

**Monadnock Regional School District
Budget Committee Meeting Minutes
May 26, 2020
ZOOM Meeting, Swanzey, NH**

Members Present: Wayne Lechliden, Dan Coffman, Wayne LaCoste, Jillian Exel, Adam Hopkins, Meghan Foley, Edward Sheldon and Richard HKS Thackston. **Absent:** Douglas Bersaw, JoAnne Daris, Brian Bohannon, School Board Rep., Phyllis Peterson, Open Seat Gilsum and Open Seat Roxbury.

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

Also Present: L. Aivaliotis, Recording Secretary.

1. Approval of the April 28, 2020 Budget Committee Meeting Minutes:

MOTION: W. Lechliden **MOVED** to approve the April 28, 2020 Budget Committee Meeting Minutes as present. **SECOND:** D. Coffman.

DISCUSSION: S. Peters noticed in the minutes L. Steadman had voted. He explained B. Bohannon is the School Board liaison. It was explained that B. Bohannon and L. Steadman were not sure who the liaison was. It would not change the vote. Accept the minutes as presented. **VOTE:** Unanimous for those present. **Motion passes.**

2. School Board Chair Scott Peters:

a) MRSD School Board Goals for coming year: S. Peters explained the School Board Goals. It is more of a focused approach on goal setting and communication. A heads up on what is coming your way. We have established policies to guide the committees. The committees have looked at the goals from last year to see how they did. The new committees have updated their charters, established committee goals and a Board goal. The Board in turn approved them at the May meeting. We have a mission, vision and goals. This is how we operate. The Negotiations Committee is protected under an RSA. They are able to meet in non-meetings with the Board's attorney. We have three contracts to negotiate this year. The Board would like to have all three contracts pass. He asked the Budget Committee what they would like in regards to the contracts. S. Peters explained where the Budget Committee would be able to find the information on the charters, goals and Board goals on the website. He also showed the committee dates from the goals and how they will be communicated to this committee. He would like to ask this committee for a dedicated time to explain the CIP in October. He said the core of the CIP is the elementary school option. He reviewed a year to year chart, simply an example, in the event certain things are passed by the voters. A. Hopkins commented that the information presented is fantastic. He is happy to see the detail and the in depth plan. W. LaCoste also commented on the

presentation and that this has been the most planned ever. S. Peters explained in his profession he is a planner. He is asking the committees to do this structure and do the work. It is his influence but they are doing the work. He said the goals are very ambitious. He is not sure they will be able to get information with what is going on now in regards to Covid-19 from the State. W. LaCoste said great work. W. Lechluder and A. Hopkins also thanked S. Peters for the nice job. A. Hopkins will have a presentation from the Finance/Facilities on the October agenda.

3. Administration Report:

a) Follow up on 4.28 meeting items:

a. Update on new transportation contract, define “significant increase”: J. Morin explained the bus contract has not been finalized in all areas. The lowest bid is higher than the 8-10% increase. We have not finalized and we do not have the contract. J. Morin explained we are continuing to pay the bus company in order to keep the drivers for the Fall but the company has reduced the cost of fuel. Other districts are doing the same. D. Coffman asked about the savings individuals are receiving from the insurance companies and asked if that is reflected with the bus company. J. Morin said she will look at that. The bus company has given an increase to the drivers in order to retain them. W. Lechluder asked if there was talk about the late buses during negotiations. L. Witte explained the Board has maintained the late buses and it has not been an item of discussion. W. Lechluder would like to discuss this during the budget articles.

b. Update on Cutler and Emerson budget-will they overspend budget, why?: J. Morin explained Cutler hired a nurse for a student. The nurse was a contractual service before which was in the district line and is now in the appropriate school line. Two budget transfers were voted on by the Board for Emerson and Cutler. This is putting the salaries and benefits in the appropriate line.

c. Possible to add a historical/average or where we should be in a particular month metric to the monthly expense report: J. Morin reported she is working on this but has a limited amount of columns. Hopefully she will have this information for the next school year. E. Sheldon thanked J. Morin for her efforts.

d. Dollarize GMR savings and transportation: J. Morin explained there is no contract on the transportation. The GMR savings is anticipated to be about \$83,900.00. Staffing changes have been completed but the amount depends on where the new staff comes in. B. Tatro asked about the District negotiating with other districts on the bus contract. J. Morin said we did. There was a pre bid meeting with 5 interested companies but we received multiple bids but not 5.

J. Morin explained the new business office software was put in place on January 1, 2020. It went very well. We are still working on getting the Student Activities at the

individual school component. The staff are seeing the benefits. The accounts payables are now being done by the secretaries at the individual schools. The software company has been great to work with.

