

**TIMBERLANE REGIONAL SCHOOL DISTRICT**  
Serving the communities of Atkinson, Danville, Plaistow and Sandown

# Deliberative Session

**Steve Ranlett, Moderator**

February 4, 2016

Timberlane Regional High School  
36 Greenough Road, Plaistow, NH

# Budget Committee Members

## ATKINSON

Kate Delfino (2018)  
Julie Hammond (2016)

## PLAISTOW

Dennis Heffernan, Chair (2016)  
Thomas Geary, III (2017)  
Anthony Cantone (2018)

## DANVILLE

Joshua Horns (2017)  
Michelle O'Neil (2016)

## SANDOWN

Cathleen Gorman (2016)  
Lee Dube (2018)

## SCHOOL BOARD REPRESENTATIVE

Rick Blair (2016)

# School Board Members

## ATKINSON

Jack Sapia (2017)  
Gregory Spero (2018)

## DANVILLE

Rob Collins (2017)  
Nancy Steenson, Chair (2016)

## PLAISTOW

Peter Bealo, Vice Chair (2018)  
Rick Blair (2016)  
Susan Sherman (2017)

## SANDOWN

Donna Green (2018)  
Kelly Ward (2016)



**Dr. Earl Metzler**  
**Superintendent of Schools**

# Meeting Rules

1. No smoking. Turn off cell phones or set them to vibrate.
  2. Each person will treat every other participant with courtesy and respect.
  3. Any voter who wishes to address the meeting will approach the microphone, be recognized by the moderator, and will then state his or her name and address, and spell the last name.
  4. General comments will be limited to 3 minutes maximum, presentations will be given 10 minutes.
  5. Speakers shall remain at the microphone for answers to their questions.
  6. All questions to the School Board, Budget Committee or other officials or meeting participants will be directed to the moderator.
  7. Each voter who desires to speak on an article will be given a chance to do so before any voter is given a second opportunity to speak on the same issue.
  8. Makers of motions and seconds will state their name for the district clerk.
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# Meeting Rules

9. Only one amendment will be allowed on the floor at any one time. No amendment to an amendment will be allowed; such proposals will be dealt with as subsequent amendments after the first amendment has been voted upon. Amendments must be in writing and signed by the voter along with their printed name.
  10. Motions must be made in the affirmative. No negative motions.
  11. Secret ballots must be requested by 5 voters in writing and signed by the voters (verified by the clerk) and made before the vote on an article.
  12. Challengers to any voice vote require 7 or more voters immediately after it is announced who then may request a written ballot.
  13. Municipal Budget Act – 10% limit will be explained by the School Board Chair or District Attorney if necessary.
  14. Reasonable discussion on both sides of a motion will be allowed before a “call the question” will be accepted by the moderator. A 2/3 vote is required for a call the question.
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# Meeting Rules

15. Any amendment of financial amounts must be stated in dollars. Percentage figures must be converted to dollar amounts.
16. Upon appeal of any ruling by the moderator, a majority vote will prevail.
17. Roberts Rule of Order will be used as a guide only.
18. At any time during the meeting these rules may be altered by a majority vote.

Without objection from the floor, we will adopt these rules for the conduct of the meeting subject to change.

We are now ready to move to the Warrant.

# First Session of Annual Meeting

You are hereby notified to meet at the Timberlane High School, 36 Greenough Road, Plaistow, New Hampshire, on Thursday, the 4<sup>th</sup> day of February 2016, at 7:00 p.m. This session shall consist of explanation, discussion, and debate of warrant articles number 2 through number 9. Warrant articles may be amended subject to the following limitations: (a) warrant articles whose wording is prescribed by law shall not be amended, (b) warrant articles that are amended shall be placed on the official ballot for a final vote on the main motion, as amended, and (c) no warrant article shall be amended to eliminate the subject matter of the article.

# Second Session of Annual Meeting

## Second Session of Annual Meeting (Voting)

Voting on warrant articles number 1 through number 9 will be conducted by official ballot to be held in conjunction with town meeting voting to be held on Tuesday, the 8<sup>th</sup> day of March, 2016, at the Town election polls in Atkinson, Danville, Plaistow, and Sandown, New Hampshire.

