

**TIMBERLANE REGIONAL SCHOOL DISTRICT BUDGET COMMITTEE
MEETING MINUTES**

**2019-2020 Budget Season
October 24, 2019
7:00 PM**

Call to Order

Chairman Mascola called this October 24, 2019 meeting of the Timberlane Regional School District Budget Committee to order at 7:02PM with the roll call.

Roll Call

Present: Peter Bealo, Brian Boyle, Alan David (7:05PM), Cathleen Gorman, Julie Hammond, John Hughes, Michael Mascola, Todd McCormick (7:04PM), Phil Sherwood

Not in Attendance: David Gerns

Administrators Present: Geoff Dowd, CFO/Business Administrator

Pledge of Allegiance

Mr. Mascola led the assembly in the Pledge of Allegiance

Approval of Minutes: (7:05 PM)

The minutes for the October 10, 2019 meeting were presented.

MOTION AND VOTE: Motion to accept the minutes as amended from the October 10, 2019 meeting, made by Mr. Bealo; second by Mr. Boyle. The motion passed 7-0-2 (Mr. Hughes and Mr. Mascola abstained).

Correspondence:

There was no correspondence discussed.

Delegations and Individuals:

There were no delegations and individuals

New Business: (7:06PM)

Proposed Budgets

- Sandown North – Principal Stafford reviewed the summary sheet for Sandown North Elementary. Discussion ensued about costs associated with replacement equipment - replacing desks and chairs in the third 5th grade classroom and in a 4th grade classroom, replacement of a retractable wall and replacement of audio equipment. The retractable wall may need to go into CIP as opposed to the school budget. Although quotes have been received for replacement, repair estimates and the longevity of repairs vs. replacement will be explored. With regard to audio equipment (speakers & sound system), the quality of the sound with the current system makes it difficult to hear individuals. With residential development increasing in Sandown an increase of 24 students is anticipated for Sandown North. Decreases this year were reflected in a decrease in processing designated volunteers (many were processed last year with this year focusing on just new applicants or new enrollments in first grade), a

decrease in postage due to more correspondence being sent electronically, and a decrease in supplies due to a surplus.

- Sandown Central –Principal Marino reviewed the summary sheet for Sandown Central School. The Central School is the location for the District preschool (age 3), as well as Kindergarten for Sandown. Discussion ensued regarding increases in enrollment consistently over the past 5 years of 18-22 students per year. At the Central School enrollment is not only Sandown residents, but other towns as well, and there has been an increase in residential development in Sandown. The need was discussed for transitioning the school from a 4th & 5th grade school to a preschool/kindergarten school with respect to the size of furniture, lockers and playground equipment for younger students. Playground equipment that has rusted out is in need of replacement. The Rock Church graciously gifted the school 4 swings, however the school is still in need of additional equipment. A decrease mentioned was in-service professional development due to the use of grant money. Parking issues were discussed, with overflow parking currently at the library and the need for additional spots on-site at the school.
- TRMS – Principal Koelker reviewed the summary sheet for Timberlane Regional Middle School. Although the 6th & 8th grade are pretty close comparably in numbers, the 7th grade is currently at approximately 300 students. Discussion ensued regarding increases for social and emotional resources for students, the need for no-bullying resources, hands-on supplies for STEAM, Science and Opportunity Block. Increases in access fees for STEAM and Tech Ed for We-Video. (An online video editing program) were also discussed. Some incoming students have unique learning needs so the school is personalizing some space with partitions to meet their needs. The continuation and increase in Flexible Seating to meet learning needs was discussed, including the transition of that format from the middle school level to the high school level. The need for field microscope and scale replacement was discussed. Potential surplus replacement equipment options though MIT Lincoln Labs was mentioned as a potential source for replacement. Discussion ensued regarding space availability for large STEAM Night display areas and the planetarium requirements. Principal Koelker will address those questions in an upcoming walk-through of the building.
- Athletics – Director of Athletics, Mr. Fantasia, reviewed the summary sheet for Athletics. Increases in student/athlete insurance coverage, extra-curricular supply account for uniform replacement of field hockey and cheer uniforms, and a volleyball netting system replacement were discussed. A new equipment request discussed is for a program the National Federation of High Schools has started. It's an initiative to promote high school sports throughout the country and create more live-stream opportunities as well as post live events. For \$5000 they provide the school with two cameras to promote events, practices, sub-varsity sports, etc. Clarification was provided that the District retains the rights to the footage and controls what we release and show. Replacement equipment requested is a new type of banner for championships where one sport would have one banner indicating multiple years, rather than one banner per year. Additional increases in Athletics are due to items originally being paid out of the High School activities account that were moved to the Athletics activities account - such as when we send wrestlers to New England Championships. Mr. Fantasia discussed increasing the Athletic Facility account to address adding gymnastics this year, and in the spring we need alternative options to get athletes indoors when there is still snow and ice on the ground. The supplies for Health has increased due to guest speakers for health classes being moved from the student services account to the health account. Clarification was provided on Athletic Facility usage that rink time for the hockey team will be less this year, however it is the hope that we will have Varsity Hockey next year and the budget reflects that. A request for a generator at the middle school where there is no power on the field was discussed for

