TIMBERLANE REGIONAL SCHOOL DISTRICT

Serving the communities of Atkinson, Danville, Plaistow and Sandown

Public Hearing on 2024-2025 Budget Appropriations

The supplemental budget package is available at

https://www.timberlane.net/ under Budget and Warrant Public Hearing Information

TIMBERLANE REGIONAL SCHOOL DISTRICT

Serving the communities of Atkinson, Danville, Plaistow and Sandown

Mission Statement

The Mission of the Timberlane Regional School District is to engage all students in challenging and relevant learning opportunities, emphasizing high aspirations and personal growth

TIMBERLANE REGIONAL SCHOOL DISTRICT

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Budget Committee

Atkinson
Julie Hammond (2026)
Kathryn Consalvo (2024)

Danville
Sabrina Alberg (2026)
Kristi Auclair (2025)

Plaistow
Sue Sherman (Chair, 2025)
Michael Mascola (Vice-Chair, 2024)
Liz Kosta (2026)

Sandown
Karen White (2024)
Sierra Dolce (2025)

School Board Representative
Mark Sherwood (2025)

TIMBERLANE REGIONAL SCHOOL DISTRICT

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School Board

Atkinson
Jack Sapia (2026)
Donald Woodworth (2024)

Danville
Brienna Woodworth (2026)
Kim McCormick (2025)

Plaistow
Kristin Savage (Vice-Chair, 2025)
Katie Knutsen (Chair, 2024)
Shauna Manthorn (2026)

Sandown
Mark Sherwood (2025)
Paul LeCain (2024)

TIMBERLANE REGIONAL SCHOOL DISTRICT

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Agenda

- **Meeting Purpose and Rules**
- **First and Second Sessions of Annual Meeting**
- **Article 1**: Election of Officers
- **Article 2**: Operating Budget (including review of budget process)
- **Article 3**: Three Year Collective Bargaining Agreement (Timberlane Teachers' Association)
- **Article 4**: Authorization for Special Meeting on Cost Items
- **Article 5**: Capital Reserve Fund by Surplus
- **Article 6**: General Acceptance of Reports
- **Article 7:** Amendment to Administrators Union CBA

Agenda Continued

- **Article 8:** Amendment to CBA for Technology Staff
- **Article 9:** Authorization for Special Meeting on Cost Items
- **Article 10:** Tax Impact Statement by Petition

TIMBERLANE REGIONAL SCHOOL DISTRICT

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Purpose of Public Hearing

- To present the preliminary proposed 2024-2025 TRSD budget appropriations to the public
- To allow for public testimony and questions on the budget prior to finalization by the Budget Committee
- After Public Hearing, the Budget Committee will finalize the budget for presentation at the Deliberative Session
- Only Budget Committee members may make motions to change the budget at the public hearing

Meeting Ground Rules

- Silence phones
- Stand at the microphone if you wish to speak
- Please wait to be recognized before speaking
- State your name and your Town for the record
- Be respectful
- Profanity, personal attacks, rude or slanderous remarks will not be tolerated
- Offenders will be asked to leave the meeting

Meeting Ground Rules (continued)

- Comments shall be limited to the topic at hand
- Speakers will be allotted up to 5 minutes to make their statement
- Allow those who have not spoken an opportunity to do so before offering additional comment
- If you are requesting to speak for the second time it must be to discuss something new and not a repetition of previous comments
- The Chair reserves the right to discontinue comment on a topic in order to move the meeting along

TIMBERLANE REGIONAL SCHOOL DISTRICT

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First Session of Annual Meeting (Deliberative)

You are hereby notified to meet at the Timberlane Performing Arts Center, 40 Greenough Road, Plaistow, New Hampshire, on Thursday, the 8th day of February 2024, at 7:00 p.m. This session shall consist of explanation, discussion, and debate of warrant articles number 2 through number 10. Warrant articles may be amended subject to the following limitations: (a) warrant articles whose wording is prescribed by law shall not be amended, (b) warrant articles that are amended shall be placed on the official ballot for a final vote on the main motion, as amended, and (c) no warrant article shall be amended to eliminate the subject matter of the article.