Atkinson will vote at the Atkinson Community Center 7am-8pm

Danville will vote at the Danville Community Center 8am-7pm

Plaistow will vote at Pollard School 7am-8pm

Sandown will vote at the Sandown Town Hall 8am-8pm

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# Article 1 – Election of Officers

To choose the following school district officers:

Danville Voters	School Board Member	3-year Term
Plaistow Voters	School Board Member	3-year Term
Sandown Voters	School Board Member	3-Year Term
Atkinson Voters	Budget Committee Member	1-Year Term
Danville Voters	Budget Committee Member	3-Year Term
Plaistow Voters	Budget Committee Member	3-Year Term
Sandown Voters	Budget Committee Member	3-Year Term

# Article 2 – Operating Budget

Shall the voters of the Timberlane Regional School District raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling **\$69,333,958**? Should this article be defeated, the operating budget shall be **\$70,108,969** which is the same as last year, with certain adjustments required by previous action of the Timberlane Regional School District or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. Note: Warrant Article 2 (the operating budget) does not include appropriations proposed under any other warrant articles. (MAJORITY VOTE REQUIRED)

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# Budget Process

- Building Level Needs
    - Building Administrators
    - Directors
  - Review & Recommendation
    - School Board
    - Budget Committee
  - Public Deliberation
  - Vote
-

# Need Based Budget Requests

Total 2015-2016 Budget:	\$68,321,710	
Administrative Requests		
• Increase of:	\$3,063,056	4.48%
Committee & Board Adjustments		
• Decrease of:	(\$2,050,808)	
Proposed Budget Summary		
• Increase of:	\$1,012,248	1.48%

Total 2016-2017 Proposed Budget

**\$69,333,958**

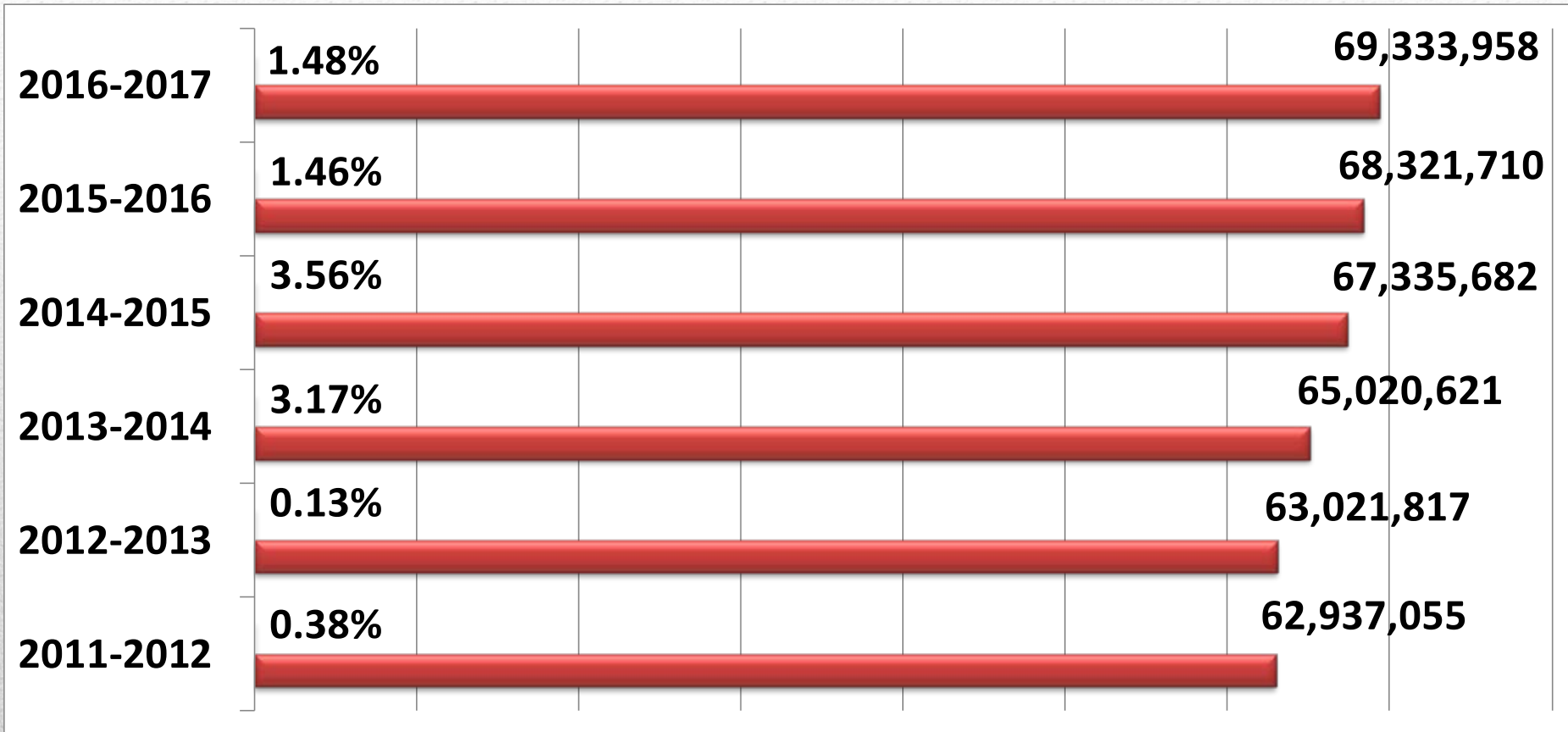
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# Operating Budget