pitching machines and cross country race timers. An alternative solution to the generator to be explored is to have the District in-house electrician pursue options to add outside power outlets to field locations. Decreases in game expenses and replacement equipment were mentioned.

- The Budget Committee thanked all that presented.

Administrative Report: (7:47PM)

- Mr. Dowd presented that Plaistow and Danville have set their tax rates. Plaistow's rate is 21.31 total and Danville is 28.06 total. We are awaiting Sandown and Atkinson tax rates.

Reports of Committees: (8:00PM)

Budget Committee Members:

- SAU Withdrawal Committee Update – Mr. Hughes discussed that the Board of Education had their meeting and there is verbiage that needs to be added at the request of the Board of Education and Hampstead to further cover the liability piece. There's a couple of sentences that need to be added. The Withdrawal committee is set to meet on Monday, 11/04/19, at the SAU at 7:00 PM to review the added verbiage and vote on it. Then that will go back to the Board of Education to be added to their meeting schedule for review and approval. Another public hearing is not required. It is the understanding that it is a formality and will be approved. If approved, it would go on the ballot. Then it would be in the School Board's hands to draft the warrant article and place it on the ballot. Discussion ensued that the School Board recommended that transition costs would be funded in the School Board Operating Budget, however if liabilities require budget action those would go into the subsequent year's appropriations.

School Board Rep:

- Budget Status Update – Mr. Boyle discussed that the School Board meeting was cancelled due to the weather. It is rescheduled for Monday, 10/28/19.

Old Business:

- Parking Lot
 - Facilities Director Update – We do not have an update at this time. We hope to have an update after the rescheduled School Board meeting.
 - Facilities Tour Update – We will have an update on facilities tours once we have an update on the Facilities Director position.

Upcoming Agenda:

- Update from SAU Withdrawal Committee
- 11/14/19–Budget presentations from the High School, Technology, Music and Transportation
- 11/26/19–Budget presentations from Student Services, Special Education, Facilities/Maintenance, Curriculum, and Professional Learning
- 12/12/19-Budget Wrap-up
- Mr. Dowd will update the upcoming agenda and send it out to the Budget Committee.
- Mr. Dowd will provide the budget presentations as they become available.
- Mr. Dowd will provide an excel version of the proposed budget to the Budget Committee.

Budget Committee Future Dates:

November 14, 2019 – 7:00 PM at the SAU

November 26, 2019 – 7:00 PM at the SAU

December 12, 2019 – 7:00 PM at the SAU

December 26, 2019 – 7:00 PM at the SAU

January 24, 2020 – 7:00PM at the SAU

Adjournment:

MOTION AND VOTE: Motion to adjourn the meeting at 8:29pm, made by Mr. McCormick; second by Ms. Gorman. The motion passed unanimous (9-0-0).
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Respectfully Submitted,

/S/ Donna P. Reardon

Donna P. Reardon

Approved by the Budget Committee on November 14, 2019.

This Budget Committee Meeting can be viewed at <https://vimeo.com/369335035>