

**WINCHESTER SCHOOL BOARD BUDGET MEETING  
NOVEMBER 19, 2020  
WINCHESTER SCHOOL GYMNASIUM**

Board Members Present: L. Picard, T. Kilanski, E. Holmes, T. Perkins

Administration Present: K. Dassau, V. Carey, M. Henry, I. Spencer

The meeting was called to order at 6:41pm by Chair, L. Picard.

**MINUTES**

**L. Picard MOVED to approve the public and non-public minutes of 11/5/20 and the public minutes of 11/12/20; SECONDED by: E. Holmes by roll call, VOTED: L. Picard – yes, T. Perkins – yes, E. Holmes –yes, T. Kilanski – yes, MOTION PASSED.**

V. Carey reviewed the remote model at the last meeting. What will determine returning to a hybrid model?

L. Picard was not sure they have enough information to determine a date.

J. Rokes joined the meeting at 6:46pm.

V. Carey explained they are already very limited with staff. If they have multiple people out, it will be an increased strain on staff. If at a moderate COVID level in the county, would have both school impact and substantial community spread; the recommendation is remote.

T. Perkins asked about additional staff.

V. Carey advised four additional staff would be proper protocol for moderate level with school strain and substantial community spread.

L. Picard feels at the first Board meeting in January they could re-review and determine if they should continue with remote learning.

**E. Holmes MOVED that the Board review the potential to return-to-school plan at the 1/7/21 Board Meeting; SECONDED by: L. Picard, after discussion, VOTED by roll call: L. Picard – yes, T. Perkins – yes, E. Holmes – yes, J. Rokes – yes, T. Kilanski – yes MOTION PASSED.**

L. Picard read the right-to-know regarding holding a zoom meeting. She took roll call for Board attendance and asked if there was anyone else in the room where members were attending. She advised they will start the meeting this way next time.

V. Carey advised they will continue to review the return-to-school plan.

L. Picard advised the Board can make another motion if needed.

V. Carey advised school meals are available. They have been providing curbside drop-off. Delivery will be provided if needed. Another survey has gone out to families.

T. Perkins asked about assessments. How is that going?

V. Carey advised they have completed what was needed. They were able to test most of the remote learners. They got very good participation.

**L. Picard MOVED to approve the Accounts Payable Manifest in the amount of \$244,373.50; SECONDED by: T. Perkins by roll call, VOTED: L. Picard – yes, T. Perkins – yes, E. Holmes –yes, J. Rokes – yes, T. Kilanski – yes MOTION PASSED.**

### **BUDGET:**

The Board reviewed highlights of the budget and increases from the prior year; return of Transportation, return of full-time Kindergarten, Pre-School, Sports and leveling out Para-professional needs.

V. Carey explained there are also four-and-a-half teaching positions plus Kindergarten, Preschool and a Regular teaching position voted on under Option 2. There is an increase in Special Ed and related services. Provided scenarios as to what education might need to look like.

L. Picard advised if in August, 2021 we bring students back and we don't need the extra positions, we wouldn't need to use those monies.

V. Carey – If we don't need to hire staff wouldn't spend the money and then it would go back to the general fund. We don't have a crystal ball, but need to be prepared if that teaching model is needed.

M. Henry advised the default budget is not ready yet. She will have it for the Budget Committee Meeting discussions. It will be lower than the proposed budget.

M. Henry advised need to make clear, depending where the default budget falls, we are really only hanging on due to COVID monies. The default budget will be short of what is needed to provide an adequate education based on what happened this year.

V. Carey advised the default budget is a bottom line budget like the regular budget.

**T. Picard MOVED to put forward the budget at \$12,835,497; SECONDED by: E. Holmes by roll call, VOTED: E. Holmes – yes, T. Perkins – yes, T. Kilanski – yes, J. Rokes – yes, L. Picard – yes, MOTION PASSED.**

L. Picard thanked the Board and Administration for all their hard work on the budget.

M. Henry distributed information and reviewed revenues. She explained \$138,188 from free/reduced meals is driving the revenue number. That is a significant decrease. Need to get information on completing applications out there again. It is very important. Winchester is part of CEP. They will look at the numbers.

V. Carey will get information on free/reduced meals on the All-Call to parents. Each child approved for free/reduced school lunch adds \$1,893.30 that the school would receive.

L. Picard will link it on the website and anywhere they can get it out. It is not that more don't qualify, but they didn't complete the forms.

M. Henry estimated revenue of \$4.1 million going to \$3.96 million which is a \$140,000 difference. For the 2021-2022 budget the \$3.96 million could still increase, but could also decrease.

