

Minutes: DLR Shared Services Committee

Date: November 14, 2017

Time: 6:00 PM

Location: Downsview Central School Cafeteria

Attendees: Chris Towsley Rob Rhinehart Tim Maguire Loraine Reed
Bonnie Seegmiller Heather Kaja Janet Champlin Elliott Madison
Chris Hubert Kevin Callagy Shyla Carlson Mary Davis
Shirlee Davis Rosa Finkel Gary Dahlman Janice Phillips
Tim Bull Laurie Kuehn Kelly Hendrickson Jackie France
Public Guests: Sandy Shaver Simone Fontana
Brian LaTourette Chuck Dunlap

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Facilitator, Gray Stevens, opened the meeting at 6:10 PM by welcoming and thanking Committee members for their time and expertise. Introductions were made around the table and an attendance roster was circulated to collect contact information.

The purpose of the committee was reviewed and a reference sheet (attached) was distributed to provide:

- *The objective of the shared services effort
- *The motivation to find services to share in order to free up funds to then expand student opportunities
- *The general goals for the process
- *The functions of the Committee
- *The format of Committee meetings

Mr. Stevens and Superintendent Evans reviewed the items on the reference sheet and answered questions stressing transparency and clearly stating that the purpose of the Committee was to explore shared services, NOT to explore school mergers or consolidation.

Mr. Stevens handed out a list of services and programs already being shared between at least two of the schools and a few suggested services to be studied for sharing. The committee broke into three groups with at least one representative from each school. The three groups were asked to discuss and then add to the list of areas that could be studied for sharing. The purpose of this exercise was to generate as comprehensive a list as possible of areas to explore for sharing. The public was invited to participate in this exercise as well. After about 15 minutes each group reported back as to areas they had identified to add to the list. Mr. Evans encouraged those in attendance to contact him if they thought of any additional areas to add to the list in the next few days. The three group lists were gathered by Mr. Evans so that the original list could be updated and given back to the Committee.

Mr. Stevens led a discussion of the best time of day and best day of the week for the Committee to meet. It was determined that 6:00 PM on the third Tuesday of the month was the best time for the majority of the Committee. The next meeting will be held on January 16 at 6:00 PM in Livingston Manor. A list of monthly meeting dates will be distributed to the Committee members and posted for the public. While monthly meeting dates will be set, the Committee will likely not meet monthly. If there is no new business to come before it, the meeting for that month will be cancelled.

Mr. Evans expects to be notified of the grant application acceptance in late November or early December. The January 16 meeting will be used to organize a timeline of Committee work. Through discussion, it was decided that the following information will be disseminated to Committee members:

- *Handouts from the three Board meeting on October 24
- *Committee membership and contact information

*Revised list of current and potential shares
Meeting adjourned at 7:05 PM.

Respectfully Submitted

Gray Stevens