

**Monadnock Regional School District
Budget Committee Meeting Minutes
August 24, 2021
MRMHS Library and Zoom, Swanzey, NH**

Members Present: Dan Coffman, Adam Hopkins, Phyllis Peterson, ia Zoom, Wendy Martel, Doug Bersaw, Ed Sheldon, Megan Foley via Zoom and Richard HKS Thackston.

Absent: Melissa Diven, Wayne Lechluder, Scott Peters, School Board Liaison and Wayne LaCoste.

Administration Present: L. Witte, Superintendent and J. Morin, Business Administrator.

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

2. **Approval of Meeting Minutes:**

a. **June 22, 2021 Budget Committee Meeting Minutes: Motion:** A. Hopkins **MOVED** to approve the June 22, 2021 Budget Committee Meeting Minutes as presented. **SECOND:** R. HKS Thackston **VOTE:** M. Foley-abstain, E. Sheldon-abstain, remaining members yes. **Motion passes.** A. Hopkins mentioned the July 27, 2021 meeting did not have a quorum, notes were taken and there is no need for a vote.

3. **Administration Report:**

a. **Budget Tracking Report Review:** The administration provided the Budget Tracking information to the Budget Committee prior to this meeting. J. Morin was present to answer any questions. D. Bersaw asked about the end of the year surplus. J. Morin explained there was really not a big change. There were a few expenses. The committee received information regarding the bids for the 4 new classrooms at the MRMHS. DEW Construction was awarded the project.

b. **What major transfers occurred since the last meeting?** There were no major transfers since the last meeting.

c. **What major expenses are anticipated for next month?** There are no major expenses anticipated for next month.

4. July Meeting carry forward:

a. 12 Month Grant Funding Project Plan: L. Witte explained the various grants to the committee. She explained the Entitlement Grants are to be applied for by the District. If the District does not spend all the funds they will go back to the Federal Government. These grants are not competitive grants. There are certain requirements as far as how and what the funds can be spent on. J. Rathbun is in charge of the grants and the applications. This is a significant part of J. Rathbun's position. The District also has a person who does the grant reporting aspect of the grant. **W. Martel arrives.** C. Woods is in charge of the Special Ed. grants and F. Ashworth is in charge of the Title 4A grant but supervised by J. Rathbun.

5. Elementary School Walk-throughs:

- a. Saturday August 28, 9AM Troy and Emerson**
- b. Tuesday August 31, 7PM Mt. Caesar:**
- c. Thursday September 2, Gilsum STEAM Academy:** J. Morin reviewed the dates and times for the elementary school tours. K. Barker and Associates will be conducting the walk-throughs.

6. Superintendent Comments: L. Witte explained she will be discussing cyber security with the staff prior to the first day of school. The District has the ability to see every site the student visits.

7. School Board Liaison to BC Comments: S. Peters not in attendance.

8. Budget Committee Liaison to CIP Comments: E. Sheldon said he has not attended a meeting recently but hopes to attend the walk-throughs. He would encourage the Budget Committee Members to attend also

9. Chairperson Comments: A. Hopkins explained he has received a resignation from M. Diven. He spoke to W. Lechlinder and he said the Swanzey reps. on the Budget Committee appoint a replacement until March. At the March elections the person appointed could run for that position which would then be for a 2-year position. A. Hopkins would ask for a name from the Swanzey members at the next meeting.

10. Upcoming BC Work:

a. Default Budget Review (ETA?) A. Hopkins commented the Default Budget will be in the book to review.

b. Joint BC/SB meeting (date?) A. Hopkins confirmed the Joint Budget Committee/Board Meeting will be on November 13 at 10:00 AM. The committee should expect to pick up the budget books on the Friday prior to that meeting at the SAU.

c. Contract review (Nov/Dec): The MDEA contract is currently being negotiated. The Budget Committee would like to review the contract in November or December if it is available. A. Hopkins reviewed the dates for the Public Hearing and the Deliberative Session.

11. Setting Next Meeting Agenda (9/28)

a. Swanzey Budget Committee name

12. Public Comments: L. Witte was asked to provide page one and page two of the grants on a regular basis. L. Witte explained the information changes every day and is 25 pages long. She explained that not much has changed. It was asked to have the administration provide a summary of what is going on with the COVID funds. L. Witte explained the grant funds do not impact the operating budget. The DOE website has all of the information on the grants. She said this does not impact the operating budget. The focus of the Budget Committee is the operating budget. D. Coffman would like an update every 8 weeks. The HVAC system was mentioned. L. Witte said that is a Board related issue. D. Coffman is concerned that there are items that will end up in the budget. He is asking for information on what is going on because there are big items that we have been reimbursed for. L. Witte will print out what was discussed but not a new report. R. HKS Thackston asked what is stopping D. Coffman from printing out the information off the website. D. Coffman said it is customary to have the administration bring the information. R. HKS Thackston said they do not want to do it. D. Coffman said the administration should do it. W. Martel explained you can go on the website and see the CARES funds. L. Witte said the grants are on the website. It was commented that there will be a motion at the next meeting regarding the information being asked for by the administration. L. Witte said she is here to talk about the operating budget. D. Coffman said he is here to judge how she does the job of the 32 million in funds.

L. Witte explained the Board voted to require masks in the school buildings due to the moderate level of COVID cases. W. Martel asked about the percentage of staff who are vaccinated. L. Witte explained over 90% of the staff are vaccinated.

D. Coffman commented on the cost per pupil in our District. He said 5 years ago we were 20% above the State and now we are 8%. He would like to acknowledge and appreciate the trend. He would like people to know the significant drivers for the reduction. He would also like to have the Budget Committee information from L. Sutton on the Friday before the meeting not the day before the meeting. D. Coffman would like to have open dialogue relative to the grant information. So this body can understand it in order to keep the public informed.

L. Witte commented that if the committee asks for the information, trust that she knows what she is talking about.

13. Motion to adjourn: MOTION: D. Bersaw **MOVED** to adjourn the meeting at 7:53 PM. **SECOND:** R. HKS Thackston **VOTE:** Unanimous for those present. **Motion passes.**

Respectfully submitted,

Laura L. Aivaliotis
Recording Secretary