## 2015-2016 to 2016-2017

2016-2017 Proposed	\$69,333,958
2015-2016 Budget	\$68,321,710
Change	\$1,012,248
Percent	1.48%

# Historical Budget



Adjusted for prior year warrant articles

# Increases in Operating Budget

Employee Insurance	\$1,559,520
Site and Building Projects	449,890
SAU 55	242,419
Utilities	47,683
Professional Services	37,956
Telephone/Communications	28,384
<b>TOTAL INCREASE</b>	<b>\$2,365,852</b>

# Decreases in Operating Budget

Salaries	(\$414,874)
Tuition	(282,797)
Capital Reserve	(249,999)
Software/Books & Info Res	(148,051)
Equipment	(113,043)
Bond Interest	(84,000)
FICA, NHRS	(57,871)
Supplies	(29,548)
<b>TOTAL DECREASE</b>	<b>(\$1,380,183)</b>

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# Changes By Major Category

## 2015-2016 to 2016-2017

Salaries and Benefits	\$1,095,010
Instruction Related	(568,617)
Facilities Related	375,241
Other	110,614
<b>TOTAL INCREASE</b>	<b>\$1,012,248</b>

# Salaries and Benefits

Salaries	(\$414,874)
Insurance	1,559,520
NH Retirement	(47,658)
FICA	(10,213)
Work Comp/ Unemployment	13,740
<b>TOTAL</b>	<b>\$1,095,009</b>

# Instruction Related

Tuition (Special Ed & Vocational)	(\$282,797)
Equipment	(113,043)
Professional Services	(33,510)
Books/Software	(148,051)
Supplies	8,784
<b>TOTAL</b>	<b>(\$568,617)</b>

# Facilities

Renovation & Repair	\$449,890
Supplies	(38,332)
Utilities	47,683
Bond Interest	(84,000)
<b>TOTAL</b>	<b>\$375,241</b>

# Other

School Administrative Unit 55	\$242,419
Fund Transfers	(249,999)
Professional Services	71,466
Other	46,728
<b>TOTAL</b>	<b>\$110,614</b>

# Recommended vs. Default

Recommended Budget	\$69,333,958
Default Budget	\$70,108,969
Difference	(\$775,011)
Percentage	(1.11)

# DEFAULT BUDGET OF THE SCHOOL

OF: Timberlane Regional School District, NH  
 Fiscal Year From July 1, XXXX to June 30, XXXX

RSA 40:13, IX (b) "Default budget" as used in this subdivision means the **amount of the same appropriations as contained in the operating budget authorized for the previous year, reduced and increased, as the case may be, by debt service, contracts, and other obligations previously incurred or mandated by law, and reduced by one-time expenditures contained in the operating budget.** For the purposes of this paragraph, one-time expenditures shall be appropriations not likely to recur in the succeeding budget, **as determined by the governing body,** unless the provisions of RSA 40:14-b are adopted, of the local political subdivision.

Acct.#	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	Prior Year Adopted Operating Budget	Reductions & Increases	Minus 1-Time Appropriations	DEFAULT BUDGET
INSTRUCTION					
1100-1199	Regular Programs				

# Estimated Tax Rate Impact\*

	2015	Recommended	Default
ATKINSON	\$14.93	\$16.08	\$16.30
DANVILLE	\$23.58	\$25.15	\$25.58
PLAISTOW	\$17.11	\$18.00	\$18.26
SANDOWN	\$21.14	\$23.62	\$24.02

