

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

Regular Meeting Joint with School Board
October 09, 2008
7:04 p.m.

SAU # 55, 30 Greenough Road
Plaistow, New Hampshire
03865

1. Call to Order:

Mr. Balanoff called the meeting to order at 7:05 p.m.

2. Roll Call:

Present: Mrs. Zerba, Mrs. O'Neil, Mrs. Suech, and Mrs. Collie, Mr. Mascola, Mr. Mullen, and Mrs. Lambert and Mr. Balanoff.

Absent: Mrs. Quigley and Mrs. Winn.

School Board Members Present:

Mrs. Aubrey, Mr. Baldwin, Mr. Brown, Mrs. Champey, Mr. Collins, Mrs. Kosta, Mr. Mascola, Mr. Paone and Mrs. Withee.

Staff Present:

Mr. LaSalle Superintendent, George Stokinger Business Administrator, Kathy Smith Assistant Administrator, Mr. Coker Directory of Secondary Education, Mrs. Killen Director of Elementary Education, Mr. Fantasia Athletic Director, Mr. DiBartolomeo Director of Music, Mr. Woodworth High School Principal, Mr. Hogan Middle School Principal, Elementary Principals Mrs. Auger, Mrs. Hart, Mrs. Dayotis, Mrs. Georgian and Mr. Rolph.

Mr. Balanoff suggested skipping to item #8 on the agenda, 2009-2010 Budget Presentations where he asked Mr. LaSalle to begin.

Mr. LaSalle started the power point presentation with the District Mission Statement (draft) which places an "emphasis on high standards and continuous improvement". The next few slides listed the names of the district and school Administration. Mr. LaSalle went on to describe some of the important considerations for this Budget Season such as the NEASC Report, the NESDEC Report, the soon to be received Architectural Report, the Strategic Plan, the Crabtree Report and the School Compliance Report. His next slide discussed some of the main budget drivers, inflation, energy, health benefits, NH Retirement System rates, the State push backs and the costs of SPED. He did describe a few potential opportunities for cost savings this budget season such as a slight decrease in enrollment therefore potential staff reductions and contract negotiations. Additionally since the Teachers do not have a contract for 2009-2010, the Budget presented should not appear as high because the Teachers contract will be in a separate warrant article. The next slide discussed the challenges for the proposed budget as maintaining momentum for continuous improvement and formalizing the District Strategic and Capital Improvement Plan. Additional budget development planning tools were discussed such as requests being made on actual need and actual cost(not estimates) etc. The object code in the District accounting system was discussed and will be the methodology used in the presentations.

Mr. Coker and Mrs. Killen were the first Administrators to give their budget request presentation. They started with a slide which described the five year curriculum development cycle. The curriculum slated for review this year is in the area of social studies, music, world language, technology education and language arts/reading. Mr. Coker continued on stating they were responsible for the professional development of the following staff: professional, paraeducators, administrators, secretaries and other support staff. He also stated that he would be eliminating a Curriculum Coordinator position at the Middle School but wanted to use some of that savings towards a new program to promote literacy (READ 180) at the Middle School. Additional funds are needed for the evening division due to increased programs but some of that expense will be offset by revenue generated by the program. Mrs. Killen discussed elementary curriculum slated for review in the areas of music, social studies (integrated with language arts) and technology. She also said that money will be requested for a new assessment test which would give the teachers quicker access to the test results. A specific test has not been decided as of yet. Additionally she is requesting funds for a Math Coach which was formally funded through Title IIA but is no longer allowed after the third year of the program.

Mr. DiBartolomeo was present to outline his budget requests for the music/drama department. He first described the self funding independent business of the PAC. From the revenue generated by the PAC, he hopes to purchase more line sets for the stage. He then described the extensive list of student participation in the music program. His two main requests for the year will be to replace the choral risers in Sandown North and to implement the SmartMusic instructional model for the TRMS instrumentalists.

