

**Hamilton-Wenham Regional School District Committee**

**Meeting of January 14, 2013**

**Minutes**

**CALL TO ORDER AND  
PLEDGE OF ALLEGIANCE:**

Roger Kuebel called the meeting to order at 8:30 p.m. in the Buker Multipurpose Room. The Committee and audience rose for the Pledge of Allegiance.

**PRESENT:**

Sean Condon, Kym Donnellan, Roger Kuebel (chair), Barbara Lawrence, Ann Minois, Larry Swartz, Bill Wilson (8:34)

**ALSO PRESENT:**

Dr. Michael Harvey, Superintendent; Dr. Celeste Bowler, Assistant Superintendent for Learning; Peter Gray, Assistant Superintendent for Finance and Administration

**ABSENT:**

Bill Dery, Sheila MacDonald

**CITIZENS' CONCERNS:**

None.

**SUPERINTENDENT'S REPORT:**

None.

**CHAIR'S REPORT:**

None.

**CONSENT AGENDA:**

None.

**COMMITTEE REPORTS:**

None.

**NEW BUSINESS:**

Discussion and vote on  
Tentative FY14 Operating Budget

R. Kuebel informed those present that the sole purpose of this meeting was to discuss and vote on a tentative FY14 operating budget, and that therefore, no discussion or action would occur regarding the standard agenda categories listed above in these minutes. He stressed that in past years, the Committee's first vote on a budget came at a time when that vote locked in a budget ceiling for the upcoming fiscal year, but that at this meeting the situation differed: following its vote at this meeting on a tentative budget, the Committee would have the discretion to adjust budget figures up or down prior to its formal vote on or about Feb. 13 to formally approve an FY14 budget.

Dr. Harvey said the summary spreadsheets distributed to members and available to the audience at this meeting detail an abridged, updated version of the preliminary budget he presented at a Committee meeting two weeks earlier. (The spreadsheets are appended to these minutes.) He mentioned these changes:

- salary lines are increased by \$80,000, as a result of continued examination of the current's year's budget to identify and resolve inconsistencies
- the special education transportation budget is decreased by \$40,000, as a result of a lower-than-expected bid for bus transportation services for special education students

In the updated version dated Jan. 11, 2013, the tentative adjusted general operating budget, after offsets, stands at \$27,180,483. The tentative capital debt service expense budget stands at \$709,670.

Action items:

- R. Kuebel asked Dr. Harvey to prepare budget documents that show spending by category, to make it clear which funds could be moved within a category without Committee review and approval, and when transfers would involve shifting funds from one category to another and therefore would require Committee approval.
- He requested also that gross capital debt figures appear in the budget, to match financial statements, and that reimbursements appear in the revenue statement.

**LARRY SWARTZ MADE A MOTION THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO PROPOSE THE TENTATIVE FY14 OPERATING BUDGET OF \$27,890,153 COMPRISED OF OPERATING EXPENSES OF \$27,180,483 AND CAPITAL DEBT SERVICE EXPENSES OF \$709,670 AS PRESENTED IN THE DOCUMENT ENTITLED "TENTATIVE FY14 BUDGET" DATED 1/11/13 AT THIS MEETING. KYM DONNELLAN SECONDED THE MOTION. THE MOTION PASSED 7-0-0-2.**

**OLD BUSINESS:**

None.

**ADJOURNMENT:**

**LARRY SWARTZ MADE A MOTION THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO ADJOURN. KYM DONNELLAN SECONDED THE MOTION. THE MOTION PASSED 7-0-0-2.**

The meeting adjourned at 8:40 p.m.

**DOCUMENTS AND EXHIBITS  
USED AT THIS MEETING:**

Hamilton Wenham Regional School District FY14 Budget  
Revenue/Assessment Summary dated 1/11/2013 (2 pages)  
Hamilton Wenham Regional School District FY14 Budget  
Assessment Calculation dated 1/11/2013 (1 page)  
Hamilton Wenham Regional School District 2012/2013 Capital  
Assessments dated 1/11/2013 (1 page)  
Hamilton Wenham Regional School District FY14 Budget

Summary by Site dated 1/11/2013 (2 pages)

Respectfully submitted,  
Ann Sierks Smith, School Committee recording secretary