

Timberlane Regional School District Budget Committee
Atkinson, Danville, Plaistow, and Sandown

Regular Meeting
September 12, 2013
Immediately following facility tours

SAU 55
Plaistow, New Hampshire

Call to Order:

Chairperson Spero called the meeting to order at 8:02 p.m.

Present: Mr. Spero, Mrs. O'Neil, Mr. Francoeur, Mr. Heffernan and Mrs. Green.

Absent: Mrs. Rothwell, Ms. Gorman and Mr. Blair.

Also present from Administration: Superintendent Dr. Earl Metzler and Business Administrator Mr. George Stokinger.

The Pledge of Allegiance was recited.

Approval of Minutes:

Mrs. O'Neil made a motion and was seconded by Mr. Heffernan to approve the minutes of April 11, 2013 as submitted.

Vote: Unanimous.

Reports of Committees:

Mr. Heffernan reported on the Facilities Committee meeting he attended earlier in the week. The Facilities Committee was shown photos highlighting the improvements made over the summer. The Facilities Committee also reviewed and approved their mission statement and smart goals for 2013-2014. A brief review of the security enhancements made in the buildings was discussed. The Capital Improvement Plan was also briefly discussed, along with the upcoming Budget season and the Facilities Committee meeting schedule. Finally each Principal gave their building report.

Unfinished Business

Mr. Stokinger distributed revised copies of the Budget Committee By-Laws and an updated Budget Committee meeting schedule. He reminded everyone the agenda section in the By-Laws was amended and accepted at the last meeting.

New Business

Mr. Stokinger distributed a copy of RSA 671:33 regarding post-election procedures for filling Budget Committee vacancies. Mrs. O'Neil also presented a revised copy of RSA 671:33 which had been amended by the State Legislature effective August 24, 2013. This revision changes how the Budget Committee vacancies can be filled. Mr. Barry Weymouth of Plaistow and Mr. Jason Grosky of Atkinson, were both present to request filling vacancies on the Budget Committee. After reviewing the changes made to RSA 671:33, it became apparent that Mr. Weymouth would need to wait until both Mrs. Rothwell and Mr. Heffernan could meet to discuss recommending Mr. Weymouth to the position and Mr. Grosky would need to be appointed to the position by the Selectmen of Atkinson. Appointing of the vacancies will be

added to the agenda for the next meeting after Dr. Metzler has the opportunity to notify the Selectmen. Mrs. O'Neil also brought up for discussion the importance of attending as many meetings as possible due to the short season for the Budgeting process. She pointed out that Mr. Weymouth did miss many of the meetings during the last Budget Season. Mr. Weymouth acknowledged her concerns and stated he is in process of revising his work schedule so that he would be more available to attend the meetings.

A brief discussion ensued regarding the remaining facilities tours.

The Health Trust return of surplus in the amount of \$1,053,479 was discussed. Dr. Metzler and Mr. Stokinger explained the magnitude of the job to calculate what each employee will be entitled to for a refund, not to mention finding the most recent addresses of all employees and retirees involved. Mrs. Green asked how much, approximately, will be returned to employees. Mr. Stokinger stated approximately 10%, perhaps a bit more since some plans had higher contribution rates than others. Mr. Stokinger also explained the unexpected revenue cannot be spent by law.

Future Agenda and Dates

A brief discussion ensued regarding the Budget Committee meeting schedule Mr. Stokinger had previously distributed. Corrections to the schedule were made. Mr. Stokinger stated he would give the schedule to Mrs. Belcher for public posting.

Mrs. O'Neil remembered seeing a correspondence from Mrs. Caruso regarding the condition of an algebra textbook issued to her daughter. She asked Dr. Metzler to review what was stated about that situation at the last School Board meeting. Dr. Metzler explained new textbooks were issued to the students the next day. After Dr. Metzler investigated the textbook conditions and was notified there were many books in disrepair. The new textbooks were previously approved textbooks; however using these books would be a little more work for the teachers. The teachers would need to review the new book to be able to align it with the current lesson plans.

Mrs. Green wanted to know if there would be a budgetary impact from the implementation of using retiring teachers as mentors to new teachers. Dr. Metzler stated the plan was still in its preliminary stages and he could not completely answer that question at this time. He did know that some retirees would be willing to volunteer their time; however there is some money available in the current budget for mentoring purposes. Mrs. Green also wanted to know if the Academic Deans were supposed to be mentoring the new teachers. Dr. Metzler explained they do so at the secondary level but not at the elementary levels. Additionally the Deans would be responsible for evaluations which are very different from mentoring.

Mrs. O'Neil made a motion and was seconded by Mr. Francoeur to adjourn the meeting at 8:40 p.m. Vote: Unanimous.

Respectfully Submitted,
Kathy Smith
Recording Secretary
Approved 10/10/2013