

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

Regular Meeting
March 25, 2010
7:46 p.m.

SAU 55
Plaistow, New Hampshire

Call to Order:

Chairperson O'Neil called the meeting to order at 7:46 p.m.

Present: Ms. Rochford, Mr. Murray, Mr. Mullen, Mrs. O'Neil, Ms. Conte, Mr. Bouchard and Mr. Balanoff and Mrs. Chaput. Mr. Collins was in attendance as the School Board Representative. Mr. Mascola and Mrs. Lisi were present in audience.

Approval of Minutes:

Mr. Collins made a motion and was seconded by Ms. Rochford to approve the minutes of February 4, 2010 with one correction. Vote: five – yes, four-abstain Ms. Conte, Mr. Collins, Mr. Bouchard and Mrs. Chaput. The motion passed.

Mrs. O'Neil stated she will continue to monitor the emails sent to the Budget Committee website if that is what the committee members want. Mr. Collins stated all the School Board members receive copies of emails but only the Chair of the School Board responds. Mr. Mullen made a motion to set up the Budget Committee email procedure the same as the School Board email procedure. The motion was seconded by Mr. Murray. Ms. Rochford clarified, only the Chair would respond to the emails. Mr. Mullen restated his motion indicating all members of the Budget Committee will receive copies of emails sent through the Budget Committee website but only the Chair will respond to the sender.

Vote: Eight in favor, one abstain-Mr. Balanoff.

Mrs. O'Neil will contact Mr. Holland regarding changing the set up on the Budget Committee email.

Mr. Stoking stated that two correspondences were received in regards to the vacancy of the Budget Committee Sandown seat. One letter is from Mrs. Lisi who is in attendance and the other from Mr. Millard who was not able to attend the meeting. After reading both letters and listening to Mrs. Lisi introduce herself, Mr. Bouchard made a motion to appoint Mrs. Lisi to the vacancy. Mrs. Chaput seconded the motion.

Vote: Eight in favor, one abstain-Ms. Conte. The motion passed.

Mrs. Lisi took her seat at the table but Mr. Stoking reminded her that until she is sworn in she cannot vote on any decisions today.

Ms. Rochford reported that she missed the last Safety meeting but did attend the Continuity of

Operations meeting (COOP). The telephone problems at Danville were brought up for discussion but it appeared to be an issue that would be rectified immediately.

Budget Workshop training given by the Local Government Center this fall was discussed. The School Board voted at their last meeting to pay \$35.00 for each Budget Committee member who would like to attend. Mrs. O'Neil agreed to contact Cathy Belcher regarding how to register for the workshop and forward the information on to the rest of the Budget Committee members.

The Budget Committee meetings are now being videotaped per request of the Budget Committee members and approved by the School Board. Dean Zanello was present taping this first meeting and he will post it on the website as well as have it shown on the TEN network. Mr. Bouchard asked why it isn't broadcast live. Dean said he was told to video tape the meetings and rebroadcast for now. Mr. Stokinger stated it is a little more involved to go live and the Budget Committee had only asked that it be recorded at this point.

Mr. Stokinger reviewed the voting results of the March 9, 2010 election. He thanked the voting public for passing all the district warrant articles. He reminded everyone Mrs. Lisi, being appointed, will need to sign up to be elected into her seat, if she decides to continue past the next election.

Committee assignments were discussed. Mr. Stokinger stated that there are still some meetings to take place this year but many times these assignments are made in the fall. He gave out a sample schedule of the meeting times for the various committees. Ms. Conte asked for specifics of the requirements as a Budget Committee representative. Mrs. O'Neil stated you just report back to the Budget Committee your observations etc. She reassured the new members that it is okay if you occasionally don't make the committee meeting you are assigned to. Mrs. O'Neil suggested all the members think about what they may be able to fit into their schedules and email their interests to her and they will add the discussion to the agenda for the next meeting.

Mr. Stokinger gave a power point presentation describing the legal entities within SAU #55 and a brief review of the Timberlane Budget Preparation process and other basic details regarding the financial system the district utilizes.

Mr. Mullen brought up for discussion the Agenda development process for the Budget Committee meetings. Mr. Mullen also believes that it would be more helpful to have the financial reports etc. sent out ahead of time. Mr. Mullen made a motion to add to the next agenda a staffing info session which includes position descriptions, staff/student ratios etc. Ms. Rochford seconded the motion. Mrs. O'Neil stated she is all for learning all they can but we need to be careful we do not step outside the scope of the Budget Committee role and into the Superintendents responsibilities.

Vote: Unanimous.

Mr. Stokinger asked that more guidance be given as to how to prepare for this info session. What specifically would you like to see, for example staffing numbers are already listed in the annual report. Mr. Mullen stated he would like to know why we have so many psychologists, guidance counselors etc. He would like to do a deep dive on this topic and then save the

recording to an archive of information for the Budget Committee members to access in the future. What would the impact be of having only one Principal and Assistant Principal for the Sandown schools for example? What are the various roles within the school district and what are the State staff requirements compared to the Districts staff requirements in regards to class size etc. Mr. Mullen also requested that the Budget Committee be given some SharePoint space for Budget Committee documents.

Ms. Rochford made a motion to adjourn at 9:10 pm and was seconded by Mr. Bouchard.
Vote: Unanimous. The motion passed.

Respectfully Submitted,
Kathy Smith
Recording Secretary
Approved April 10, 2010