



**TIMBERLANE REGIONAL SCHOOL DISTRICT BUDGET COMMITTEE**

**MEETING MINUTES**

**Regular Meeting**

**November 10, 2021**

**7:00 PM**

**Call to Order**

**7:04 PM**

**Roll Call taken by Kerrie Ward**

**Present:** Todd McCormick, Michael Mascola, Julian Kiszka, Kristi Auclair, Mark Sherwood, Marissa Brown, Kathryn Consalvo, Julie Hammond, Sue Sherman

**Not in Attendance:** Shawn O'Neil, Mark Sherwood

**Administrators Present:** Maria Watkins, CFO/Business Administrator, Chris Kellan Assistant Superintendent,

**Michael Mascola- Lead the Pledge of Allegiance**

**Marissa Brown Made a motion to approve the minutes from October 14, 2021**

**Julian Kiszka seconds the motion Michael Mascola seconds October 28, 2021**

**Approval of Minutes- October 14, 2021 & October 28, 2021**

**Motion: To approve as corrected Minutes for October 14, 2021**

**7-0-0**

**In Favor: Kristi Auclair, Marissa Brown, Kathryn Consalvo, Julie Hammond, Julian Kiszka, Michael Mascola, Todd McCormick**

**Motion: To approve as corrected Minutes for October 28, 2021**

**5-0-2**

**In Favor: Marissa Brown, Kathryn Consalvo, Julie Hammond, Julian Kiszka, Todd McCormick**

**Abstained: Kristi Auclair, Michael Mascola**



1 **Correspondence: None**

2 **Delegations and Individuals: None**

3 **Administrative Reports:**

4 Chris Kellan- Football team continues to win, supported by the band and the cheerleading  
5 team. They play this Saturday at 1:00pm. The crucible performed last week and was  
6 super successful, they almost sold out all three shows. Last night at the school board  
7 meeting it was fun to honor some students for graphic arts and marketing, where the  
8 students designed the SAU logo and letterhead.

9 **Reports of Committees: None**

10 **New Business:**

11 **Chris Kellan- Student Services & Special Education:**

12 **Student Services:** Flat line budget with \$0 Increase

13 In the past student services and special education was presented together, we are  
14 presenting them separately. Tuition has been moved to a district wide budget. Webinars  
15 are taken as a group and not individually to save money. Guidance accounts have been  
16 combined to one account. Books and periodicals is a consolidation from multiple  
17 accounts.

18 Maria Watkins- Similar to the Music budget we are looking at what accounts can be  
19 moved to a district wide budget so that money is available for kids at all schools.

20 Kathryn Consalvo- Did we see this line in the transportation budget?

21 Maria- Yes, it is the same line that overlaps but the money isn't doubled

22 Marissa Brown- When you look at this year and look back at the trends is there a reason  
23 the past years have been so different



1 Chris Kellan- Tending with special Ed and student services is hard to trend. The numbers  
2 can change so immensely even with one student.

3 Julian Kiszka- Are we going to track where we are in this time?

4 Chris Kellan- Yes we are, even homeless transportation we budget for it, but it can  
5 fluctuate greatly. Unfortunately, we don't have the resources with busses to provide for  
6 those students.

7 Julian Kiszka- Is there tracking as to how many students use the bus or how many  
8 students are budgeted to use the bus?

9 Chris Kellan- If we had a low enough student ridership, even though we are contracted  
10 for a certain number of busses, first student has been pretty agreeable in reducing the  
11 number of busses if needed. We are doing monthly student ridership counts. Our school  
12 buses are used for the multiple levels. We like to keep shorter route times especially for  
13 the winter, so the kids don't have to stand in the dark.

14 We are looking to go to bid for a school bus operating company. First student has been  
15 for sale for a couple years and they may be looking to sell it off in pieces.

16 Sue Sherman- Last time we went out to bid for school bus companies there weren't  
17 enough companies that were comfortable taking on the bid because of lock up space and  
18 for the busses. Is it also true that we have to provide a seat for every kid even if they're  
19 not riding the bus?

20 Chris Kellan- Not that I'm aware of. It's always unpredictable which is why I asked them  
21 to do the monthly counts.

22 Julian Kiszka- Is there a way to poll the parents to have a count to get a percentage?

23 Chris Kellan- We started to talk about this, we can create a registration process. That's  
24 what we did in Derry we added it to the PowerSchool registration, so it was another  
25 source of data. It wasn't always 100% accurate because things can change day to day in  
26 people's lives.

27 Julian Kiszka- The reason I ask, busses are a huge expense and busses riding around with  
28 only a few students on them isn't good for the environment.



1 Chris Kellan- We want to work with the bus company for the sake of efficiency, for cost  
2 environment and behavior.

3 **Special Education:** Overall Increase of \$182,953.00

4 Line for tutors increased, When a child is placed in a facility or out of school for more  
5 than 10 days tutoring is required to be offered. Ex. If students are suspended or  
6 hospitalized for over 10 days we are required to provide tutoring for that student. The  
7 DOE came in and did a special education audit stating we need to provide more PD for  
8 our staff causing a \$9,915 increase. The majority of this increase is the increased need in  
9 our district for special education services and training for both general education and  
10 special education staff.

