



TIMBERLANE REGIONAL SCHOOL DISTRICT BUDGET COMMITTEE

MEETING MINUTES

Regular Meeting

September 28, 2023

7:00 PM

Sue Sherman, Chair

Michael Mascola, Vice Chair

Call to Order

7:04 PM

Roll Call taken by Kerrie Ward

Present: Sue Sherman, Michael Mascola, Karen White, Kristi Auclair, Liz Kosta, Kathryn Consalvo, Sabrina Alberg, Mark Sherwood, Julie Hammond (7:05)

Not in Attendance: Sierra Dolce

Administrators Present: Maria Watkins Business Administrator/CFO, Justin Krieger Interim Superintendent

Mark Sherwood - Lead the Pledge of Allegiance

Mark Sherwood motions to approves the organizational meeting minutes from March 30, 2023.

Liz Kosta seconds the motion.

Motion to approve the organizational meeting minutes from March 30, 2023

7-0-2

In Favor: Sue Sherman, Michael Mascola, Karen White, Liz Kosta, Sabrina Alberg, Mark Sherwood, Julie Hammond

Abstained: Kristi Auclair, Kathryn Consalvo

Michael Mascola motions to approve the regular meeting minutes from March 30, 2023.

Julie Hammond seconds the motion.



Motion to approve the regular meeting minutes from March 30, 2023

7-0-2

In Favor: Sue Sherman, Michael Mascola, Karen White, Liz Kosta, Sabrina Alberg, Mark Sherwood, Julie Hammond

Abstained: Kristi Auclair, Kathryn Consalvo

Correspondence – None

Delegates and individuals – None

Administrative Report – Justin Krieger

Justin Krieger gives a welcome message to the budget committee. Concord has introduced approximately 800 legislative bills with 300 of those being education bills. NHSBA has targeted 200 of the education bills that will affect day to day operations for school districts. This week the district is in the processing of rolling out ALICE to our students and families. TTA Negotiations are underway, the negotiating team is focused on reaching an agreement. The AP English class is working on argumentative op-eds. Some of the topics were open campus, homework, education funding, and financial literacy in schools.

Reports of Committees -

Budget Committee - Sue Sherman states that she's been in correspondence with Maria this summer and has been fielding questions and ideas about the upcoming budget season.

CIP – Kristi Auclair updates the committee on the CIP list and what the priorities are for the committee in the next five (5) years.

Sue Sherman clarifies to the committee the roles and responsibilities of the CIP committee. The CIP committee is working on finalizing their recommendations to bring to the budget committee at the end of October.

Sue Sherman opens a discussion on the facility tours. The committee hosted three (3) facility tours that were sparsely attended by the public. The tours are for people to see



what we've been doing in the buildings and what the buildings need in the future. Sue poses the question as to whether or not the tours are adding any value for the community.

Sabrina Alberg adds that she as well as Mark posted the tours on their own in Danville and Sandown.

Kathryn Consalvo adds that the district should do the video tour and post it for the public.

Sue Sherman suggests that we have the video tour ready and given to the public before the public hearing in January.

Michael Mascola states he agrees with that timeframe. At the end of budget season is when the tax bills come out and if we plan the releasing the video at that time, we will have a bigger audience for the public hearing and deliberative session.

The committee agrees to revisit this topic when we get closer to the end of the season.

Strategic Planning – Liz Kosta

Liz Kosta states that strategic planning meetings will be starting in October.

Kristi Auclair poses a question about the school board workshop on charging for facility usage.

Mark Sherwood answers her question stating that the workshop will be held on Monday and the school board has been in contact on this topic.

New Business – Budget Presentations

SAU Budget Presentation – Justin Krieger

Justin Krieger presents the FY2025 SAU proposed budget of \$153,000.00. Justin highlights the major budget drivers as shown in the presentation. The SAU budget has a total variance of \$3,205.00. Two (2) new teaching positions were presented to the committee as a result of the school board approving the new class size policy (IIB).