Second Session of Annual Meeting (Voting)

Voting on warrant articles number 1 through number 10 will be conducted by official ballot to be held in conjunction with town meeting voting to be held on Tuesday, the 12th day of March 2024, at the Town election polls in Atkinson, Danville, Plaistow, and Sandown, New Hampshire.

- Atkinson — Voting will be conducted at the Atkinson Community Center from 7am-8pm
- Danville — Voting will be conducted at the Danville Community Center from 8am-8pm
- Plaistow — Voting will be conducted at the Plaistow Fish and Game Club from 7am-7pm
- Sandown — Voting will be conducted at the Sandown Town Hall from 8am-8pm

Article 1 – Election of Officers

To choose the following school district officers:

Atkinson Voters	School Board Member	3-Year Term
Plaistow Voters	School Board Member	3-Year Term
Sandown Voters	School Board Member	3-Year Term
Atkinson Voters	Budget Committee Member	3-Year Term
Plaistow Voters	Budget Committee Member	3-Year Term
Sandown Voters	Budget Committee Member	3-Year Term

Article 2 – Operating Budget

Shall the voters of the Timberlane Regional School District raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling **$89,120,265**? Should this article be defeated, the operating budget shall be **$89,585,373** which is the same as last year, with certain adjustments required by previous action of the Timberlane Regional School District or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. Note: Warrant Article 2 (the operating budget) does not include appropriations proposed under any other warrant articles. (MAJORITY VOTE REQUIRED)

Budget Process

- Developed in accordance with applicable NH Statutes
  - RSA's 32, 33, & 195
- Incorporation of the Budget Committee's Mission Statement
  - The Budget Committee will develop a fiscally sound annual budget that will optimally meet the needs of the District, by working with District personnel and in consultation with the School Board. Throughout the budget process, the Budget Committee will take into consideration district taxpayers as well as support for staff, rigor, evaluation and accountability initiatives that drive student achievement.

Budget Process (continued)

- Review of actual expenditures in prior years
- Consideration for staffing and enrollment projections
- Deliberation of capital improvements requested within the Capital Improvement Plan (CIP)
- Collaboration with Administrators, Department Heads, Teachers, and others

Budget Overview

2023 – 2024 Voted Budget:	$87,046,915
2024 – 2025 Proposed Budget:	$89,370,265
Net Change:	$ 2,323,350
% Change:	2.7 %

Budget Drivers

- **Benefits:** $902K
- **Special Education:** $545K
- **Salaries :** $325K
- **Equipment:** $176K
- **Professional Services:** $155K
- **Food Service:** $134K
- **Info Access Fees:** $109K
- **Maintenance & Repairs:** $70K
- **Supplies:** $30K
- **Utilities:** ($123K)

TIMBERLANE REGIONAL SCHOOL DISTRICT

Serving the communities of Atkinson, Danville, Plaistow and Sandown

Salaries & Benefits Budget by Object Code

Object Code		FY2025 Proposed	FY2024 Voted	Variance
1XX	Total Salaries	39,041,007	38,488,044	552,963
210	Group Insurance	13,785,781	13,590,680	195,101
220	FICA	3,001,038	2,930,143	70,895
231	Non-teacher Retirement	1,268,024	1,237,372	30,652
232	Teacher Retirement	5,748,584	5,348,952	399,632
240	Tuition Reimbursement	244,500	244,500	-
250	Unemployment Compensation	30,000	30,000	-
260	Workers' Comp Insurance	242,283	267,420	(25,137)
290	Other Employee Benefits	82,500	82,500	-
Subtotal Salaries & Benefits		**63,443,718**	**62,219,611**	**1,224,107**

TIMBERLANE REGIONAL SCHOOL DISTRICT

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Expenses Budget by Object Code

