

**Monadnock Regional School District
Budget Committee Meeting Minutes
September 26, 2023(Not Yet Approved)
MRMHS Library, Swanzey, NH**

Members Present: Dan Coffman, Wayne Lechluder, Robert Young, Nancy Carney, Jon Hoden, Adam Hopkins, Betty Tatro, School Board liaison and Richie HKS Thackston.

Absent: Edward Sheldon, Robert Audette, Anne Marie Osheyack, Doug Bersaw, Unassigned seat for Gilsum and Unassigned seat for Roxbury.

Also Present: J. Morin, Business Administrator and L. Aivaliotis, Recording Secretary

1. **Public Comments:** There were no public comments.

2. **Approval of Meeting Minutes:**

a. **August 29, 2023 Budget Committee Meeting Minutes: MOTiON:** J. Hoden **MOVED** to approve the August 29, 2023 Budget Committee Meeting Minutes as presented. **SECOND:** W. Lechluder. **VOTE:** R. Young-abstain and all members present-yes. **Motion passes.**

3. **Administration Report:**

a. **Transfer/expense:** J. Morin presented a budget transfer which had been approved at the last Board Meeting. The request is from C. Woods in the amount of \$122,000.00. This is for a Speech and Language Pathologist and a Speech and Language Pathologist Assistant. These positions will be covered by contracted services due to the fact the District is not able to fill those two positions. D. Coffman asked if the salary position would be cheaper or more expensive than the contracted service. J. Morin explained the salary is based on experience and if the employee would take a family health insurance plan or a single health insurance plan. This position is based on units of service and unfortunately there is an additional transfer that needs to be done. The Budget Committee is asking for the number of contracted service positions versus salaries and benefits in the district. She explained that a Reading Specialist is hard to find.

b. **Budget Tracking Report:** J. Morin sent the tracking report and the committee did not have any questions for her.

c. Monthly Financial Report: J. Morin provided the Monthly Expense Report to the committee. She explained that there were a number of items encumbered and that explains the low remaining balance in the budget. The out of district tuition was reduced when the budget was voted to be reduced and funds had to be encumbered for the increase. W. Lechluder asked about the Special Education Expendable Trust. The balance in the Special Education Expendable Trust is \$346,240.00 as of June 30, 2023. J. Morin explained you can only use those funds when everything is depleted and the whole budget is in a deficit. J. Morin explained there was a decline in the cost of out of district placement during COVID but after the numbers increased and as well as the cost of the transportation and the cost of the placements.

d. Unallocated Fund Balance Update: J. Morin reported that the 2022-23 unallocated fund balance is \$815,988.00. The Board voted to set aside \$240,000.00. The main purpose of these funds is to level out the spikes and dips in the tax rate. Next year will be the first payment on the bond. These funds can only be used for an emergency which has to be approved by the State. If they are not used they go back to the voters the next year.

e. Staffing

i. Vacancy Update: L. Walker sent an attachment to the Budget Committee Members regarding the number of vacancies. J. Hoden is impressed that there are only 16 vacancies left. J. Morin explained that there are services that we need to provide and if we can not fill the vacancies we need to contract those services. The District Wide Nurse will provide services in the District where a nurse is not provided.

4. School Board Liaison Comments:

a. Bond Next Steps Update: J. Morin reported that the District has received the bond funds.

b. Superintendent Search Update: B. Tatro reported that the committee met last night, worked on the job description for the Superintendent and the posting will be going out soon. D.Coffman asked if the committee discussed a sign on bonus, referral fee or financial encouragement.

c. Other Business: There was no other business.

5. **Superintendent Comments:** L. Walker sent a report with attachments to the committee prior to the meeting.
6. **Chairperson Comments:** A. Hopkins mentioned the School Board/Budget Committee Joint Meeting which will be coming up on November 18, 2023.
7. **Next Meeting Agenda:** The next meeting of the Budget Committee is on October 24, 2023. The committee will review contracted services versus hire cost.
8. **Public Comments:** There were no public comments.
9. **Motion to adjourn: MOTION:** W. Lechliden **MOVED** to adjourn the meeting at 7:37 PM. **SECOND:** J. Hoden **VOTE:** Unanimous for those present. **Motion passes.**

Respectfully submitted,

Laura L. Aivaliotis
Recording Secretary