Sue Sherman requests the committee to ask any clarification questions that come to them during the presentations. She also noted that at any time the committee can request the department head back in for clarification or additional questions on their budget.

Liz Kosta asks a clarifying question about the \$25 million lease.



Maria Watkins explains why we went to with a lease instead of a bond and how it will save the district money by only paying interest on the money we borrow at that time.

Liz Kosta asks for clarification on the policy that was approved by the school board.

Justin responds that the classroom size is lowered by one child per classroom based on grade levels. With the implementation of this policy the district will need additional positions to meet this demand.

Julie Hammond asks a clarifying question as to class size and how it compares to the state recommendations.

Justin Krieger responds that the district's class sizes are lower than the state average but higher than the geographical area.

Mark Sherwood responds from the school board's point of view that there is an acknowledgement that having too many students in the classroom can be detrimental to student learning.

Sue Sherman requests a motion to accept the SAU budget for review.

Liz Kosta motions to accept the SAU budget for review.

Sabrina Alberg seconds the motion.

Motion to accept the SAU budget for review.

9-0-0

In Favor: Sue Sherman, Michael Mascola, Karen White, Liz Kosta, Sabrina Alberg, Mark Sherwood, Julie Hammond, Kristi Auclair, Kathryn Consalvo

School Board Budget – Mark Sherwood

Mark Sherwood presents to the budget committee a flat budget of \$359,830.00 with no variance. The School Board has moved some money around within the lines, adding funds to the legal line.

Sue Sherman requests a motion to accept the School Board budget for review.



Michael Mascola makes a motion to accept the School Board budget for review.

Kathryn Consalvo seconds the motion.

Motion to accept the School Board budget for review.

9-0-0

In Favor: Sue Sherman, Michael Mascola, Karen White, Liz Kosta, Sabrina Alberg, Mark Sherwood, Julie Hammond, Kristi Auclair, Kathryn Consalvo

Technology Budget Presentation – Ken Henderson

Ken Henderson presents to the budget committee a FY2025 proposed budget of \$1,034,054.00 with a variance of \$160,831.00. The technology budget increase is mainly due to software application cost increases, and technology items being moved from the individual school/department budgets to the technology budget. Ken also presents a position request form to move his Administrative Assistant from 220 days to 260 days (full year) which is an estimated increase of \$6,496.00 including benefits.

Julie Hammond asks a clarifying question of which lines were moved to the technology budget from other schools.

Ken Henderson responds with the line detail for each software application item.

Maria Watkins explains the district is trying to buy district licenses for software programs to save the district money.

Kathryn Consalvo asks a clarifying question on the Chromebook budget line.

Ken Henderson explains the dedicated device program and how that works within the district.

Mark Sherwood makes a motion to accept the Technology budget for review.

Kristi Auclair seconds the motion.



Motion to accept the Technology budget for review.

9-0-0

In Favor: Sue Sherman, Michael Mascola, Karen White, Liz Kosta, Sabrina Alberg, Mark Sherwood, Julie Hammond, Kristi Auclair, Kathryn Consalvo

Other Business:

Maria Watkins informs the committee that the district received the GMR from HealthTrust yesterday of 12.5%. Last year the district was given a GMR of 10.8% with the actual percent increase was 4.5%.

Julie Hammond questions how the GMR process works in terms of budgeting.

Maria Watkins explains that this happens every year and the GMR is the highest possible increase we could receive, and the district must budget for the GMR rate. The final rates don't get set until March.

Sue Sherman initiates a discussion on the unassigned fund balance hand out.

Maria Watkins clarifies how the unassigned fund balance offsets the tax rate.

Michael Mascola asks the committee what date the final budget presentations are.

Maria Watkins responds stating November 9th is the final night for presentations.

Adjournment:

Meeting was adjourned at 8:28 PM by Sue Sherman

Minutes submitted by: Kerrie Ward

<https://vimeo.com/showcase/255893/video/870724962>