\* Combined local and state school rate

# Article 2 – Operating Budget

**Recommended by the School Board 7-0-1**

**Recommended by the Budget Committee 7-0-0**

# Article 3 – Capital Reserve Fund

Shall the voters of the Timberlane Regional School District raise and appropriate up to **\$250,000** to be placed in the School Building Construction, Reconstruction, Capital Improvement and Land Purchase Capital Reserve Fund established in 1996, with such amount to be transferred from those funds in the June 30, 2016 unassigned fund balance available for transfer on July 1 of this year which were apportioned as Capital Expenses in 2015-2016 in accordance with Article 6 of the Timberlane Regional School District Articles of Agreement? No amount to be raised by taxation. (MAJORITY VOTE REQUIRED)

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# Article 3 – Capital Reserve Fund

[Intent: This article puts money aside for future capital improvements. Money is only put into this Capital Reserve Fund if it is available at the end of the fiscal year. Capital expense appropriations are calculated in accordance with the Timberlane Regional School District Articles of Agreement (Article 6) apportionment formula as follows:

“The capital expenses of the Timberlane Regional School District payable in each fiscal year shall be apportioned on the equalized valuation as most currently available as determined by the State Tax Commission”.]

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# Article 3 – Capital Reserve Fund

**Recommended by the School Board 7-1-0**

**Recommended by the Budget Committee 7-0-0**

# Article 4 – 3-year Collective Bargaining Agreement (TTA)

Shall the voters of the Timberlane Regional School District approve the cost items included in the collective bargaining agreement reached between the Timberlane Teachers Association and the Timberlane Regional School Board, which calls for the following increases in salaries and benefits at the current staffing levels over the amount paid in the prior fiscal year:

Fiscal Year	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>
Estimated Increase	<b>\$611,032</b>	<b>\$633,573</b>	<b>\$724,684</b>

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**3-Year Total: \$1,969,289**

# Article 4 – 3-year Collective Bargaining Agreement (TTA)

**AND**

further to raise and appropriate the sum of **\$611,032** for the 2016-17 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at the current staffing levels?  
(MAJORITY VOTE REQUIRED)

# Article 4 – 3-year Collective Bargaining Agreement (TTA)

[Intent: This article will allow the school district to enter into a successor three-year contract with the Timberlane Teachers Association. The proposed contract ratified by the union and the school board represents a 3% increase in salaries and a \$210k cost savings in insurances for year one, a 2.3% increase in salaries in year two, and a 2.5% increase in salaries in year three.]

# Article 4 – 3-year Collective Bargaining Agreement (TTA)

## SUMMARY OF CHANGES

Salaries:

YEAR	Step / increase %	Step / increase %
2016-17	Steps 1-14 / 0.75%	Step 15 / 2.0%
2017-18	Steps 1-14 / 0.5%	Step 15 / 1.0%
2018-19	Steps 1-14 / 0.5%	Step 15 / 1.5%

Sick Bank:

- The sick bank maximum was increased from 600 to 1,000 days.

# Article 4 – 3-year Collective Bargaining Agreement (TTA)

Additional changes to the agreement include adding language to address the requirements and mandates of the Affordable Care Act, incorporating the Online Learning Blizzard Bag Days provisions, clarifications to credit and course reimbursement allocations, and permitting the Superintendent to hire candidates up to two steps higher for positions designated as critical shortage areas in an effort to secure qualified, experienced educators.

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# Article 4 – 3-year Collective Bargaining Agreement (TTA)

**Recommended by the School Board 8-0-0**

**Recommended by the Budget Committee 7-0-0**

# Article 5 – Authorization For Special Meeting On Cost Items

Shall the voters of the Timberlane Regional School District, if Article 4 is defeated, authorize the Timberlane Regional School Board to call one special meeting, at its option, to address Article 4 cost items only? (Without this Article the District would have to petition Superior Court for a Special School District Meeting. This saves the District the expense of attorney fees and court costs). (MAJORITY VOTE REQUIRED)

# Article 5 – Authorization For Special Meeting On Cost Items

[Intent: This article is suggested by the NH Department of Revenue Administration as a cost saving measure.]