Object Code		FY2025 Proposed	FY2024 Voted	Variance
310	Official/Admin Services	45,000	40,000	5,000
320-340	Professional Services	3,241,933	2,071,611	1,170,322
410	Water/Sewer/Septic	76,500	74,500	2,000
420	Cleaning Services	305,000	290,075	14,925
422	Snow Removal	12,000	12,000	-
430	Repair and Maintenance	1,149,915	1,067,967	81,948
450	Construction Services/Buildings	1,892,200	1,892,200	-
490	Other Purchased Property Serv.	10,000	9,000	1,000
519	Student Transportation	4,441,112	4,454,596	(13,484)
520	Insurance	249,637	234,058	15,579
531-532	Telephone / Comm.	154,282	150,240	4,042
534	Postage	9,200	6,300	2,900

TIMBERLANE REGIONAL SCHOOL DISTRICT

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Expenses Budget by Object Code

Object Code		FY2025 Proposed	FY2024 Voted	Variance
540-550	Printing/Advertising	21,039	16,514	4,525
56X	Tuition	3,825,000	4,430,000	(605,000)
580	Travel/Workshops	58,900	69,320	(10,420)
610	Supplies	1,463,467	1,434,308	29,159
62X	Utilities/Energy	997,000	1,120,000	(123,000)
640-650	Books/Info Resources & Software	1,300,765	1,107,835	192,930
73X	Equipment	976,633	800,155	176,478
830-910	Bond Principal & Interest	2,061,000	2,061,000	-
880-890	Miscellaneous Expense	291,652	275,810	15,842
930	Fund Transfer (offset by revenue)	3,344,311	3,209,814	134,497
Subtotal Operating Expenses		**25,926,547**	**24,827,304**	**1,099,243**

Total Expenses	**89,370,265**	**87,046,915**	**2,323,350**

Operating Budget

Public Comment on Proposed Operating Budget

Default Budget Overview

2023 – 2024 Voted Budget:	$87,046,915
2024 – 2025 Default Budget:	$89,835,373
Net Change:	$ 2,788,458
% Change:	3.2 %

Budget Drivers

- **Special Education: $1.0M**
- **Salaries Increase: $746K**
- **Benefits: $568K**
- **Transportation: $265K**
- **Food Service: $134K**
- **Professional Services: $128K**
- **One Time Budget Items: ($90K)**

Default Budget (prepared by School Board)

RSA 40:13, IX (b) "Default budget" as used in this subdivision means the amount of the same appropriations as contained in the operating budget authorized for the previous year, reduced and increased, as the case may be, by debt service, contracts, and other obligations previously incurred or mandated by law, and reduced by one-time expenditures contained in the operating budget and by salaries and benefits of positions that have been eliminated in the proposed budget. For the purposes of this paragraph, one-time expenditures shall be appropriations not likely to recur in the succeeding budget and eliminated positions shall not include vacant positions under recruitment or positions redefined in the proposed operating budget, as determined by the governing body, unless the provisions of RSA 40:14-b are adopted, of the local political subdivision. In calculating the default budget amount, the governing body shall follow the statutory formula which may result in a higher or lower amount than the proposed operating budget.

RSA 40:13, IX (c) "Contracts" as used in this subdivision means contracts previously approved, in the amount so approved, by the legislative body in either the operating budget authorized for the previous year or in a separate warrant article for a previous year.

