

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

**2017-18 Budget Season
December 8, 2016
6:30 PM**

**SAU #55
30 Greenough Road
Plaistow, NH**

CALL TO ORDER [00:00:09] 6:56 pm

Chairman Dube called this December 8, 2016 meeting of the Budget Committee to order at 6:56pm with the roll call.

ROLL CALL

Budget Committee Members Present: Mr. Lee Dube (Chairman), Mrs. Kate Delfino (Vice-Chair), Mr. John Hughes, Mr. David Gerns, Mr. Tom Geary, & Mr. Rob Collins (School Board); Mr. Tony Cantone (at 6:58pm) Mr. Alan David (at 6:59) & Mrs. Julie Hammond (at 7:01pm).

Not Present: Mr. George Manos.

Administrators Present

Dr. Earl F. Metzler, II, Superintendent of Schools and Mr. George Stokinger, Business Administrator

PLEDGE OF ALLEGIANCE: Chairman Dube led the Committee in the Pledge of Allegiance.

DELEGATIONS & INDIVIDUALS: None.

UNFINISHED BUSINESS: (00:01:00]

None.

NEW BUSINESS: 6:58pm

Full Day Kindergarten Report: Mr. Stokinger presented the 2016-17 projected figures for Full-Day Kindergarten. Revenue (generated from parent paid tuition). Subtracting teacher, para-educator salary and related benefits it showed favorable revenue to the district (a profit) of \$46,795. Total enrollment is 98 students. If a new teacher was brought on, it could have resulted in a net expense to the district, however, it could still have yielded positive revenue to the district.

It was reported that in New Hampshire, two-thirds of the districts offer full-day kindergarten, with significant advantage to those students over their peers going into the 1st grade. Further discussion surrounded revenue in terms of parent contributions and state aid.

Mr. Dube requested the School Board consider looking at the family tuition cap and tuition discounts and turn the Kindergarten program into an even greater revenue generator.

2017-18 Budget: [00:25:06]

Mr. Stokinger presented the 3rd draft of the budget with \$71,551,092, an increase of 1.94% or \$1.36M over prior year budget. Major factors over \$25,000 favorable and unfavorable were discussed.

CIP Plan items were discussed, beginning with the additional district maintenance van being discussed.

[00:31:10] 7:29pm

MOTION: Motion to Remove from the Budget \$23,000 to acquire an additional maintenance van. Made by Mrs. Delfino, second by Mr. Geary.

Discussion: Discussion surrounded the employee in question is using a personal vehicle to travel to and from to a supply store and associated mileage due to not having a stocked maintenance van.

Chairman Dube called the vote, which failed (4-4-1), with Mr. Geary, Mr. Hughes, Mr. Dube and Mrs. Delfino in favor. Mr. Cantone abstained.

Classroom observation windows were discussed.

[00:35:09]

MOTION: Motion to remove \$15,000 from the Budget relating to the installation of observation windows at TLC at Sandown Central. Made by Mrs. Delfino, second by Mrs. Hammond.

Discussion: Discussion surrounded the purpose and the nature of observation windows. Observation is by parents, early childhood ed. students, health care providers, etc.

Chairman Dube called the vote, which failed (4-5-0), with Mr. Geary, Mrs. Hammond, Chairman Dube and Mr. David in favor.

Object code 519 Student Transportation. Up \$132,610 from current year budget with \$3,116,757 as the 2017-18 budget request.

Discussion surrounded Books, Info and Resources in relation to a \$95K budget increase. It was noted an online service was identified to provide services which a speech pathologist would normally cover. Outside consultants are being used, which are double district employee costs. Outside services and the employee the service would replace would be offsetting.

Object 610, Supplies, an increase of \$78,428 includes \$30,000 for shades relating to DOL findings and for security measures.

Student activity supplies 1410 is up \$20,000 over spend.

2630 - Grounds - is up \$32K over 2016 spend. Identified was potential outsourcing of grounds, increased attention to district fields.

Staffing, being level, looking at previous positions and cuts, 7 positions were listed, clarification was requested on the potential for a Sandown North 2nd grade teacher. There is a commitment on the part of the district

[01:25:50] 8:25pm

MOTION: Motion to remove \$112,148 from proposed budget for wall mount projectors and costs for the outlet reconfiguration of \$11,500. Made by Mrs. Hammond, second by Mrs. Delfino.

Discussion: Surrounded the price versus price drops in the future. It was noted the technology has a direct impact on student achievement and that was an area which is challenging to eliminate.

Chairman Dube called the Motion, which failed (1-8-0) with Mrs. Hammond in favor.

Middle School folding walls for \$60,000 was discussed. This is a subsequent year CIP Committee request (FACB-0006).

Middle School FACB-0025 expansion of meeting space was discussed.

[01:33:10]

MOTION: Motion to remove \$30,000 for Middle School student/staff space from proposed budget. Made by Mrs. Delfino, second Mrs. Hammond.

Discussion: The location of the room, the 'need' vs. 'want' and the nature of multi-use space was weighed. Lack of space plan was an issue. The size was described as about 2 classrooms. Previous optimization of space at the Middle School by the principal was noted as a positive for the Middle School as a whole. The space could also be used as team practice space as well.