# Article 5 – Authorization For Special Meeting On Cost Items

**Recommended by the School Board 8-0-0**

# Article 6 – Danville Elementary Sprinkler System

Shall the voters of the Timberlane Regional School District raise and appropriate up to \$503,000 for the installation of a fire suppression sprinkler system (“Fire Suppression Sprinkler System Capital Project”) in the Danville Elementary School. This amount would be combined with \$250,000 previously raised and appropriated in the 2015-2016 budget for this purpose with the balance of \$503,000 to be raised by taxation in 2016-2017. (MAJORITY VOTE REQUIRED)

Total Project Cost: \$753,000

Amount to be expended from 2015/2016: - \$250,000

Amount to be raised by taxation in 2016/2017: \$503,000

# Article 6 – Danville Elementary Sprinkler System

[Intent: This article will allow for the installation of a fire suppression sprinkler system (FSSS) at Danville Elementary School. All of our schools have FSSS although some only have FSSS in their boiler rooms. The schools in Sandown and Danville have FSSS in their boiler rooms only. The \$503,000 requested this year will be combined with the \$250,000 previously raised and appropriated from the '15-'16 budget for a total project cost of \$753,000.]

# Article 6 – Danville Elementary Sprinkler System

According to the National Fire Protection Association "In educational properties, direct property damage per reported fire was 62% lower when wet pipe sprinklers were present, compared to fires with no automatic extinguishing equipment present." AND "93% of fires in these properties were confined to the room of origin" AND "Over half of the structure fires in these properties (53%) occurred between the hours of 9 a.m. and 3 p.m." A sprinkler system mitigates property damage until the Fire Department arrives. ]

# Article 6 – Danville Elementary Sprinkler System

**Recommended by the School Board 7-1-0**

**Not Recommended by the Budget Committee 3-3-1**

# Article 7 – Middle School Renovation Study

Shall the voters of the Timberlane Regional School District raise and appropriate \$30,000 to be used to study improvements to the educational experience of the students utilizing the 21 classrooms at Timberlane Regional Middle School that currently have no windows or skylights.  
(MAJORITY VOTE REQUIRED)

# Article 7 – Middle School Renovation Study

[Intent: These 21 classrooms make up one third of all the classrooms at TRMS. All of our 6th and 7th grade students spend time in these classrooms that do not provide any light from the sun or have full spectrum lighting. Studies have shown significant improvement in student achievement when attending school in classrooms with sunlight. This money would be utilized to study available options to improve the experience of the students utilizing these classrooms, such as, but not limited to, lighting and/or skylights.]

# Article 7 – Middle School Renovation Study



**NOTES:**

1. EXHAUST FROM THE CONSTRUCTION AREA SHALL BE MAINTAINED 24 HOURS PER DAY EXCEPT DURING ASBESTOS ABATEMENT OPERATIONS.

# Article 7 – Middle School Renovation Study

## Research

- Students with daylight in their classrooms (from windows and skylights) perform 20 to 25% better on reading and math tests than students without access to daylight.
  - The same study shows that students in classrooms with larger window areas progress up to 20% faster than their counterparts in rooms with smaller window areas.
- Heschong Mahone Group 1999*
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# Article 7 – Middle School Renovation Study

## Research

- Students that had a well-designed skylight in their room, one that diffused the daylight throughout the room and which allowed teachers to control the amount of daylight entering the room, also improved 19-20% faster than those students without a skylight.

*California Board for Energy Efficiency 1999*

# Article 7 – Middle School Renovation Study

## Research

- Students in full spectrum light attended school 3.2 – 3.8 more days per year

*Johnson County, NC 2 year study*

- Students with the most daylighting in their classrooms progressed 20% faster on math tests and 26% faster on reading tests in one year than those with the least amount of daylighting.

*Capistrano School District in Orange County, CA*

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# Article 7 – Middle School Renovation Study

## Research

- Found a 7% improvement in test scores in those classrooms that used daylighting and a 14% to 18% improvement for those students in the classrooms with the largest window areas.

### *The Poudre Schools District in Fort Collins, CO*

- Students in classrooms with the largest window area, or most daylight, were found to be testing 9% to 15% higher than those students in classrooms with the least window area.