TIMBERLANE REGIONAL SCHOOL DISTRICT

Serving the communities of Atkinson, Danville, Plaistow and Sandown

Default Budget

New Hampshire
Department of
Revenue Administration

2024
MS-DSB

DRAFT
DEFAULT BUDGET NOT SUBMITTED
THIS COPY FOR REVIEW PURPOSES ONLY

Appropriations

Account	Purpose	Prior Year Adopted Budget	Reductions or Increases	One-Time Appropriations	Default Budget
Instruction					
1100-1199	Regular Programs	$20,456,594	$367,747	$0	$20,824,341
1200-1299	Special Programs	$12,772,350	$809,298	$0	$13,581,648
1300-1399	Vocational Programs	$152,000	$0	$0	$152,000
1400-1499	Other Programs	$1,030,225	$72,272	$0	$1,102,497
1600-1699	Adult/Continuing Education Programs	$151,567	$680	$0	$152,247
	Instruction Subtotal	**$34,562,736**	**$1,249,997**	**$0**	**$35,812,733**
Support Services					
2000-2199	Student Support Services	$3,940,904	$507,829	$0	$4,448,733
2200-2299	Instructional Staff Services	$1,306,960	$15,257	$0	$1,322,217
	Support Services Subtotal	**$5,247,864**	**$523,086**	**$0**	**$5,770,950**

TIMBERLANE REGIONAL SCHOOL DISTRICT

Serving the communities of Atkinson, Danville, Plaistow and Sandown

Default Budget

New Hampshire
Department of
Revenue Administration

2024

MS-DSB

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Appropriations

Account	Purpose	Prior Year Adopted Budget	Reductions or Increases	One-Time Appropriations	Default Budget
General Administration					
2310-2319	Other School Board	$360,131	$4,500	$0	$364,631
	General Administration Subtotal	**$360,131**	**$4,500**	**$0**	**$364,631**
Executive Administration					
2320-2399	All Other Administration	$1,275,941	$189,917	$0	$1,465,858
2400-2499	School Administration Service	$3,292,514	$207,551	$0	$3,500,065
2500-2599	Business	$448,820	$5,000	$0	$453,820
2600-2699	Plant Operations and Maintenance	$5,661,047	$123,829	($50,000)	$5,734,876
2700-2799	Student Transportation	$4,454,596	$264,516	$0	$4,719,112
2800-2999	Support Service, Central and Other	$24,375,864	$152,363	($40,000)	$24,488,227
	Executive Administration Subtotal	**$39,508,782**	**$943,176**	**($90,000)**	**$40,361,958**

TIMBERLANE REGIONAL SCHOOL DISTRICT

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Default Budget

New Hampshire
Department of
Revenue Administration

2024

MS-DSB

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Appropriations

Account	Purpose	Prior Year Adopted Budget	Reductions or Increases	One-Time Appropriations	Default Budget
Non-Instructional Services					
3100	Food Service Operations	$0	$77,590	$0	$77,590
	Non-Instructional Services Subtotal	**$0**	**$77,590**	**$0**	**$77,590**
Facilities Acquisition and Construction					
4200	Site Improvement	$150,000	$0	$0	$150,000
4600	Building Improvement Services	$1,892,200	$0	$0	$1,892,200
	Facilities Acquisition and Construction Subtotal	**$2,042,200**	**$0**	**$0**	**$2,042,200**
Other Outlays					
5110	Debt Service - Principal	$746,341	$0	$0	$746,341
5120	Debt Service - Interest	$1,314,659	$0	$0	$1,314,659
	Other Outlays Subtotal	**$2,061,000**	**$0**	**$0**	**$2,061,000**

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Default Budget

New Hampshire
Department of
Revenue Administration

2024

MS-DSB

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Appropriations

Account	Purpose	Prior Year Adopted Budget	Reductions or Increases	One-Time Appropriations	Default Budget
Fund Transfers					
5220-5221	To Food Service	$1,636,702	$80,109	$0	$1,716,811
5222-5229	To Other Special Revenue	$1,377,500	$0	$0	$1,377,500
5251	To Capital Reserve Fund	$250,000	$0	$0	$250,000
	Fund Transfers Subtotal	**$3,264,202**	**$80,109**	**$0**	**$3,344,311**
	Total Operating Budget Appropriations	**$87,046,915**	**$2,878,458**	**($90,000)**	**$89,835,373**

TIMBERLANE REGIONAL SCHOOL DISTRICT

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Default Budget

New Hampshire
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Revenue Administration

2024

MS-DSB

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Reasons for Reductions/Increases & One-Time Appropriations

