

Sanborn Regional School District
Budget Committee Meeting Minutes
December 5, 2019
Sanborn Regional High School Library

Present:

Chair - Annie Collyer	Newton
Jim McCarthy	Newton
Vanessa Matias	Newton
Cheryl Gannon	Kingston
Moira Bashaw	Kingston
Mary Cyr	Member-at-Large
Larry Heath	School Board Member
ABSENT (excused)	Jim Doggett Kingston

Administrators

Superintendent	Thomas Ambrose
Business Administrator	Matthew Angell

Call to Order: Chairman A. Collyer called meeting to order at 7: 03 p.m.

Pledge of Allegiance:

-Motion to Approve Minutes - L. Heath/second -V. Matias vote = PASSED - UNANIMOUS

Clarification of the minutes from Oct 10th; point of order by C. Gannon stands as originally written.

Business Administrator: Answers to Questions from Budget Committee on Superintendent's Budget Recommendations. are on SAU 17 web page for review. No additional questions posed at this meeting.

Presentation of Information on Revenues and Taxes by Business Administrator – M. Angell –

He created two estimated revenue statements, one for default budget, one for the operating budget (see addendum #1).

T. Ambrose – Notes, the figures presented are based on last year's tax rates and current assessments. Anticipate; if your home is revalued at a higher rate, your bill will go up some.

M. Angell– Revenues for the operating budget are lower than the default budget and changes the tax assessment.

Explains that there are entitlement grants (ex. School lunch) and those that are essentially lottery grants, blue light programs, (based upon need).

The bulk of our grant funding is based upon entitlement grants, such as Special Education.

M. Angell – BUILDING AID: the State pays a portion of the debt service on the new high school. Going forward they will be changing to upfront funding.

T. Ambrose – We are planning on zero funding from Medicaid, a federal program. - \$165,000, is the estimated figure from previous years

T. Ambrose – The \$400k, listed as going back to taxpayers, was never cut from the current budget because it is the default. The total savings was approximately \$1.4 . We agreed we would give \$429k back to the community, and put the other \$950k into supporting students through academic intervention. This is what will happen toward the end of 2021-2022, of the two-year phasing plan. That is different from the \$400k on this budget! The budget was frozen so It was retained in the event of an emergency from overage on the budget, so the board retained the \$400k. This is separate from the re-organization funds.

T. Ambrose – Last year we had a surplus of \$1.4 million dollars, \$400k, was retained for this year.

School Board Report

L. Heath – The Operating Budget was approved last night by the School Board, **unanimously**, with some minor changes for correction. (addendum #2)

The default budget was discussed; Hockey program is not included in the default budget and movement of account monies from the Middle School Library/and into Bakie (See Addendum #3)

Preparation of Proposed Budget for FY 20-21 –

Motion to accept operating budget as proposed- J. McCarthy/seconded by L. Heath.

A. Collyer – Any discussion?

M. Cyr – Reads prepared letter, (addendum #3)

Vote= PASSED – UNANIMOUS.

J. McCarthy How do we get out of this restriction of a default budget? .

T. Ambrose - Passage of an operating budget because the default budget does not reflect the accuracy of what is happening in the district.

M. Cyr – Educate the electorate on the benefits of having an Operating budget vs a default budget as being able to target funding where needed. The message should be; this is a reasonable and fair operating budget which is less than the default budget.

T. Ambrose– The Operating budget is what we need for the school to support the reorganization to reallocate the resources to help the kids that need help with learning in school and for the Teacher of students who excel in school.

M. Angell – Regarding the high cost of Comcast. It is partially is paid for by federal E-RATES, a reduced fee for schools. Another vendor would not have the E-RATE funding. Our current system serves 2000 + people and includes phones, internet for parents, students and employees.

Discussion ensues regarding the communications and updating the ACCOUNTING system.