*Seattle, WA*

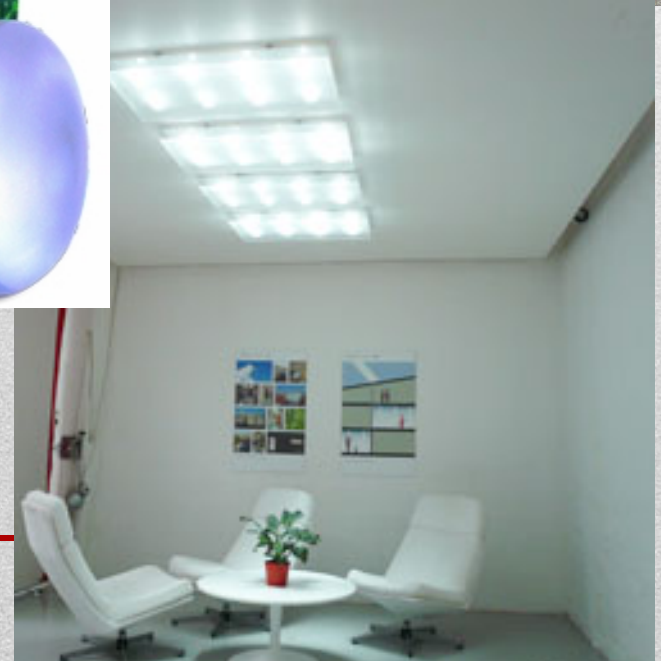
# Article 7 – Middle School Renovation Study

## Research

- Controlled study verified that depression was lowered among those students who experienced learning under full-spectrum lighting. Also, depression actually increased under standard fluorescent lights among the fourth graders.

*Titoff, 1999*

# Article 7 – Middle School Renovation Study



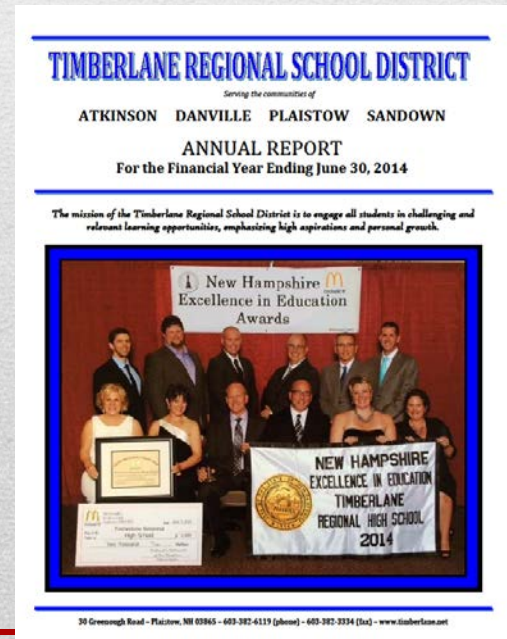
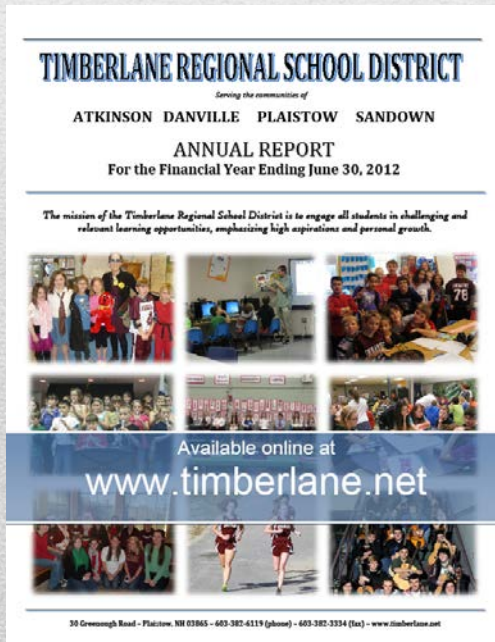
# Article 7 – Middle School Renovation Study

**Not Recommended by the School Board 6-2-0**

**Not Recommended by the Budget Committee 7-0-0**

# Article 8 - Acceptance of Reports

Shall the Timberlane Regional School District accept reports of agents, auditors, and committees as written in the 2015 Annual Report? (MAJORITY VOTE REQUIRED)



# Article 8 - Acceptance of Reports

**Recommended by the School Board 8-0-0**

# Article 9 – Self-funding Of Full-time Kindergarten On Warrant Petition By Cathleen Gorman ET AL

Shall the Timberlane Regional School District require all costs associated with funding a full-time kindergarten program be completely self-funding by private tuition?  
(MAJORITY VOTE REQUIRED)

# Special Meetings

The School Board will meet in the library immediately following this session to take recommendation action on the warrant and conduct other school board business.

The Budget Committee will meet in room 506 immediately following this session to take recommendation action on the warrant and conduct other budget committee business.

# VOTE

## MARCH 8, 2016

**Atkinson:** Atkinson Community Center 7am-8pm

**Danville:** Danville Community Center 8am-7pm

**Plaistow:** Pollard School 7am-8pm

**Sandown:** Sandown Town Hall 8am-8pm

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