

# **Budget Committee**

## **School Budget Workshop Meeting Minutes**

**Tuesday November 18<sup>th</sup> 2014**

**Budget Committee:** seating members Chairman Bruce Woodruff, Bob Carrier, Jennifer Crone  
Larry Brown, Eric Ohlenbusch, Devon Pageau

**Absent:** Mike Beaulieu (Selectmen Representative) Stan Nadeau (Water District Representative)

**School Board members:** seating members Chair Ann Walsh, Paul Steer, Andy Crone, Doug Shute  
Brandy Banks

**Administration:** Micheal Tursi – Superintendent of SAU # 64 - Nathan Castle Business Administrator

Anne Kebler – Student Services Director – Aaron Bronson – Principal of Nute High/Middle School, Bob Adams - Facilities Administrator, Doug Kilmister – Principal MES

**Guest:** Boy Scout Troop 155 earning their communication merit badge

The Chairman called the meeting to order at 6:04pm

The Chairman of the Budget Committee called the roll of seating members: a quorum was present,

The School Board: a quorum was present.

Mr. Tursi handed the Budget Committee a revised proposed budget for FY 2015-2016

In review of the proposed budget FY 2016, the following items are to be noted:

**General Items:**

Health insurance is based on a 2.5% estimated increase over 2014-2015

**All Other Items:** 2220 Library

Line # 100-2220-57310-3-00 High library desktop computer \$2,000

These are the only changes made from the previous proposed budget November 3<sup>rd</sup> 2014 meeting.

The overall increase from FY 15 budget is 1.96%

The Chairman ask if there were questions concerning the proposed School budget.

B.Carrier: The School employees whose wages are funded 100% by grants what happens to the employees if the grants for that position are no longer being funded?

Mr. Tursi all grant funded positions are contingent upon funding, if the funding does not come in through the grant we do not hold that position. Ann: added at the bottom of the employee's contract contingent upon grant.

We have a couple positions under Title one if those money decrease year after year than the people that are hired out of Title one realize if we do not have the funds the positions we do not have the positions.

Where you see the 50% that comes out of our operating budget the other 50% are covered by grants.

They are not picked up in the operating budget because we haven't proposed that. The one position that we did propose taking on 50% currently it's at 100% is the student assist counselor.

B.Woodruff: Another words the budget presented to us is the highest cost. Mr. Tursi: The budget presented to you does not include any of the grant positions except for the 50% Special Ed. Co-Ordinator and Student Counselor.

L.Brown: All the perspective grant funding is Zero cost to the agency. Mr.Tursi if we have a reduction in grant funding do we pick up those cost in our operating budget no we do not.

B.Carrier: ask about the Transportation lease warranty of the new van: It has standard lease coverage.

B.Carrier: I don't see the estimated 1<sup>st</sup> year lease. I was looking at the Transportation lease line it's a bigger number.

Mr. Tursi These include other leases. He gave a breakdown of the lease costs. The 2012 van year 4 of 5 \$5,200, 2012 bus year 4 of 5 \$17,000, 2014 van year 2 of 5 \$5,300, 2014 bus year 2 of 5 \$17,500 the new van estimate cost lease \$5,800. The total is 4 current leases and the anticipation of the new van.

There will be a warrant article for \$15,000 to go into the current School bus Trust Fund. If we are able to get that we might be able to purchase the van outright.

The Trust Fund is currently closed to \$11,000.

B.Carrier: ask for an update on the Trust Funds and also the revenue and grant report with the monthly expense report. The grant and revenue report was not received with the October expense report.

B.Carrier: question the 1 workbench line # 100-1100-57330-3-00 Reg Ed Furn/Fix for shop \$2,200 why can't students build it?

Mr.Tursi: This is something that we looked at last year. The analyses of the work to see if the bench was recoverable the wood on top is in bad shape.

B.Carrier: Why do we need to give a stipend for the credit recovery line # 100-1100-51140-3-00 Reg Ed HS Para Salaries \$1,000?