T. Ambrose: Bus routes, communication software updates will be audited as part of the reorganization.

Discussion

We hope for the reassessment of the seminary, the gym and science building by the insurance company. by the public hearing.

MOTION on the floor to accept the Operating Budget as accepted by the School Board –

Vote=PASSED - UNANIMOUS

Public Comment –Tammy Mahoney, Kingston – Thank you for supporting the School Board’s Budget. Important to note default budget does not have the funding for the hockey division.

Jim Baker, Newton – I’d like to applaud the administration, budget committee and school board for the incredible work done this past year. The school board and budget committee have been fiscally responsible.

A. Collyer - Presents suggested slides for viewing at public meeting. (Addendum #4).

Complete Review of Budget Committee Guideline Revisions – A. Collyer- Turn over to Cheryl Gannon, Chair of the sub-committee. (Addendum #5)

**MOTION– To accept the Budget Committee Procedure Guidelines, as revised by: M. Bashaw/
second - L. Heath - Vote= PASSED - UNANIMOUS**

Committee Comment – C. Gannon, very unusual budget year. I am glad we came to a consensus I'm encouraged by the EISA committee creating a process for on line subscriptions will be a model for when searching for other budget items in the future.

Next Meeting: Thursday, December 12 –7 PM

- **Begin to Prepare Presentation for Public Hearing in January**

MOTION to adjourn – M. Cyr/ second V. Matias vote= PASSED - UNANIMOUS

Adjourned: 8:56 p.m.

Judith Schaefer
Recording Secretary

Budget Questions and Responses 12-5-19

Budget Question 1. **New budget request of \$11,750. Auditorium Replacement Equip/Fees for Concerts.** This acct. name has never been changed, and as default budget approved at district meeting last year, it will get carried forward to the current year.

Budget Question 2. **Request \$75,000. – District Wide Expenditure**

Transferred to professional improvement services, district wide professional education for the teachers. Can't be changed because it's a default budget. New budget request – wrong acct wrong description.

Budget Question 3. **\$151,255.71 – 11% increase - Regular Education Salaries – Bakie**
Mentioned are salary increases “specials” degrees earned, unpaid leave, etc.

Budget Question 4. Subject **\$98,287.78– Stipend- Regular Education Salary Increase – Middle School**

J. McCarthy – Can we get a list of the specials being considered for teachers, for transparency? V. Matias – Can we get a breakdown of the number for employees leaving and starting? Agreed upon.

Budget Question 5. Subject **\$4500. – Stipend – before and after school care - Bakie**

C. Gannon – Could you tell us what the before and after school care entails? M. Angell – Before and after school care would be a special where, someone is providing care for the children before and after school so the children aren't being unsupervised on school property. It is not a before or after school program like the Y.

Budget Question 6. Subject **\$4,500. – Stipend - Support Salaries - Memorial**
same as number 5

Budget Question 7. Subject **\$26,999.28 – Employee Sift Compensation – H.S.**

Support staff for high school – new hire and for what purpose? – pay differences for employees filling position from one year to the next.

Budget Question 8. **Why the reductions in Teacher initiative? Staff Impact?**

–Yes, the numbers are down, and it may be a timing of when expended. Further investigation is needed.

Budget Question 9. Subject **(\$19,251.00) – Contracted Services filled by District Employee**

District had to hire Kingston Police Dept as a contracted SRO – school resource officer. Now an employee.

Budget Question 10. **\$1,141,933.83 increase in Regular Education Actual number is \$1.556,019 – Contracted salaries, benefits & supplies plus online service for \$68,374 moved to this category from another**

All the grant codes are put in as one number, so it skews the figures.

M. Angell – The \$1.4 mill intervention plan that was previously discussed, would begin next year. A Collyer noted there are already 2 interventionists in the HS without increased expense.

Budget Question 11. Special Education Increase – Salaries, benefits & out of district placements

Special education - 457,237.36 M. Angell –the data is skewed from one year to the next.

