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

Regular Meeting	SAU # 55, 30 Greenough Road
November 8, 2007	Plaistow, New Hampshire
7:00 p.m.	03865

Call to Order:
Mr. Balanoff called the meeting to order at 7:10 p.m.

Roll Call:
Present: Mrs. Zerba, Mrs. Suech, Mrs. Hess, Mrs. Lambert, Mr. Balanoff, Mrs. Winn and Mr. Mascola.
Absent: Mrs. O'Neil, Mrs. Quigley and Mrs. Collie.

Timberlane Administrators Present:

Mr. LaSalle	Superintendent
Mr. Hughes	Director of Facilities
Mr. Coker	Director of Secondary Education
Mrs. Ralph	Director of Elementary Education
Mr. Woodworth	Principal of TRHS
Mr. Hogan	Principal of TRMS

Chairman Balanoff recommended that they go straight to the Facilities Budget presentation.

Facilities:
Mr. Hughes gave a PowerPoint presentation to outline the Facilities Department proposed budget for 2008-2009. Currently Facilities has 3 maintenance workers, 34 custodial workers and 2 grounds workers to maintain 656,000 square feet of building and 198 acres of land. The total assessed value of the property owned by the district is $48,727,444 which is considerably less than the fair market value. To facilitate getting work done in an organized fashion the facilities group utilizes a work order system.

Mr. Hughes stated that he anticipates the need for additional staff in his department over the next couple of years. For 2008-2009 he would like to add a full time administrative assistant. Also for 2008-2009 he would like to add a general mechanic for district wide repairs and maintenance. For 2009-2010, Mr. Hughes anticipates adding one additional district wide grounds person.

Mr. Hughes is requesting money in the 2008-2009 budget to supply uniforms to his personnel for a more professional look and to make them more identifiable in the schools. The goal of the facilities group is to provide the best customer service and treat everyone as a valued customer.

Utilities are a difficult line to budget due to the volatile nature of the markets and the recent news regarding the price of a barrel of heating oil. Overall the estimated 2008-2009 budget needs for utilities are up about $114, 000.

The facilities department has a vehicle replacement plan which requests that in 2008-2009 the 1988 Kubota lawn tractor be replaced with a Kubota L5740 tractor with an enclosed cab, a 15' batwing mower and a 9' power angle snow plow. Also identified to be replaced is the 1998 Chevy Service Van that is used by the District Electrician.

Mr. Hughes stated he is making the "appearance" of all the buildings and grounds a priority and to improve the district buildings "curb appeal". He wants the communities to have pride in the school district buildings and grounds.

Reconstruction proposed for the 2008-2009 budget is renovating room 310 (old metal shop) into two science labs and one science classroom in the High School and the ASD room in the Middle School. Additionally the Middle School exterior cafeteria door needs to be replaced due to damage. Mr. Hughes is proposing adding glass walls to the high school cafeteria to keep the noise and air conditioning from going down the halls. Additional upgrades that need to be done in 2008-2009 is the installation of sprinklers in Atkinson Academy (phase II) and Pollard Elementary (2001 addition). Mr. Hughes handed out a TRSD Project Report as developed by Richard LaSalle, George Stokinger, Jim Hughes, Chuck Coker and Peg Ralph in order to prioritize the many project requests that are submitted to Mr. Hughes every year. Other current minor projects and future projects were discussed.

Mrs. Hess questioned whether sprinklers were required as she thought the District had previously obtained a waiver. Mr. LaSalle explained there is renewed pressure from the State Fire Marshall that all schools be properly sprinkled statewide. It was noted that smoke detectors currently installed save lives while the sprinklers save property.

Mrs. Suech stated that she didn't see any funds listed next to the study of the High School Traffic Flow and she is very concerned because that, in her opinion is an important safety issue that needs to be addressed sooner than later. Mr. LaSalle stated that it is a priority but the ultimate fix may be an exorbitant amount of money. He suspects the fix may be running a new road out from the back of the High School to possibly Route 125. Mr. Mascola reported finding a report done by the Rockingham Planning Committee about the traffic situation which basically stated that too many cars are using Greenough Road. The busses at the high school level are severely under utilized and 75% of parents are dropping off their children on the way to work etc. Mr. LaSalle also explained they were hoping to get money from either the State or Federal Dept of Homeland Security to help with this study which is another reason no money was listed on the project report. Mr. LaSalle reported the School Board had requested he use the Middle School SRO money in the Budget to do something about the safety issue of the morning drop off at the High School now.

