

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

Regular Meeting  
June 28, 2012  
7:00 p.m.

SAU 55  
Plaistow, New Hampshire

Call to Order:

Chairperson O'Neil called the meeting to order at 7:05 p.m.

Present: Mr. Spero, Ms. Rochford, Mrs. O'Neil, Mr. Weymouth, Mrs. Rothwell, Mrs. Green, Mrs. Lisi and Mr. Barczak as the School Board Representative.

Absent: Mr. Francoeur.

Pledge of Allegiance was recited.

Approval of Minutes:

Mrs. Rothwell made a motion and was seconded by Mr. Spero to approve the minutes of May 24, 2012 as presented.

Vote: Unanimous.

Mrs. Rothwell made a motion and was seconded by Mrs. Lisi to address item number 10a on the agenda first.

Vote: Unanimous.

New Business:

10a. Curriculum Department Presentation:

Mrs. Killen, Director of Elementary Education and Mr. Strainge, Director of Secondary Education were present to discuss their department and how it pertains to the District Budget. Both Mr. Strainge and Mrs. Killen distributed an outline of the topics they will be reviewing with the Budget Committee. Mrs. Killen reported first and listed the following items as her areas of responsibilities: Develop and implement the Title I and IIA Grants. She is also the Federal McKinney-Vento Homeless Liaison. Additionally she supervises the Elementary Principals and Assistant Principals. She oversees the development and implementation of Curriculum, Instruction and Assessment. Mr. Strainge listed as his areas of responsibilities as the: Develop and implement the Title II Grant, act as the Home Schooled Liaison to the State of NH, Develop and Implement the Secondary Schools Curriculum and Instruction. Develop and implement assessment tools and RTI. Develop and implement professional development based on the results of the assessments. Finance and implement the new curriculum programs. He also oversees the hiring and supervision of the secondary level administrators. All Committee work is done through his office and is paid from the contractual school improvement funds. He also serves on the Regional Curriculum Instruction and Assessment Committee, coordinates the District Ted-X event for 2012 and is the Para Educator Liaison. Also discussed were the new Common Core Standards being implemented by the State of NH which Timberlane's Curriculum is becoming aligned with. Mrs. O'Neil pointed out there is information on the State website the

Budget Committee members may want to review in regards to this topic. Mr. Straine and Mrs. Killen wrapped up their question and answer session at approximately 7:55 pm.

#### Correspondence:

Mrs. Green reviewed the email she distributed to the Budget Committee Members regarding the per pupil cost of educating children versus the declining enrollment. The original spreadsheet was provided for Kingston State Rep Weyler by the Legislative Budget Assistants Office using data from the Dept of Education. Mrs. O'Neil referenced Timberlane versus the State and noted Timberlane has been below the State average over the same period of time and the State average has also increased dramatically over the past ten years.

Mrs. Green also asked about a breakdown in staffing which was reported to be available in the annual reports. She requested the exit costs for Mr. LaSalle which Mr. Stokinger reported to be around \$55,000 to compensate him for all of his unused vacation and sick time. Mrs. Green requested all the District Contracts be copied and forwarded to the Budget Committee members for review over the summer. The largest contract being the Teacher's Union is available on the District website. Mrs. O'Neil stated the school board representative will need to address this request with the school board at the next school board meeting. Mrs. Green explained that she wishes to understand the parts of the Budget which are referred to as contractual and not under the power of the Budget Committee. Mr. Stokinger explained some items are just a general obligation such as utilities to keep the buildings with heat and light. He continued on with his recollection of a previous Budget Committee spending too much time trying to get reports in a particular format that shows what items are "required" versus "discretionary". Every account has a combination of both types for various reasons. He wants the Budget Committee members to not focus on those categories but rather read over everything in the Budget and ask questions about all entries. Once an explanation is given then you will understand why it is either something you can recommend a change for or not.

#### Board Reports:

Ms. Rochford reported the Atkinson Academy fifth grade celebration was a big success and she was very impressed with their field day held at Pope Field. Additionally Band Camp was a big hit. Mr. Spero stated he was in full agreement with Ms. Rochford's statements regarding the Atkinson Academy. Mrs. Rothwell reported the summer facilities projects have been moving on schedule or ahead of schedule. Mrs. O'Neil attended the last Curriculum and Assessment Meeting. Mr. Barczak reported on the progress of the search process for a Superintendent. He stated the screening committee will be meeting on July 9<sup>th</sup> and 11<sup>th</sup> to narrow down the possible candidates. Also the Middle School will be moving forward with a pilot program using the new standards based grading system. Mrs. O'Neil requested the final list of the screening committee members be distributed to the Budget Committee members.

#### Unfinished Business:

Mrs. O'Neil reported a miscommunication happened regarding the addition of the last meeting to the schedule, causing the last meeting not to be recorded. The communication problem has been rectified going forward.

Future Agenda Dates:

Budget Committee:

Thursday, Sept. 13, 2012 – at SAU (after campus tour which starts at 6:00 p.m.)

Other Meetings/Dates:

Tuesday, Sept. 11 - 8:30 a.m. Facilities Comm., SAU Boardroom

Tuesday, Sept. 11 - 10:15 a.m. Safety Comm., SAU Boardroom

Tuesday, Oct. 16 - 8:30 a.m. Facilities Comm., SAU Boardroom

Thursday, Sept. 13, 2012 6:00 p.m. Facility Tour, Greenough Rd. campus

Tuesday, Sept. 18, 2012 6:00 p.m. Facility Tour, Pollard & AA

Thursday, Sept. 27, 2012 6:00 p.m. Facility Tour, Danville & Sandown

Mrs. Green made a motion, seconded by Ms. Rochford, to add an additional meeting for Monday December 3<sup>rd</sup>, 2012.

Vote: Seven in favor, one against. Motion passes.

Mrs. Green made a motion, seconded by Ms. Rochford, to add an additional meeting on Wednesday November 28, 2012.

Vote: Two in favor, six against. Motion fails.

Mrs. O'Neil stated additional meetings can be added at any time. Mrs. Rothwell clarified the next meeting is Thursday September 13<sup>th</sup> after the tour which will start at the Middle School at 6pm.

Mr. Stokinger also clarified the October 16<sup>th</sup> Facilities meeting is the meeting where the final list of projects is decided on for the next fiscal year. The list is then sent to the Budget Committee to be included in the proposed Budget. Mr. Stokinger reported that he tries very hard to have the first draft of the entire budget prepared for the first meeting in November. The ink is usually still drying and therefore cannot be distributed ahead of time for review. He does however; go over it during that meeting carefully so everyone has a good understanding of what they need to review before the next scheduled meeting. This is still the plan unless things change drastically with the hiring of a new Superintendent.

Ms. Rochford made a motion and was seconded by Mr. Spero to adjourn the meeting at 8:45 p.m.

Vote: Unanimous.

Respectfully Submitted,

Kathy Smith

Recording Secretary

Approved 9/13/2013