Mr. Tursi: This is additional compensation for the current job responsibilities.

This was something we put in when we brought in the Plato software for somebody to supervise students which would be outside of the regular supervisory role.

J.Crone: are all the paras special Ed? A.Walsh: Some are Paras are Special ED and 1 Para that's Reg Ed Elementary.

J.Crone: So that's part of the reason why there's a stipend because of Special Ed Para could not do the credit recovery during the hours that there doing there Special Ed job. Mr.Tursi: This stipend is for the HS.

B.Carrier: The question again why are we giving stipends for Team leader stipends line #100-1400-51130-2-00 Mid/High Co-Curricular salaries? \$5,000.

B.Carrier: This was grant funded and now it's come to an end. Maybe we should wait a year to see if the grant becomes available again. B.Woodruff: Bobs question is what does it do what is the value.

Mr.Tursi: These positions are stipends for teachers that are serving on a leadership team similar to what was approved last year at the Elementary School were trying to bring to the Mid/High School. These teachers are the ones that are assisting in making substantial decisions around the operation of the Schools. They are advisory to the Principal and assistant Principle and they help facilitate meetings with the staff.

When we apply for grants one of the intents is to sustain whatever we brought in because of the grant money  
That's the intent of a grant is to sustain supplemental resources that could be human resources or physical resources. It is an interval part of the school.

**B.Carrier:** The Vocational Program line # 100-1300-51120-3-00 School to work Co-Ordinator \$1,185.

There are a lot of grants with summer school programs in there could some of the money come out of these grants?

**Mr.Tursi:** It originally did come out of a grant this is something we need to maintain because what we built upon are extended learning opportunities program in the summer and we extended the summer program as well to bring in other enrichment opportunities outside of regular academic requirements for students to go to summer school.

**B.Woodruff:** One of the things I think we're looking for is the idea that these type of programs have a measurable positive impact over time. Without crunching numbers is it making a positive impact on students? **Mr.Tursi:** Absolutely The extended learning opportunities that students participate in have really expanded on their learning base on their interest and this is what we're trying to promote.

**B.Carrier:** Regular Ed line # 100-1100-51120-1-00 Elementary Technology Teachers Contract \$1,106

This line is to make sure that the computers are working correctly this is done in the summer before students come in why the extra 5 days?

**Mr.Tursi:** The Elementary Technology Teacher comes in over the summer provides professional development for our current staff as well as preparing the School for some of the updated technology pieces that we have. This is work outside for regular contractors. She's comes in during the summer which is when Teachers might have the time for professional development because they don't have it during the school year.

**B.Woodruff:** Would you expand on what Technology piece means? This is chrome books that we brought in to the Elementary School. The Technology Teacher assist in providing professional development for Teachers to use the chrome books so they can utilize the chrome books in their classroom for students. If we purchase any new application on the computers or on the Ipads she provides professional development around those prior to the students coming in to school.

**B.Carrier:** question about the new lawn tractor line # 100-2610-54230-1-00 OP/Maint. Care of Grounds \$8,000. **B.Adams:** This is a high end residential riding lawn motor which is below commercial grade you can put attachments on it. **P.Steer** this is above and beyond compare to what they have now. The current mower is 17yrs old for what they paid for it back then this is a good price.

**D.Pageau:** The Town has a couple of these machines has anybody talk to the Town? How many times a year that the lawn gets mowed?

He said the Town and the School need to work together. When the Town cuts all the lawns in Town which comes out of the Government Building budget. They could spend some time cutting the Schools lawn.

**B.Woodruff:** It's a good suggestion to at least have a fact finding to study the pros and cons of the benefits.

**A.Walsh:** I remember we talked about it several years ago about snowplowing. If we were to do that we would be having to increase the Town budget to cover the cost because it would increase the HWY dept budget.

**J.Crone:** The snow removal was one of the issues it was because of the time of day they could get here and the liability, but I don't think that would be an issue with the grass. I think if we talk to them about it without doing that.

I think that maybe we should keep the grass and the snow separate.