M. Cyr – We cannot provide the services here, but we are obligated to pay for that.

Budget Question 12. Technical Services – Guidance – Student testing

M. Angell – technological services SAT and PSATs.

Budget Question 13. Psychological Services – Psychological evaluation for special education

SoRock the drug abuse prevention program just recently lost their grant funding We will have to come up with some special funding to get the program to continue in the district.

Budget Question 14. Information Access Fees – Library – increase 246.4% -Online resources

M. Angell – This will be an ongoing expense that replaces printed resources.

Budget Question 15. Legal Services – Reduction 68.2% - Several one-time legal issues Contract negotiations.

Budget Question 16. Other Property Services – 100. % Reduction- One-time cost remediation Seminary Property.

M. Angell – Every water faucet, every single water source is tested. Published on NHDES website.

Budget Question 17. Property Insurance – Decrease based upon claims of District Pool (cities, towns)

M. Angell – Our insurance company has flat lined our premiums for two years.

Revaluation of some possibly overinsured buildings being looked at.

Budget Question 18. Fuel Oil – Increase/Decrease H.S. – Movement between buildings

M. Angell– Although you have an incredible rate on fuel this year, I'm not going to count of that going forward. M. Angell – I'm looking at two companies to come in to evaluate our energy use. Proposals will be made to taxpayers, with estimates for ROI-Return on investment

Budget Question 19. Care & Upkeep of Grounds – Land Improvement – Increase 61.9% - Most is H.S. maintenance A. Collyer – This building went into use 2006/7, we're in our 14th year for this building.

M. Angell – We will start seeing maintenance costs going up.

Budget Question 20. **Student Transportation – Increase according to contract? - Yes**
M. Angell – Really no increase in routes. One bus route had significant increase stops.

Budget Question 21. **Student Trans/Homeless – Increase in need? – Yes, in anticipation**
M. Angell – The federal statute requires transportation for homeless students. We must have funding.

Budget Question 22. **Information Maintenance Services - For new software, budget for last year? Has it been spent? How does actual cost compare with estimates? Is this a one-time expense not to be in default budget?**
M. Angell – These are on-line services, not new software.

Budget Question 23. **Revisions to revenue estimates per actual experience – After several years with no change, what changes are occurring in our district? Will revenue estimates increase or decrease for the actual this year and coming budget year? - The issue is very slow state aid figures that go into the revenue estimates.**

M. Angell updated revenue estimates for this school year. Current year, big numbers that I can deal with; tuition rate, Medicaid funding, no Keno revenues. That's as close to actual.

Question 24. **General Facilities Fund – Revenues – Facilities rental manger – Facilities fund – needs being paid – Rental Revenues have been going down. Facilities Manager is for the auditorium not rental management.**

M. Angell – We rent our facilities and that amount goes into a revolving fund. We can use the rental revenue to pay for technology and custodial needs. Members requested looking at ways to increase rental revenue.

Budget Question 25. **Student Info System Infinite Campus/Gradebook & Wazzle Pinnacle Gradebook - Why are two “gradebooks” (as detailed) needed at 30k**

M. Angell - One does a better job on the grade book, one for transcripts.

Budget Question 26. **Rental Space for SAU office - MIDDLE SCHOOL Library position is not filled, source of funds for the SAU Rental**

M. Angell – I asked each of the schools to give 1.54% of their overall budget to fund MS construction this year.

Budget Question 27. **A-V Services for School Board – Discussions WITH THE ADMINISTRATION ARE IN PROGRESS– solution forthcoming.**

Budget Question 28. **What is the likely tax impact of the approved Budget? What is the impact of the \$400,000? Now held for emergency expenditures? - How does the amount returned to taxpayers this year differ for the past 5 years? - Why was the amount of unexpended revenues higher in the past few years?**

M. Angell will go into more detail in the future.

Questions were voiced regarding security of the front of the Memorial Building being funded from operating budget.