M. Henry advised the number doesn't include any additional aid. Not doing Disparity Aid this year. She is estimating receiving \$98,000 in CAT Aid, but that could change. We would get that this year as revenue.

### **WARRANT ARTICLES:**

L. Picard reviewed the Warrant Articles with the Board. Most will be reviewed further at a later date.

L. Picard advised the Board will meet with the Budget Committee on 12/1 then there will be a Board meeting on 12/3 and then another meeting with the Budget Committee on 12/8

**L. Picard MOVED to approve Article One as written; SECONDED by: T. Picard, after discussion by roll call, VOTED: L. Picard – yes, T. Perkins – yes, E. Holmes –yes, J. Rokes – yes, T. Kilanski – yes, MOTION PASSED. Article One was Moved to the Ballot.**

Article Six – Capital Reserve – Ian Spencer has provided a plan.

**T. Kilanski approved Article Six to go to the ballot in the amount of \$125,000; SECONDED by: E. Holmes by roll call, VOTED: L. Picard – yes, T. Perkins – yes, E. Holmes –yes, J. Rokes - yes, T. Kilanski – yes MOTION PASSED.**

K. Dassau advised at a prior meeting they had discussed adding a Warrant Article to address the shortfalls.

L. Picard feels they need to keep that at the forefront.

K. Dassau advised they are looking at the numbers for this.

M. Henry feels she should have the Default Budget and information from the DRA so they can get the deficit numbers for the next meeting.

K. Dassau is anticipating we will have the deficit Article language and questions for the December 3<sup>rd</sup> Board meeting numbers.

Ian Spencer thanked the Board for their support on the Capital Plan; it means a lot.

### **COMMITTEE REP. REPORTS:**

L. Picard attended the Selectboard meeting as a resident. The School has sent the DRA all the information to set the tax rate. L. Picard advised the Selectboard will continue in-person meetings.

M. Henry confirmed. The DRA needs to review everything. The DOE 25 has been sent out to Board members to sign and the MS25 will follow.

### **Policy Committee:**

The Policy Committee met and went through seven or eight policies which will be moving to the Board for review. They will be in the next Board packet.

### **Finance Committee:**

The Finance Committee will work on how to do Zoom for their meetings.

### **Selectboard:**

The Selectboard will be holding a meeting on December 1<sup>st</sup>. They will be meeting Saturday to go over the department budgets with the Town.

The Selectboard Meeting next Tuesday will be held at 7:00 pm. L. Picard is looking for someone to attend from the Board. In the past they have rotated through the Board members.

T. Kilanski will attend. Marie Braley will add members to the rotation.

L. Picard asked T. Kilanski to present to the Selectboard that the School Board voted to readdress the back-to-school plan at the 1/7/21 meeting and unanimously voted on the budget. She advised he could also plug forms for free/reduced meals.

### **Budget Committee:**

The next School Board meeting will be held on December 3<sup>rd</sup>. L. Picard advised we can't host the Budget Committee at the school. She anticipates that the meeting will be at the Town Hall, but she will bring the question to the Chair.

M. Henry asked L. Picard if the Budget Committee would be willing to take the proposed budget in a PDF format.

L. Picard and K. Dassau think they should offer both.

M. Henry wanted to be sure she gets information to the Budget Committee quickly. She will do her best to get the budget books put together tomorrow.

L. Picard thinks if it's ready no later than Wednesday that would be ideal.

M. Henry advised Wednesday no one is in. She will start work on it soon.

The Facilities Meeting and Board Meeting will be held on Zoom 12/3 and the second Board Meeting of the month will be on 12/17.

L. Picard advised there were no citizen comments under Q and A; it was opened up to the Public. Live feed is not being offered. The Board could address any questions at the next Board meeting. Advised any questions/concerns about anything should be directed to the School Board, not to an individual member.

**E. Holmes MOVED to enter non-public session under RSA 91-A:3( c); SECONDED by: L. Picard by roll call VOTED: L. Picard – yes, T. Perkins – yes, E. Holmes –yes, J. Rokes – yes, T. Kilanski – yes MOTION PASSED.**

While in non-public session, the Board discussed a contract for the new temporary Business Manager. The Board voted to enter into a contract with MRI. The position will look different than the public is used to seeing. They will begin a search for a permanent replacement.

L. Picard - Great job to everyone on the budget; she is proud when they make good progress.

The next regular Board meeting will be held on 12/3.

**T. Picard MOVED to adjourn the meeting at 9:07pm; SECONDED by: L. Picard,**

Sincerely,

Peggy Higgins  
School Board Secretary