

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

Regular Meeting  
October 25, 2012  
7:00 p.m.

30 Greenough Road  
Plaistow, New Hampshire  
03865

1. Call to Order:

Mrs. O'Neil called the meeting to order at 7:01 p.m.

2. Roll Call:

Present: Mr. Spero, Ms. Rochford, Mrs. O'Neil Chair, Mr. Francoeur, Mrs. Rothwell, Mrs. Green and Mr. Barczak. Absent: Mr. Weymouth and Mrs. Lisi.

Also present were Mr. Stokinger, Business Administrator and Mrs. Smith, Assistant Business Administrator.

3. The pledge of allegiance was recited.

4. Approval of Minutes: Mrs. Green made a motion and was seconded by Mr. Spero to approve the minutes of September 13, 2012 as submitted.

Vote: Unanimous.

Mrs. Rothwell made a motion and was seconded by Ms. Rochford to approve the minutes of October 11, 2012 with amendments.

Vote: Five in favor, zero against, two abstain, Mrs. Rothwell and Mrs. Green.

5. Correspondence: An email was received from Mrs. Caruso regarding many issues including the contract for the athletic trainer. Mr. Stokinger stated Mrs. Wilson and Dr. Metzler also received the email and they would be addressing it.

6. Delegations and Individuals: None.

7. Expenditures and Receipts Reports: None.

8. Reports of Committees:

- a. Budget Committee members: Mr. Francoeur stated he attended the tours of the buildings and he stated the custodial staff does an excellent job at maintaining the buildings.

Mrs. Green and Mrs. Rothwell both apologized for missing the October 11, 2012, they were unavoidable absences. Mrs. O'Neil reported attending the Curriculum and Assessment meeting where the new math pilot was discussed to bring our math curriculum in line with the common core standards. She also stated the next Curriculum meeting will be on November 8, 2012.

- b. Mr. Barczak reported the SAU Budget was approved at the October 24<sup>th</sup>, SAU meeting with an increase for all staff at 2.5% plus some adjustments for 3 staff members that were below their market value. Mr. Barczak did not vote in favor of the budget so Mr. Stokinger explained what was in the proposed budget. The SAU budget public hearing is scheduled for November 14, 2012.

9. Unfinished Business: None.

## 10. New Business

- a. 2013-2014 Budget: Mr. Stokinger distributed a copy of an email from Mrs. O'Neil which listed questions she had regarding the proposed budget based on the department reports distributed at the last meeting and the presentations of the last meeting. Each question and answer was reviewed. Mrs. O'Neil questioned whether mailing home the NWEA results that increased the budget for the postage, could be distributed to parents via email, thereby saving the costs of the postage? Mr. Stokinger stated he would ask Mrs. Killen. Mrs. O'Neil's questioned the purchasing of the SAT book was not clearly answered by Mr. Renzo in his emailed response. Mr. Stokinger will ask for clarification on what the \$100 fee each student pays, covers exactly. Mrs. O'Neil also questioned why the High School needs so many crayons and why some of the supplies are not paid for by the parents like they do at the Middle school. The colored pencils for maps are understandable while the crayons are still not clear after reading Mr. Woodworth's answer. Mr. Stokinger will request additional clarification. Mrs. O'Neil questioned the District paying for the licensing of the musical materials but the revenue being deposited into a student activity account, similar to the Gate Receipts situation. Mr. Stokinger will request an accounting of the musical revenues for clarification. Athletic gate receipts were discussed. Mr. Stokinger referred the Budget Committee members to the School Board policies on the website regarding athletic gate receipts. A lengthy discussion regarding student activity accounts ensued. Mr. Barczak requested possibly engaging the School Board Association with regards to student activities accounts after investigating what we do with the various sources of revenue.

The BudCom2 email distribution was discussed. It appears not all the Budget Committee members were receiving the emails Mrs. O'Neil was sending. Mr. Stokinger will speak to Mr. Holland regarding the distribution list. Mrs. O'Neil sent around a current listing of email addresses for each member to verify as correct, so Mr. Holland can double check them against the Budcom2 distribution list.

Mrs. Green asked when she could ask her questions and what happens next in the Budgeting process? Mrs. O'Neil explained she could ask any question on any topic at any point during the process. She suggested the questions be emailed so the administration has time to research the answer. The next meeting would be the total budget including all the items the District covers such as transportation, health insurance, salaries etc. At this point we have looked at the various departments and school budgets; however that is only about 12% of the total budget.

Mrs. Green asked about the items in the facilities budget such as water testing costs, electrical and plumbing supply costs. Mr. Stokinger will ask Mr. Hughes for clarification on the plumbing supplies and electrical supplies as well as the general repair line. The cleaning of the custodial uniforms was discussed.

Mr. Barczak questioned the reduction in the elementary supplies which was explained to be due to the new math curriculum. Mrs. Killen has added \$260,000 to the curriculum budget for new math textbooks and other supplies for the new math curriculum. Mr. Stokinger explained the first year of a new curriculum program is always in the District Curriculum account and then is moved to the schools the following years.

Mrs. Green asked if would be beneficial to have the YTD expenditures included on the reports distributed. Mr. Stokinger explained it has no value at this point because different parts of the Budget are spent at different times of the year. Mrs. O'Neil stated the heating season for this fiscal year hasn't even begun yet.

Mrs. Green then stated she would like to see the 2011 Expended information added to the reports going forward. Mr. Barczak agreed the trends may be helpful when reviewing the reports. Mr. Stokinger stated he will add the column and post the revised department and schools reports on the Budget Committee SharePoint site.

Mr. Stokinger distributed the details of the Building (4600 & 4200) renovations budget for 2013-2014 and the sites (4200-430) renovations budget. He stated the Facilities Committee met on October 16, 2012 and made these recommendations. Mr. Stokinger reviewed the details and answered questions.

He also explained the School Board does not usually place any other warrant articles on the ballot the year the TTA have a contract warrant article. The School Board is again moving forward with that process however the Athletic/PE area is still a very dire need the District has. They are just postponing the request until next year in hopes the TTA warrant will pass.

The legal dates for the Public Hearing and Deliberative Session has been distributed along with the October 1, 2012 enrollment and the 2013-2014 projected enrollments.

Mr. Barczak questioned the effect of the federal sequestration on the Budget and other major budget factors. Mr. Stokinger reviewed some of the larger budget Drivers. The NHRS rate increase will increase the proposed budget by \$867,000. The guaranteed max for the health insurance is in. Insurance rate increases are in the range of 10 to 12% depending upon the plan.

11. With no further business to come before the committee, Ms. Rochford made a motion and was seconded by Mr. Spero to adjourn at 8:40 pm.

12. The next meeting is on November 8, 2012.

Respectfully Submitted,  
Kathy Smith  
Recording Secretary  
Approved 11/8/2012