Account	Explanation
1600-1699	Salary Increases per CBA
2320-2399	Salary Increases per CBA
2500-2599	Medicaid billing services for special education students
3100	Salary Increases per CBA
2200-2299	Salary Increases per CBA
1400-1499	Salary Increases per CBA
2310-2319	Contractual legal fees for required services
2600-2699	Salary Increases per CBA and one time vehicle purchase
1100-1199	Salary Increases per CBA
2400-2499	Salary Increases per CBA
1200-1299	Salary Increases per CBA and professional service fees increase for required services
2000-2199	Salary Increases per CBA and professional service fees increase for required services
2700-2799	Contractual increase in transportation
2800-2999	Increase in employee benefits and one time decrease in equipment
5220-5221	Salary Increases per CBA

Default Budget

Public Comment on Default Budget

Revenue Budget

Timberlane Regional School District
FY2025 Proposed Revenue Budget

Account	Description	FY2025 Proposed *	FY2024 Voted *	FY2023 Actual	FY2022 Actual
Local Revenue					
0770	Unassigned Fund Bal.	$1,000,000	$1,000,000	$1,608,709	$3,625,116
1310	Reg Day Tuition	410,000	450,000	779,265	630,877
1510	Earned Income	45,000	45,000	233,503	11,490
1600	Food Service	800,000	800,000	998,756	245,905
1990	Other Local Revenue	100,000	100,000	636,564	1,498,214
5223	PAC Programs	25,000	25,000		40,367
State Revenue					
3111	Education Grant	10,557,400	9,509,058	11,828,333	10,642,987
3242	Voc Ed Transportation	20,000	20,000	31,835	20,434
3260	Child Nutrition	17,500	17,500	18,666	102,523
3230	Special Education Aid	450,000	450,000	611,617	438,551
3190	Other	10,000	10,000	405,149	15,962
Federal Revenue					
4300	Federal Projects	1,300,000	1,300,000	2,157,593	1,236,208
4560	Lunch Reimbursements	375,000	375,000	422,075	1,669,597
4580	Medicaid	150,000	150,000	446,702	281,787
4260	Other	20,000	20,000	16,334	32,007
	Total Income	15,279,900	14,271,558	20,195,099	20,492,025
	District Assessment	73,840,365	72,525,417	54,996,531	53,606,120
	Total Revenue	89,120,265	86,796,975	75,191,630	74,098,145

**Excludes capital reserve contribution*

Revenue Budget

Public Comment on Revenue Budget

Article 3 – Three Year Collective Bargaining Agreement
(Timberlane Teachers' Association)

Shall the voters of the School District approve the cost items included in the collective bargaining agreement reached between the Timberlane Teachers' Association and the Timberlane Regional School Board, which calls for the following increases in salaries and benefits at the current staffing levels over the amount paid in the prior fiscal year:

Fiscal Year	2024-25	2025-26	2026-27
Estimated Increase	$2,427,107	$1,799,324	$1,949,771
3-Year Total			**$6,176,202**

And further to raise and appropriate the sum of $**2,427,107** for the 2024-25 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at the current staffing levels? (MAJORITY VOTE REQUIRED)

Article 4 – Authorization for Special Meeting on Cost Items

Shall the voters of the School District, if Article 3 is defeated, authorize the Timberlane Regional School Board to call one special meeting, at its option, to address Article 3 cost items only? (MAJORITY VOTE REQUIRED)

TIMBERLANE REGIONAL SCHOOL DISTRICT

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Article 3 and 4 – Three Year Collective Bargaining Agreement
(Timberlane Teachers' Association)

Public Comment on Three Year Collective Bargaining Agreement

(Timberlane Teachers' Association)