The total amount of money requested for all the projects is $751,000 in the 2008-2009 budget. Mrs. Zerba asked the Principals present what other projects they requested from the administration that did not make it to the 2008-2009 project list. She felt very strongly that the projects listed were not enough and more was needed to be done to bring the facilities up to a reasonable level. Other items brought up by the Principals were the MS nurses space and the seating capacity in the HS cafeteria and inadequate A/C in the HS computer labs as well as the

HS lockers. Mr. Woodworth stated that Mr. Tardiff would identify the irrigation of the fields behind the HS/MS as a need. Mr. LaSalle stated that to defend reconstruction that it needs to be instructionally justifiable. For example during the tours recently taken at Nashua South High School they have a media area for students to learn about video production and editing etc. Additionally they have a biotechnology lab where students are learning about cloning and other biotechnology processes. He wants to look at Timberlane from an instructional point of view in the Strategic Planning Committee. From there the decision can be made as to what the Timberlane facilities need, to provide the programs identified. Also to be considered is the will of the community. Mrs. Hess reported that she believes that the community will be extremely upset if major reconstruction is proposed before the 2010-2011 school year. Mr. LaSalle stated that the first step in considering reconstruction is to budget for “seed” money to evaluate what you currently have and where you would like to be. Mrs. Suech stated she would like to see this seed money (approximately $250,000) added to the 2008-2009 budget for a feasibility study. Mr. LaSalle stated that he is planning on visiting more High Schools in the near future and to notify him via email if anyone on the Budget Committee would like to attend the tours with him. The purpose of the tours is to see what other high schools offer instructionally, that Timberlane does not. It is not, just to see their “pretty buildings”. Timberlane currently only has 68% of its graduates go on to further education. That percentage is one of Mr. LaSalle’s biggest concerns with Timberlane and one he aims to improve in the future.

George Stokinger handed out the District total budget for 2008-2009 which includes all administrator requests. The beginning bottom line for 2008-2009 is $60,591,174.

The Warrant Article discussion was tabled until the next meeting with the exception of a comment by Mr. LaSalle to only put “items” that you would “like” to have, in warrant articles. Never risk items that you definitely “need” to have in a warrant article. “Need” items should be included in the Budget.

Mrs. Winn made a motion to hold the second November Budget Committee Meeting on Monday November 19, 2007 at 7 pm at the SAU due to the Thanksgiving Holiday. The motion was seconded by Mr. Mascola.
Vote: Unanimous.

Posting the Budget and Warrant must be done 10 days prior to the Public Hearing which is scheduled for January 15, 2007 at the PAC at 7:00 pm. This does not give the Budget Committee much time to work on the proposed budget. An additional meeting may need to be scheduled. Mr. LaSalle will be back at the next Budget Committee meeting (11/19/2007) with his first round of recommended cuts. Mr. LaSalle explained that he has given the Administrators more freedom to state exactly what they need but once that is done, he expects them to live within their budgets and strictly limit budget transfers between lines.

Approval of Minutes:

A motion was made by Mr. Mascola and seconded by Mrs. Winn to approve the minutes of October 11, 2007 with amendments.
Vote: Unanimous.

A motion was made by Mr. Mascola and seconded by Mrs. Zerba to approve the minutes of October 25, 2007 with amendments.
Vote: Unanimous.

Mrs. Lambert brought up for discussion her frustration with a lack of notification that not all Budget Committee members were in attendance this evening. She felt that much of tonight's discussion would need to be repeated and would be a waste of time. She is wondering what the By-Laws state regarding missing multiple meetings? It was agreed that only notifying one person was not working. It was stated that if you know you cannot make the meeting, please notify at least three people, in advance, at the SAU Office.

Mrs. Zerba brought up for discussion her frustration with the Strategic Planning Committee not happening. She also stated that a lot of work must be done to educate the public about the feasibility study. Mrs. Ralph did a great job educating everyone about kindergarten by attending Selectmen's Meetings, PTA Meetings etc. She stated this also needs to done for the feasibility study and is wondering who is going to spearhead this campaign? Mrs. Suech was in agreement and stated that the Timberlane instructional programs need work as can be seen by the "continuing to further education" rate and she would like to see the "seed" money added to the proposed budget at the next meeting. Mrs. Winn stated that the new administration has only been in office for four months and cannot be held responsible for the Strategic Planning Committee not moving fast enough. Mrs. Zerba questioned whether the collection and distribution of instructional data possibly being the responsibility of Dr. Lalley and not Mr. LaSalle's who doesn't have time to go around and evaluate all these other High School programs. Mr. Stokinger reported from the last Administrators meeting that it is Dr. Lalley's job to guide us in the Strategic Planning but not to do it for us. He is presently asking the Administration "Where do we want to be in five years? What do we want to be known for?" Mr. Mascola stated Dr. Lalley built a model school, Souhegan High School. Mr. Balanoff stated this District cannot afford a school like Nashua South or Souhegan, not to mention the SAT scores are terrible and the schools have had everything they need to produce higher scores.

Mrs. Winn made a motion and was seconded by Mrs. Suech, to adjourn the meeting at 10:00 pm.
Vote: Unanimous.

Respectfully Submitted,
Kathy Smith
Recording Secretary
Approved November 20, 2007