L.Brown: I've been going to the Selectmen's there is more dialog available on the Town budget where it's going as oppose to sessions the School Board has had. The problem between the two budgets is many things that the school district does are constrained by contract and third party mandates, so you're dealing with percentage range from a generous 15% of the budget down to as low as 6%. *Where did you find the areas that were reduced most intense? on reductions that were particularly intense?* *were there any discussions*

A.Walsh: There was a discussion on outsourcing our snow removal and our lawn care and one of the work benches for shop. Mr.Tursi added there were really no intense discussion but as we continued to discuss we brought it down to what would have a direct impact on the students.

B.Woodruff: Adding to that what does the 1.96% increase over last year get you. The cost of programs and everything you're trying to put in place is to make it better for the students. This is very important. After listening to Bobs questions which were very well thought out and Devons idea about sharing some of these maintenance issues and at least exploring them to bring down the aggregate to increase the general tax fund.

I believe you have done most everything you can to bring in a budget as low as it can be.

A.Crone: We were near 4% increase and to get it down to less than 2% increase this shows what Mr.Tursi and the School Board has done to lessen the impact on the Town and still see the students supported the way they need.

We have done a lot of work we cut a lot of things out that we don't need.

Member Comments: What I was looking for is justification for those lines that I questioned. I was hoping that we could use grants instead of adding more money to the budget to fund those lines. I'm always looking for money elsewhere that we can use.

B.Woodruff: The next meeting will we be reviewing SAU budget? Mr.Tursi we have a public hearing on the proposed 2016 SAU budget November 19<sup>th</sup> at the Paul School in Wakefield at 6:00pm . This is a joint meeting of the School Boards. He invited the Board to attend.

Mr. Tursi handed out the 2016 proposed SAU budget to the BC. We have a meeting next Tues November 25<sup>th</sup> at 6:00pm Nute Cafeteria This is our third schedule meeting. We will be discussing the SAU budget.

B.Woodruff: What is our role in this? A.Walsh you can recommend or not recommend the budget.

B.Woodruff: ask Mr.Tursi to summarize the highlights of the budget.

In review of the first draft of the FY 16 budget, the following items are noted:

**General Items:**

- Overall increase from 2015 budget is 1.2%
- Salary increases are based on 3-year COLA avg. 2%
- Health insurance is based on a 2.5% estimate increase over 2014-2015 rates.
- Unemployment is based on a 28.9% increase over 2014-2015 rates
- Rental of Facility is based on a 1.5 year lease from exit 17 Commerce Center, LLC.
- Technical Services are based on our contract with Back Bay and blackboard plus an additional \$6,000 for a Web Designer.
- The Business Administrator's salary and benefits were removed and a new line was added titled "Contracted Services" with an amount of \$96,000. This amount is based on a contract with MRI.

Note: Back Bay there is an increase for our contract with them next year as well with our contract with

Blackboard that's our alert now system that we send out messages to families.

Web Designer this will be someone to assist us in our web site to be more user friendly for those that are looking to get information on our web site.

MRI is a consulting firm that's providing our Business Administrator services.

The overall increase from FY15 is \$ 10,959.70. The proposed budget for 2016 is \$929,391.90

L.Brown: ask what the apportionment for Milton and Wakefield is. Mr. Tursi: The apportionment for Wakefield is 56% and Milton 44%.

On the November 18<sup>th</sup> packet that we just received where it goes over the warrant articles suggestion on #6 it is a physical evaluation than a civil site evaluation and may be done by civil engineers or are they using a technical vocabulary for themselves. Mr.Tursi: I will be glad to go over it with you. That's just a common word choice.

Warrant article # 13 Mr. Brown ask what the structure of that move will be and what will the district voters will be asked. Mr.Tursi: at the next meeting will have specific wording on that warrant articles.

It will state that for the voters to approve the withdraw study committees recommendations not withdraw from SAU # 64 if the voters vote to accept that recommendation it's over at that point but if they vote no than you have 1 yr to plan withdrawal.