Article 5 – Capital Reserve Fund by Surplus

Shall the voters of the School District raise and appropriate up to $250,000 to be placed in the School Building Construction, Reconstruction, Capital Improvement and Land Purchase Capital Reserve Fund established in 1996, with such amount to be transferred from those funds in the June 30, 2024 unassigned fund balance available for transfer on July 1 of this year which were apportioned as Capital Expenses in 2023-2024 in accordance with Article 6 of the Timberlane Regional School District Articles of Agreement? No amount to be raised by additional taxation. (MAJORITY VOTE REQUIRED)

Article 5 – Capital Reserve Fund by Surplus

Public Comment on Capital Reserve Fund by Surplus

Article 6 – General Acceptance of Reports

Shall the voters of the School District accept reports of agents, auditors, and committees as written in the 2023 Annual Report? (MAJORITY VOTE REQUIRED)

Article 6 – General Acceptance of Reports

Public Comment on General Acceptance of Reports

Article 7 – Amendment to Administrators Union CBA

To see if the School District will vote to approve the cost items included in the amendment to the previously approved 2023-2026 collective bargaining agreement between the Timberlane Regional School Board and Timberlane Administrators' Union (Teamsters Local Union #633), which calls for the following increases in salaries and benefits over the amount paid in the prior fiscal year at current staffing levels under the previously approved agreement:

Fiscal Year	Estimated Increase or Decrease
2025	**$60,000**
2026	**-$30,000**

No appropriation necessary in this Article because the funding for these increases is part of the operating budget in Article 2.

TIMBERLANE REGIONAL SCHOOL DISTRICT

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Article 7 – Timberlane Administrators' Union Amendment

Public Comment on Timberlane Administrators' Union Amendment

Article 8 – Amendment to CBA for Technology Staff

To see if the School District will vote to approve the cost items included in the amendment to the previously approved 2023-2026 collective bargaining agreement between the Timberlane Regional School Board and Teamsters Local Union #633 (Administrative Assistants/Secretaries and Skilled Maintenance Employees), which calls for the following increases in salaries and benefits over the amount paid in the prior fiscal year at current staffing levels under the previously approved agreement:

Fiscal Year	2024-25	2025-26
Estimated Increase	$28,471	$25,891
2-Year Total		**$54,362**

and further to raise and appropriate **$28,471** for the 2025 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the amendment to the 2023-2026 collective bargaining agreement over the costs that would be paid at current staffing levels under the previously approved agreement.

[Note: This article concerns the costs associated with the amendment to the previously approved 2023-2026 collective bargaining agreement, which was negotiated because the NH Public Employee Relations Board added IT employees to this bargaining unit.]

Article 9 – Authorization for Special Meeting on Cost Items

Shall the voters of the School District, if Article 8 is defeated, authorize the Timberlane Regional School Board to call one special meeting, at its option, to address Article 8 cost items only? (MAJORITY VOTE REQUIRED)

Recommended by the School Board

TIMBERLANE REGIONAL SCHOOL DISTRICT

Serving the communities of Atkinson, Danville, Plaistow and Sandown

Article 8 & 9 – Amendment to CBA for Technology Staff

Public Comment on Amendment to CBA for Technology Staff

Article 10 – Tax Impact Statement by Petition

To see if the Timberlane Regional School District will vote to accept RSA 32:5 which will allow the inclusion of the estimated tax impact per town as part of the warrant article and to be included on the ballot. (MAJORITY VOTE REQUIRED)

Article 10 – Tax Impact Statement by Petition

Public Comment on Tax Impact Statement by Petition

Special Meetings

- The Budget Committee will meet immediately following this Public Hearing to finalize the proposed budget for Deliberative Session.

TIMBERLANE REGIONAL SCHOOL DISTRICT

Serving the communities of Atkinson, Danville, Plaistow and Sandown

First Session of Annual Meeting (Deliberative)

Thursday, February 8, 2024
at 7:00 pm in the
Performance Art Center

Voter check-in opens at 6pm

TIMBERLANE REGIONAL SCHOOL DISTRICT

Serving the communities of Atkinson, Danville, Plaistow and Sandown

Thank you for your continued support!

#TimberlaneTogether

January 11, 2024