

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

Special Budget Committee Meeting
June 24, 2010

SAU 30 Greenough Road
Plaistow, NH

Ms. Rochford opened the meeting at 7:04 p.m.

Present: Ms. Rochford, Mrs. Chaput, Mr. Mullen, Mr. Bouchard, Mr. Paone (in for Mr. Collins) and Mrs. Lisi.

Absent: Mr. Balanoff, Mrs. O'Neil, Ms. Conte and Mr. Murray.

Administrators present were: Mr. Stokinger, Business Administrator, Mr. John Holland and Mrs. Linda Heuer, representing the Timberlane Technology Department.

Ms. Rochford led the Pledge of Allegiance.

Ms. Rochford made a motion to start with new business on the agenda, so Mr. Holland and Mrs. Heuer could start their presentation and then leave while the Budget Committee finished the rest of the agenda items. Mr. Bouchard seconded the motion.

Vote: Unanimous.

Mr. Holland and Mrs. Heuer gave a brief overview and a PowerPoint presentation describing the Technology Department goals and responsibilities. Mr. Holland also distributed the TRSD State approved Technology Plan for school years 2009-2010 through 2011-2012. Mrs. Heuer reported there are 2171 computers currently owned and maintained by the school district. The district also owns many other types of technology equipment such as Printers, Projectors, Carts with Laptops, Wireless Pads, Digital Cameras and scanners just to name a few of the more popular items. These various types of equipment are also purchased, installed and maintained by the Technology Department personnel. The staff of the Technology Department also provides many Open Source Software programs which enhance the student's creativity and education while providing the District with a substantial cost savings. Some examples of the Open Source Programs used in the District are Moodle, Mahara, Picasa and Scratch. Mrs. Heuer reviewed the Technology grants the District has received and the products and services purchased with the grant funds. Questions were asked by a few committee members and discussed briefly. Mr. Stokinger reminded the committee members to take the time to review the Technology Plan because its' earlier version was used as a Model Technology Plan by the State of NH. It is a well written document which contains most of the information the committee members were asking about. Mr. Holland reviewed the second area of the Technology Department which is the Business side. This part of the Technology Department encompasses the large multifaceted district accounting program (Budget Sense) and the student records program (Powerschool). Other programs recently added to the business side are Applitrack, which is an online employment applicant tracking program. This program has substantially increased efficiency by providing paperless information on potential candidates to all the Principals and has saved many dollars in the advertising and paper budgets. Another new program that has increased efficiency

is the use of Microsoft SharePoint. This is a shared work area where various documents can easily be viewed, revised and discussed by the users. Other topics briefly discussed were the use of Video Conferencing for Virtual Learning and the reduction in the use of desktop printers district wide. The Technology Department has started a cost savings measure by moving toward department or group printers. This department/group printing has proven to be quite a cost savings in ink cartridges. Not every desktop printer has been removed at this time, but as they are breaking down, they are not being replaced. Paperless has also taken hold where students and staff are encouraged to not print unless it is necessary but rather to post to Moodle for example. The Technology Department finished their presentation about 7:55 pm.

Mr. Bouchard asked about the financial reporting details provided in the October Budget Presentations. Mr. Stokinger stated that the proposed budget detail is provided to the Budget Committee Members to review and ask questions.

The next agenda item was the minutes of June 10, 2010 which was tabled until the next meeting since a quorum was not available. Mr. Bouchard pointed out an error on the time of the meeting on page two.

Mr. Stokinger reported that the unencumbered fund balance at the end of 2009-2010 is looking to be in the area of 1.7 million dollars. He stated that the mild winter and the savings in salaries and benefits were the main driving factors involved with this estimated surplus.

Mr. Mullen reported attending the School Board work session on Monday evening regarding the CIP. He asked Mr. Stokinger if he could get a copy of the presentation from that evening. He reported that the School Board is discussing if they should propose a warrant article in the spring to fund the architectural and engineering costs for the proposed building of a new high school and renovating the current HS to use as a new MS. The entire project is going to cost somewhere around \$70 million dollars. He also stated the School Board is considering spending 1.2 million dollars to have the project "shovel ready". Mr. Paone stated that there are no real numbers to use at this time and the raw estimates are based on \$180 per square foot, which is used for new construction estimating, not renovating. This is why the School Board is considering spending money up front, to find out what the real numbers are. Mr. Paone explained the feasibility of the project will continue through the summer with a report back to the School Board in the fall by administration and the architect. Mr. Mullen wanted to point out the proposed new high school would be too far away from the PAC to be used by the HS for daily classes.

The next Budget Committee meeting is scheduled for September 9, 2010, here at the SAU at 7pm. Mr. Stokinger explained that the facilities tours are usually scheduled for that evening, immediately after a brief Budget Committee meeting.

Mr. Mullen asked that the Budget Committee be updated at that meeting regarding the feasibility study. Mr. Paone stated that the School Board has a feasibility review scheduled for their August 19th meeting if he wanted to attend to get the information. Mr. Paone also stated the possibility of acquiring an access road will be investigated over the summer.

Mr. Mullen stated he would like the format of the budget presentations usually given in October to be listed on the next agenda. He would like to discuss the possibility of changing the format of those meetings. He is much more comfortable with the format of the most recent presentations given to the Budget Committee.

The Budget Committee members were questioning the date of the budget training session presented by LGC and if Cathy Belcher was still planning on signing everyone up as soon as possible. Mr. Paone stated he wanted to be added to the list of attendees. A follow up from Cathy Belcher would be requested.

Mr. Acciard of Atkinson arrived at the meeting and asked to address the Budget Committee. He stated he has attended the LGC training session in the past and has found it extremely useful. He also stated he attended the School Board work session on Monday June 21, 2010. He inquired whether Mr. LaSalle has asked the Budget Committee about the possibility of spending 1.2 million dollars on engineering and architectural fees from the 2010-2011 fiscal year. Ms. Rochford stated that he has not done so as of yet. Mr. Paone stated that a dollar amount has yet to be determined, but it will cost money to find out what the actual costs are going to be. He reiterated that the School Board members are currently asking what the costs are going to be, to make a plan that is thoughtful, complete and accurate. Mr. Acciard stated that he was told his proposed \$5 million dollar budget cut from the 2010-2011 Budget was not possible because the proposed budget was already extremely tight.

Mrs. Lisi made a motion to adjourn the meeting at 8:15 pm and was seconded by Mr. Paone.
Vote: Unanimous.

Respectfully submitted:
Kathy Smith,
Recording Secretary
Approved September 9, 2010