

Regional School Unit #19
****DRAFT** Improvement Plan**DRAFT****
August 3, 2016

1. Financial policy/procedure/practice improvements (in progress, short term goal)

- A. Employ a budget process to Prevent Financial Problems
 - a. Employ a realistic approach for projecting costs that reflects current practices and levels of programming
 - b. Involve administrators/directors in the budget development and deployment process
 - c. identify expenses/efficiencies that have the potential to reduce expenses without impacting student programs
 - d. Educate the board and public to the needs of the district
 - e. Provide the board and public with sufficient information to make informed decisions
 - f. Present financial information in as easily readable and understandable format as is possible
 - g. Work with member communities to insure the receipt of local assessment payments to RSU #19 by the 10th day of each month in order to meet cash flow demands
- B. Review spending practices (short term goal)**
 - a. Develop and incorporate a spending plan that aligns with projected cash flow
- C. Improve credit (short term goal)**
 - a. Create a plan to pay off current debt resulting from previous years overspending
 - b. Commitment to the spending plan by Board, district administrators and staff
 - c. Work with vendors to set up a payment plan
 - d. Communicate our intentions to vendors
- D. Audit (in progress)**
 - a. The district hired RKO, a top notch school/government auditing firm, in FY15
 - b. Continue to work with the auditors to instill best practices district-wide
- E. Review employee contracts/agreements (short/long term goal)**
 - a. Compare contracts/agreements with contracts/agreements from the region and State
 - b. Clean up ambiguous and outdated language
 - c. Work to eliminate unnecessary, outdated language resulting in unsound, inefficient and costly practices
 - d. Ensure that the current legal obligations/requirements are addressed (such as ACA requirements)

2. General (short/longer term goal)

- a. Run the business operations of the school district like a business
- b. Retain engaged and responsible leadership

- c. The business manager will work with the superintendent and policy committee to update the financial policies of the district
 - d. The business manager will develop an accounting manual for use district-wide (completion is dependent on work with the policy committee (see above))
- 3. Other (Longer term goals)**
- a. Comprehensive review of programs
 - b. Researching revenues to offset the expenditures
 - c. Reducing physical liabilities in year one (building)
 - d. Review combining positions in 3-4 years
 - e. Comprehensive plan for buildings and grounds
 - f. Market the district – return students to the district
 - g. Solicit ideas from town leaders on district improvements/keep communication open

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