11 Kristi Auclair- Do we have a projection of how much special education the schools will  
12 need to catch the kids up from the lack of education from COVID

13 Chris Kellan- I don't think we have a dollar amount but yes this money will be allocated  
14 as well as some of the ESSER funds and TITLE I funds to support students who lost  
15 learning time or have fallen behind.

16 Marissa Brown- What is out of district placement?

17 Chris Kellan- Out of district placement are private approved special education programs,  
18 for students with learning disabilities, intellectual disabilities etc. It will take some time  
19 to develop these programs to have them in our district and through our schools. It would  
20 be beneficial to the students, keeping them in the district and the community, and  
21 beneficial to the staff to expand their knowledge on educating all students.

22 Todd McCormick: Looking at the over trends, can we talk about the big swings in the  
23 past couple of years?

24 Maria Watkins- This can be based on the number of kids are in need of special education  
25 and it can greatly fluctuate year to year.

26 **John Vaccarezza- Timberlane Regional High School:** Overall Decrease of \$29,644.00

27 With this budget there were a lot of hands in it. The music budget has been moved to the  
28 district wide budget, as well as the Phys Ed budget. The majority of the budget is  
29 decreases from moving lines to district wide accounts and with updating technology and



1 getting rid of obsolete technology (ex. printing, some textbooks). Inventory has been built  
2 up in the past 2 years with remote learning. Larger dissections!!! Currently updating  
3 cafeteria to be a more comfortable space and be more multifunctional. Largest increase is  
4 vocational education. There is trending increase in students taking these vocational  
5 education programs.

6 Todd McCormick- Is there any talk about increasing the CTE we offer here?

7 Maria- Not that I'm aware of.

8 Karl Ingoldsby- I came from Somersworth where they did a CTE upgrade, and it is a  
9 multimillion-dollar upgrade for specialized equipment and space.

10 Julian Kiszka- What would the add on be for transportation costs to get the kids to CTE?

11 Maria Watkins- The state reimburses us for approximately 75% of the transportation cost.

12 Sue Sherman- We need to encourage kids to go to CTE and think of their careers and  
13 education.

14 Julian Kiszka- College is not for everyone, it would be good to advertise CTE classes  
15 better.

16 **Sandy Allaire- Curriculum & Professional Learning:**

17 **Curriculum:** Overall Decrease of \$91,564.70

18 The majority of the decrease in this budget, we have progressively decreasing the cost of  
19 purchasing books and textbook. With growing technology a lot of the resources we use  
20 are online and we are getting rid of things that are obsolete. The ESSER II grant has been  
21 helpful for a lot of the funding on in this budget and has contributed to a lot of the  
22 decreases in this budget. Meeting with the school level principals and staff helped shape  
23 this budget as to what the schools actually need.

24 Kristi Auclair- What is the licensing fee for IReady that we could see once the 3-year  
25 contract is up.

26 Sandy Allaire- It can depend because they have different packages but if we were to look  
27 at it annually it would be about \$100,000.



1 **Professional Learning:** Overall Increase of \$13,496.00

2 Based on COVID some of our spending trends may be out of line with things we didn't  
3 need last year. Tuition reimbursement for secondary education. We are making an effort  
4 with Maria to make sure our line items are directly related for the budgets we look at on a  
5 day-to-day basis and to better allocate the money we have to work with. A lot of the  
6 changes between the two budgets are re allocation throughout the district to allocate  
7 money correctly to where we need it as a district in regard to professional development.  
8 Professional Development by admin has decreased and gone to utilize for district wide  
9 trainings and education. Increase in Professional development to help bring professionals  
10 in, to train teachers on things like student mental health and learning disabilities within  
11 the classroom.

12 **Karl Ingoldsby- Facilities:** Overall Increase of \$451,649.80

13 This budget was originally planned on a level funded budget but while going through it,  
14 errors were found and the budget now includes increases that are crucial for the district to  
15 be operating including inspections, fire alarm and sprinkler testing etc. The state has  
16 changed the permissible level of arsenic in the water, causing a need to replace our  
17 systems.

18 Julian Kiszka- Has there been any discussions on getting the public water that will be  
19 available in this area?

20 Karl Ingoldsby- It could be possible, it will be available to Pollard, but it's a 1.4-1.8  
21 million dollar project to get public water to the high school, middle school and SAU  
22 complex. It might be worth it going forward, with the filtration system we have the  
23 medias has to be replaced every two years which would be an added expense along with  
24 testing.

25 Julian Kiszka- Are there any grants we can get from the state to get public water to the  
26 schools?

27 Karl Ingoldsby- Water levels are treatable so normally there aren't grants.

28 Sue Sherman- Hopefully we take advantage of the public water that will be available for  
29 Pollard.



1 Karl Ingoldsby- We definitely will we just have to wait for the water plant to be ready to  
2 be able to provide the water.