The board has voted on all the warrant articles except # 13 which is a recommendation.

B.Woodruff: last year we got the warrants later and we discussed them and voted on them.

A.Walsh: We usually have the warrants ready at the beginning January before the public hearing.

We're not ready we still have the teachers' contract that we need to deal with.

B.Woodruff: The remaining business is to discuss whether to recommend the budget as presented tonight or reduce the budget further or, we can wait to the next meeting.

This is the proposed 2015-2016 School Budget Breakdown requested by Chairman Woodruff

Milton Budget Breakdown				
Uncontrollable	Budget Amount	Variance Over LY	% of proposed Budget	% Increase to Budget
Salaries	\$ 4,284,353.44	\$ 5,738.40	47.24%	0.93%
Health Ins.	\$ 1,073,044.20	\$ (128,179.15)	11.83%	0.23%
Retirement	\$ 570,375.71	\$ 58,029.50	6.29%	0.12%
Contract Service	\$ 675,237.00	\$ 392,146.34	7.44%	0.15%
PLT	\$ 33,833.00	\$ 2,500.00	0.37%	0.01%
Worker's Comp	\$ 40,903.00	\$ 8,308.00	0.45%	0.01%
Tuition	\$ 592,156.06	\$ 40,038.26	6.53%	0.13%
Bond Princ/Int.	\$ 339,830.50	\$ (16,342.00)	3.75%	0.07%
Unemployment	\$ 28,975.00	\$ 4,245.00	0.32%	0.01%
Total	\$ 7,638,757.91	\$ 366,484.35	84.22%	1.65%
Controllable	\$ 1,431,470.27	\$ (191,994.17)	15.78%	0.31%
Total	\$ 9,070,228.18	\$ 174,490.18	100.00%	1.96%

If the committee is ready I would like a motion to recommend or not recommend the 2016 School Budget.

B.Carrier: made the motion to recommend the 2016 proposed School Budget second by L.Brown

Motion is open for discussion B.Carrier I got the answers to my questions I don't agree with everything.

The budget has been reduced to an acceptable level I'm not looking to reduce it any further.

L.Brown: This is perhaps out of our responsibility I would like to see to the degree that it is reviewed by your own attorney and fits with your own interest is a \$1.00 line inserted under contract services which could be used for the potential payment to a grant person who is not a member of the staff. I have been thinking about the earlier discussion for the future utilization of classic Nute in terms of it becoming a national historic site thinking that particular decision could reduce the jurisdictional control of the School Board for the ultimate use of the building and it might not be in the best interest of the School Board and grants might well be out there through a variety of sources which could be used to obtain the same goals for the district in terms of revitalization without obligating the district to maintain a certain interior or exterior appearance.

B.Woodruff: ask if there's any further discussion on the motion, hearing none Bruce called the question.

The motion is to recommend the 2016 School budget with a total of \$9,070,228.18 for an increase over last year's budget 1.97% the motion passed unanimously.

B.Woodruff: suggest that we don't have the third meeting unless the School Board has something for us.

A.Walsh: Were not meeting until later.

Bruce: We are cancelling the third schedule meeting reserving the ability to come back and discuss the teacher's contract the SAU budget and warrant articles later.

Approval Meeting Minutes: Bruce ask the committee had a chance to read the minutes of November 3 2014

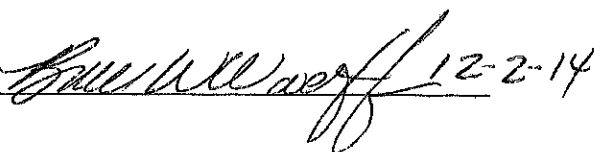
It appears that some have not read the minutes so they will be tabled until the next meeting Dec 2 2014 Town Hall.

Motion to adjourn: Bruce ask for a motion to adjourn. Larry made the motion to adjourn second be Devon.

Motion passed at 7:22 pm

Submitted by Bob Carrier Vice-Chair

Chairman

 12-2-14