cost a school district significant money and loss of critical systems. Jim will be discussing how business managers can protect their district from such a catastrophic event and what role business managers play in mitigating this risk.

11:00 **Updates for ESEA Programs**– Cheryl Lang – ESEA Federal Programs Coordinator

The ESEA Federal Programs Team will be reviewing important information about all of the ESEA programs. Cheryl and her team will discuss how to ensure applications as well as year-

end reports are completed accurately and approved in a timely manner in order to avoid delays in using ESEA funds. The team will also discuss critical aspects in processing invoices through Grants4ME. There will be time to ask questions at the end of the presentation.

11:40 Ask the Maine ASBO Board of Directors

This is time for members to ask about topics or to provide suggestions to the Board of Directors

11:55 Closing Remarks and Future Meetings

12:00 Adjournment

Thank you to Tom Seekins and Energy Management Consultants for being our Breakfast Sponsor!

Attention Vendor Members! If you would like to sponsor a future meeting, please contact Colin Walsh at colinwalsh@rsu57.org. Vendor Sponsors will be given the opportunity for a "Vendor Spotlight" as part of the meeting you sponsor.

Maine ASBO

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September 23, 2022

Minutes

Carriage House Banquet & Catering
1119 Lisbon Street
Lewiston, Maine 04240

Attendees:

Colin Walsh	Dawn Pooler	Tina Plummer	Gabrielle Krol
Max Black	Haley McCrater	Terry Gauvin	Paula Gravelle
Michele Grant	Kristal Flagg	Laura Parker	Sybill Brewer
Stacie Field	Susan Bell	Lynn Gray	Adam Hanson
Stacey Webster	Kathy Bergeron	Sherry Moody	Jason Simcock
Sherrie Proctor	Diane Boucher	Minique Sullivan	Bridget Hopkins

8:30 Registration & Continental Breakfast

9:00 Board of Directors Welcome

- Welcome – Introductions
 - Colin Walsh opened the meeting at 9:00 and welcomed everyone to the first in-person meeting in over two years.
- Board Chairman Report and Updates
 - The board is trying to be flexible with meeting types. 4 large meetings are scheduled to be in person. Looking into ways to record the meetings and put them on the MEASBO website. The board will be hosting 1 ½ hour training sessions between the 4 scheduled half day meetings. These will be zoom sessions.
 - Thank you to the Carriage House for hosting the meeting.
 - Maine ASBO is officially a 501(c)3 organization. Structure has changed. Board members are elected by the general membership. As we are now recognized by the IRS, we can officially hire an executive director. The job description has been created and the job posting will be going out soon. Colin will step down as president/board chair once the executive director is hired.
 - Upcoming meetings:
 - 10/7/2022 MEASBO Drummond Woodsum Law Conference
 - 10/27-28/2022 MSMA Conference
 - 11/4/2022 MEASBO Calumet Club Augusta
 - 5/17-19/2022 Tri-State ASBO Vermont
- [Minutes, April 8, 2022](#)
- [Treasurer's Report](#)
- Committee Reports

9:20 Vendor Spotlight – Androscoggin Bank – Lena Hann

- Thank you to Lena and the entire team at Androscoggin Bank for being our Breakfast

Sponsor!

- Attention Vendor Members! If you would like to sponsor a future meeting, please contact Colin Walsh at colinwalsh@rsu57.org. Vendor Sponsors will be given the opportunity for a "Vendor Spotlight" as part of the meeting you sponsor.

9:30 Legislative Update – Tom Trenholm – Drummond Woodsum

Tom will present the latest in legislative news that affects business managers and Maine schools as well as provide insight into potential legislation that may be on the horizon in the next session.

- [Presentation attached.](#)

10:10 Break

10:30 Updates Regarding ESSER – Maine DOE Office of Federal Programs – Shelly Chasse Johndro and Monique Sullivan

Shelly and Monique will review the various requirements and deadlines for the ESSER grants as well as review the various compliance requirements for reporting, procurement and application amendments so that business managers can ensure their districts spend these monies appropriately.

- [Presentation attached.](#)

11:30 Updates from the Maine DOE Finance Department – Director of School Finance – Paula Gravelle

As the new Director of School Finance, Paula will go over the recent changes affecting Maine DOE finance as well as provide important insights into reporting deadlines and items which could affect the 2023-2023 ED-279 state subsidy calculation. This will be an important session for new and experienced business managers alike.

- [Presentation attached.](#)

11:40 Ask the Maine ASBO Board of Directors

This is time for members to ask about topics or to provide suggestions to the Board of Directors

12:20 Closing Remarks and Future Meetings

- Colin thanked everyone for coming stressing the importance of in-person networking and adjourned the meeting.

12:30 Adjournment

MeASBO TREASURER'S REPORT

As of September 30, 2022

9/1/2022 Beginning Balance \$ 62,104.45

Receipts:

9/9/2022 Membership Dues \$ 2,377.00

\$ 2,377.00

\$ 64,481.45

Expenditures:

9/14/2022 Ck 1241, The Carraige House Plus, Deposit
for 9/23/22 meeting \$ 200.00

9/23/2022 Ck 1242, The Carraige House Plus, 9/23/22 mtg \$ 770.40

9/21/2022 Electronic Pmt; Memberclicks LLC, Website \$ 4,862.03

Bank Fee (\$3 per month) \$ 3.00

\$ 5,835.43

9/30/2022 **Ending Balance** \$ 58,646.02

9/30/2022 **TD Bank** \$ 59,416.42

Difference 770.40

Ck 1242 for \$770.40 did not clear

Respectfully Submitted by Sherrie Proctor, Treasurer

10/26/2022