Mr. Fantasia, the new Athletic Director started his budget presentation with the statistics regarding student participation in the Middle and High School. He stated that parts of his budget include fixed costs such as officials, dues, transportation, police coverage and contracted services. Other items he included in his budget is a curtain for the gymnasium at the High School, four portable aluminum benches for the fields outside the HS/MS complex and the second half of the replacement desks for the Wellness class. Long term he does have some facilities issue which Mr. Hughes will discuss at the next meeting.

Mrs. Killen and the five Elementary Principals gave their presentation as a group. Mrs. Killen stated some of the elementary schools do have facilities issues which need to be addressed but that would also be done by Mr. Hughes at the next meeting. She is requesting that each elementary school have one secretary upgraded to a year round position so there is always someone available. Most of the schools have summer programs running and the need is there to have a contact person from the school be available. The second secretary should be upgraded to 190 days to provide the needed help with the before and after school year work. Each school will have an increase in consumables in science and everyday math due to the increase pricing. The EDM journals alone went up \$5 a piece. Some elementary schools have a replacement equipment plan of two classrooms per year with the exception of one additional classroom in Danville. Mr. Rolph and Mrs. Georgian are planning replacing only one classroom. Each Principal briefly described the overall increases or decreases in their budget requests. Pollard and Sandown Central requests were down from this year while other three elementary schools were up.

Mr. Woodworth stated his sincere appreciation for the new science labs the students are enjoying this year before actually presenting his budget requests. He has included in his budget request the money to complete phase II of the renovation project in that shop area of the High School. Additional needs at the High School are: the planned Driver Ed replacement vehicle, a new Math Teacher and adding the NovaNet fees to the High School budget where it had previously paid by the Curriculum Budget in the previous year's cycle of curriculum development.

The last administrator to present for the evening was Mr. Hogan. He expressed his sincere appreciation and gratitude for the newly renovated ASD area of the Middle School and how it has already been a wonderful space for more than just the special needs population to use. He began by stating that he needed to formalize in his budget, the stipend money he has been paying for the afterschool coordinators who help with the many students who are in the building after normal school hours. His one large improvement request is for the PA system to be replaced. He has an estimate of \$17,500. None of the classrooms currently have phones which are considered a security concern. The \$17,500 would not address that issue, but it would at least make the announcements and two way communications more reliable and clear. A lengthy discussion ensued regarding the different telephone/PA options available for this type of school situation. Mr. Hogan additionally would like to increase the number of days of the Middle School guidance secretary from 210 to 220 to help with student scheduling, enrollment, and withdrawals. Mr. Hogan explained that this year's budget is up about \$25k due to the NEASC visit and even with the purchase of the new PA system and \$5k for NEASC in 2009-2010 his request is actually down from this year.

The Budget Committee members assembled to complete the agenda items as the others present for the presentations left the PAC.

3. Approval of Minutes: Mrs. Zerba made a motion to accept the minutes of September 11, 2008 with amendments. Mrs. Suech seconded the motion.
Vote: Six approved. Two abstain.
4. Correspondence. Mrs. O'Neil reported receiving email regarding a citizen wanting information about a Plaistow Citizens' Committee. Mr. Balanoff will respond to have the person contact the SAU office.
5. Delegations and Individuals: None.
6. Reports of Committees:
 - a. Budget Committee Members: Mrs. Lambert reported on the Curriculum committee meeting.
 - b. School Board Representative:
7. Unfinished Business: Discussion regarding the Budget Committee wanting to save money (\$10k) by not printing all the annual reports but to make them available electronically. It was agreed it should be presented as a warrant article before a change is made.

8. New Business: Mrs. O'Neil stated she wanted the administration to know this budget presentation format has been the best one yet. Everyone was in agreement.

9. Other Business: Safety Committee Meeting is Tuesday October 14, 2008 at 8:30 am.
The meeting adjourned at 9:13 p.m.

Respectfully Submitted,
Kathy Smith
Recording Secretary
Accepted 10/23/2008