4. Budget Oversight:

a) MRSD Monthly Expense Report: The monthly expense report is current. The salaries and benefits have been encumbered. There is a 1.3-million-dollar balance remaining.

b) What major transfers occurred since the last meeting?: J. Morin had explained the two transfers earlier in the meeting for Emerson and Cutler.

c) What major expenses are anticipated for next month?: D. Coffman asked if there are any expenditures in regards to remote learning. J. Morin explained the students have the one to one Chromebooks and we have Chromebook carts. She is not seeing any significant expenditures. Some Chromebooks may need to be repaired when the students return them. There might be a cost. There is also a balloon payment for the teacher's retirement.

5. Superintendent's Comments: L. Witte was happy to report that Food Service is providing between 650-700 meals a day for the children in the district. As of May 18, 2020 the district has provided 22,314 meals to the students. The need is there and it is amazing that we have the ability to meet the need. J. Morin explained we would not provide as many meals if the students were in school. All of the meals are free to all students. L. Witte reported an anonymous donor has paid the delinquent balances of the seniors. Letters are going out to those that need to be caught up but we are sensitive to the families in the current situations. J. Morin explained there are other districts that are giving out free lunches as well. There are waivers to allow districts to do this. L. Witte explained this program is a financial necessity and a need for some normalcy. J. Morin explained people are able to sign up for free and reduced lunch online for this coming school year. W. LaCoste asked for an end date for the free lunch. J. Morin explained the current sites will continue until June 12 and after the Seamless Summer Option will begin with locations at Troy and Cutler. All district students are able to receive free meals at these two locations. The Seamless Summer Option will continue through the first part of August.

J. Morin explained we have CARES money coming in for the hot spots, Chromebooks and learning software. J. Rathbun had secured hot spots for students in need during remote learning through the grant. L. Witte explained CARES is an entitlement grant based on free and reduced lunch numbers. It is not a competitive application process. W. LaCoste asked why not ask the families to pay for the repair cost of the Chromebooks. J. Morin explained that is a good question. There are families that need the Chromebooks to access education. These are unprecedented times. She is not sure

the families signed an agreement. D. Coffman commented if we do not ask we will not get.

J. Morin was asked about the bus drivers. J. Morin explained the drivers are a contracted service, they are unionized and not our employees. She explained we may need additional bus services with social distancing. We do not know what to expect. The bus company has been great with help. There will be discussions over the summer on what the Fall might look like.

6. Budget Committee Schedule: The Budget Committee has decided to schedule their next meeting on Wednesday, June 24, 2020. **MOTION:** W. Lechliden **MOVED** to schedule the next Budget Committee Meeting on Wednesday, June 24, 2020. **SECOND:** D. Coffman. **VOTE:** Unanimous for those present. **Motion passes.** A. Hopkins will ask L. Sutton to put it on the calendar.

7. School Board Liaison: B. Bohannon is not in attendance. A. Hopkins asked S. Peters if he had anything else to report. He said no.

8. Chairperson Comments:

a) New Agenda Item-BudCom 101:A. Hopkins explained he and J. Exel sent out a google form for input from the members regarding information that might help the members on this committee. He would set aside a portion on the meeting to review information. There are possible webinars from the NHSBA that might be available and helpful. He has received information on some of the webinars from L. Steadman and he will send them out to the entire committee.

a. Budget Committee Bylaw Review: The Budget Committee Bylaws are on the website. He would like the members to take a look and bring back any information, questions or suggestions to the June meeting.

b. RSA 32 Budget Law: This document is helpful information for the members to have

c. RSA 91A (Right to Know): This document is helpful information for the members to have.

d. Other: The committee was interested in other topics such as Budget Committee and School Board relationship, Default Budget Laws, SB1 versus SB2, history of MRBC, is the Budget Committee able to set the deadlines to receive the contracts and budget to review and rules and responsibilities of the Budget Committee.

9. Next Meeting's Agenda:

1. Meal Count

2. CARES Funds

3. **Update on Software Program**
4. **Chromebook Inventory-Repair?-Dollar Amount**

W. LaCoste asked the return date of the Chromebooks. J. Morin is not 100% sure. This is the last week of school and the staff will continue to work. The staff will need to determine who will need the Chromebooks throughout the summer.

10. Public Comments: There were no public comments.

11. Motion to adjourn: MOTION: D. Coffman **MOVED** to adjourn the meeting at 8:27 PM. **SECOND:** W. LaCoste **VOTE:** Unanimous for those present. **Motion passes.**

Respectfully submitted,

Laura L. Aivaliotis
MRSD Recording Secretary