3 The High School's filtration system has already been replaced and we just got approval  
4 for Sandown North. Atkinson Academy and the Middle School are slated for next year's  
5 budget.

6 Maintenance line items have been consolidated from the school level to a district level. A  
7 lot of increases are just the cost of running the schools. There isn't a way to negotiate set  
8 costs like inspection costs. No one has done preventative maintenance on most of the  
9 buildings. Travel and workshops are immeasurable when it comes to the maintenance  
10 team to stay up to date on the trades and certifications and management trainings.

11 Sue Sherman- Is this per mile or stipend?

12 Karl Ingoldsby- it's per mile at the IRS mileage rate not a stipend

13 Increase for SchoolDude Event Essentials and Maintenance Essentials, this would be  
14 used to automatically control HVAC remotely and keep the team organized and not lost  
15 in paper trail.

16 CIP recommendation for this year was to replace two Ride On Auto Scrubbers.

17 Right now, the grounds are not up to par. Right now, we hire a company to come in and  
18 spray and they're not specialized to allow our fields to be safe playing spaces. Aeration is  
19 a big part of creating a safe playing field that we do not have the equipment for which is  
20 why the line is an increase for outside contracted services

21 Sue Sherman- Would this be just this campus?

22 Karl Ingoldsby- Yes, it would be just the High School and Middle School athletic fields.  
23 For example, the seed prices have increased 75%. In order to get the fields to look good  
24 we need to spend some money to get supplies and equipment to keep our facilities up to  
25 par. (Blade sharpener and balancer, seed spreader )

26 Vehicle replacement to replace the F550 in the CIP it is stated at \$68,000 with current  
27 vehicle shortage will drive the price to be quite a bit more.

28 The state does go out to bid so we are trying to buy through the state to get a better price.



1 Freedom Energy is bidding to be our electric supplier and we are trying to get locked in  
2 pricing for the next 3 years. We do have the opportunity to do net metering from  
3 hydrodamns or solar panels. We are just making sure it doesn't affect the performance  
4 contract.

5 Todd McCormick- Electric is flat, should we be expecting an increase?

6 Karl Ingoldsby- Yes we don't have the metrics yet.

7 Todd McCormick- There are some things in the detail that are clearly not accurate from  
8 the past years. Traditionally from the trends we would create the budget and underspend.  
9 That being said, after going on the facilities tours and seeing the buildings and what  
10 needs to be fixed I am so thankful for you putting together such a detailed presentation.

11 Michael Mascola- Regarding the Plumber on staff that we don't have, is there an  
12 intention to replace that?

13 Karl Ingoldsby- Of course it could be beneficial to have a plumber on staff right now we  
14 have a GC who is incredible, but we will have to assess the need for an on-staff plumber.

15 Marissa Brown- In regard to the seed and fertilizer Is it just the one company you were  
16 looking at?

17 Karl Ingoldsby- The reason I'm looking at this one company is they are intensive with  
18 fields he checks on them tests them and really puts care and knowledge into taking care  
19 of our fields. I have previously used them at Winnacunnet, and our grounds supervisor  
20 has used them at Sanborn Regional and was named Sports Turf Manager of the year.

21 Julian Kiszka- Hopefully this will put in motion discussions about AstroTurf in the future  
22 making the fields safe using a natural method.

23 Karl Ingoldsby- This would cost less than AstroTurf which is why we want to do a  
24 complete audit of our facilities which will tell us if we need AstroTurf based on usage.

25 Julie Hammond- Under general facility repairs can we get a little insight on what could  
26 be encumbered in that?



- 1 Karl Ingoldsby- Everything else, doorknobs, keys, paint, etc.
- 2 Julie Hammond- Will the fertilizer and the seeding be an annual cost?
- 3 Karl Ingoldsby- Yes it will be multiple times a year and definitely annual.
- 4 Julie Hammond- Will this be extra work added for the staff?
- 5 Karl Ingoldsby- Yes it will be added work for the staff
- 6 Julie Hammond- The fire alarm and sprinkler system testing one says 5 years and one
- 7 says testing.
- 8 Karl Ingoldsby- Once is multiple times a year and one is every 5 years.
- 9 **Other Business:**
- 10 Julian Kiszka- Suggested to try and stay on the Thursday night schedule to accommodate
- 11 everyone's schedules
- 12 Michael Mascola- Can we expect Tuesday the 23<sup>rd</sup> to have a finalized proposed budget?
- 13 Maria Watkins- My goal is to have a proposed bottom line for the special meeting on
- 14 November 18<sup>th</sup>.



**Adjournment:**

Meeting was adjourned at 9:41PM by Todd McCormick

**Future Agenda and Dates:**

November 23, 2021 SAU Board Room

December 9, 2021 SAU Board Room

December 21, 2021 SAU Board Room

Minutes submitted by: Name Kerrie Ward

Approved by: Name

The meeting can be viewed at the following link:

<https://vimeo.com/showcase/255893/video/645294503>