Chairman Dube called the Motion, which failed unanimously (0-9-0).

Budget of \$18,000 relating to automatic bleachers for the Middle School was discussed. This involves adding a motorized feature to existing bleachers. Injury risks to staff were discussed. There were some questions on what would happen when the bleachers would need to be replaced. There is no plan in the next 6 year CIP to replace the bleachers. The High School completed a similar project some time ago.

Paving projects – the removal of curbing was discussed as an issue of safety where cars can easily breach sidewalks. They are being removed due to the curbing being a trip hazard. However, the absence of curbing makes it difficult to ascertain where the driveway ends and the sidewalk begins when it snows.

Obj. code 580, Travel and Workshops, historically underspent. This is for teacher and curriculum development. The School Board travel of \$6,000 was high, Curriculum Director travel was also high. \$27,000 was identified.

[01:51:10] 8:50pm

MOTION: Motion to remove \$27,000 from Object Code 580 Travel/Workshops. Made by Mr. Cantone, second by Mr. Hughes.

Discussion: Professional improvement, Director of Curriculum, and School Board were the areas identified for cuts. The cause of this development is in response to both administrative and TTA surveys which requested more support. This is a Superintendent and School Board Goal and was budgeted accordingly.

Chairman Dube called the Motion, which passed (5-4-0), with Mr. Geary, Mrs. Hammond, Mrs. Delfino and Mr. Collins against.

Audit at \$47K was noted to be higher than the \$27K prior spend. The additional funds are at Board directive.

[02:00:10] 8:58pm

MOTION: Motion to Accept 2017-18 proposed budget of \$71,528,092.40, pending further review. Made by Mr. Gerns, second by Mrs. Delfino.

Discussion: The budget reductions in object 580 was clarified.

Chairman Dube called the Motion, which passed unanimously (9-0-0).

The approved budget will go to Public Hearing on January 12, 2016.

Default Budget: Proposed Default of \$71,519,011 with an additional \$40,000 to be potentially replaced by the School Board for a potential total of \$71,559,011. Mr. Stokinger reviewed the Default budget and adjustments.

Revenue Budget: Revenue is routine from year to year. Mr. Stokinger estimated a surplus of \$1.925M. Stabilization will decrease from the state. The operating surplus in the previous year was approximately \$3M, with the School Board releasing fund retention. Health Insurance costs were identified as the major driver. Utilities, some savings on major maintenance lines have contributed but are offset by overages in special ed and legal costs.

The nature of the surplus being a reduction/offset in the subsequent years' funds paid by the towns. Food Service was discussed. Food Service

Other Local Revenue is also down, due in large part to Health Trust's return of surplus. Catastrophic Aid was described. These funds are reimbursed in the next fiscal year. The state appropriation and distribution of funds was described. RSA 186-C:18 was noted to be the statutory reference. State Education grants were noted to be down \$1M. Factors are AMD (average daily membership), Special Ed and ESOL. The impact on Stabilization was also discussed.

CORRESPONDENCE: Correspondence folder circulated. Several items were reviewed by Committee members.

APPROVAL OF MINUTES: Discussion on changes to the minutes

[02:24:50] 9:20pm

MOTION: Motion to Accept the Minutes from the November 22, 2016 Meeting as Modified. Made by Mrs. Delfino, second by Mr. Gerns.

Discussion: None

Chairman Dube called the Motion, which passed unanimously (8-0-1) with Mr. Geary abstaining.

AMINISTRATIVE REPORTS: Nothing to report.

REPORTS OF COMMITTEES: [02:26:27]

Budget Committee Members: None.

School Board: School Board met Tuesday night and approved the Default Budget. There was little action at the previous board meeting.

OTHER BUSINESS: [02:27:05]

Discussion surrounded the impact of having extraordinary and non-recurring expenses early in the budget process. It was noted that many members are up for vote and it would for the newly composed Committee to

act on that. The information is also provided in the Default Budget.

[02:32:50] 9:29pm

MOTION: Motion to cancel the December 22, 2016 Meeting. Made by Mr. Geary, second by Mrs. Hammond.

Discussion: None

Chairman Dube called the Motion, which passed unanimously (9-0-0).

FUTURE DATES:

Budget Committee:

- Thursday, January 12, 2017 at 7:00pm - Public Hearing - at the Performing Arts Center
- Thursday, January 12, 2017 immediately following the Public Hearing - at the Performing Arts Center
- Thursday, January 26, 2017 at the SAU Boardroom
- Thursday, February 9, 2017, location TBD
- Thursday, March 30, 2017 at the SAU Boardroom (Annual Organizational Meeting)
- Thursday, April 13, 2017 at the SAU Boardroom

ADJOURNMENT [02:34:26] 9:31pm

MOTION: Motion to Adjourn. Made by Mrs. Delfino, second by Mr. Gerns.

DISCUSSION: None.

Chairman Dube called the Motion to Adjourn, which passed unanimously (9-0-0).

Respectfully submitted,

Geoffrey Dowd
Recording Clerk

Approved by the Budget Committee on January 12, 2017.

This meeting may be watched in its entirety by logging onto: <https://vimeo.com/195036481>