

**WINCHESTER SCHOOL BOARD  
OCTOBER 20, 2022  
WINCHESTER SCHOOL LIBRARY**

Board Members Present: L. Hildreth, L. Picard, J. Blake, J. Hadler, J. Rokes,  
Administration Present: L. Carey, M. Pouliot, T. Taylor

The meeting was called to order at 6:34 pm. by Board Chair, L. Hildreth.

**MINUTES**

L. Picard moved to approve the public and non-public minutes of October 6, 2022; SECONDED by L. HILDRED, Voted: 4/0, JR-Abstention, Motion Passed

L. Carey requested non-public. L.Hildreth – motion to go into non-public, 2<sup>nd</sup> L.Picard – Roll call – JB – Y, JR-Y, LH-Y, LP-Y, JH-Y – Board entered non-public at 6:36 p.m.

L.H. – while in non-public the board ratified the WTA contract.

**PRINCIPAL REPORT:** I don't have anything tonight. Everything has been great.

**BUSINESS MANAGER**

Review of the Manifests:

L. Hildreth moved to approve Payroll Manifest dated 10/21/2022 in the amount of \$220,393.63 Seconded by L. Picard, Vote 5/0, Motion Passed

LH – T.Taylor do you have anything other than the manifest tonight? T.Taylor – No – L.Hildreth – We will review the manifest and go directly into the budget.

L. Hildreth moved to approve Accounts Payable Manifest dated 10/21/2022 in the amount of \$1,858.88, Seconded by L. Picard, Vote 5-0, Motion Passed

L. Hildreth moved to approve Accounts Payable Manifest dated 10/21/2022 in the amount of \$163,187.16., Seconded by L. Picard, Vote /0, Motion Passed

L. Hildreth moved to approve Accounts Payable Manifest dated 10/21/2022 in the amount of \$40.00, Seconded by L. Picard, Vote 5/0, Motion Passed

LP – Was walking today and noticed the sign “No Dogs” but did not notice a sign on the backside (Bi-Lo Acres). T.T. will let MH know.

**SCHOOL BOARD CHAIR COMMENTS/REPORT**

**2023-2024 BUDGET REVIEW**

**Second Review**

**Professional Development**

**School Board**

**Transportation**

**Deliberative Session Date**

L. Picard need to confirm date with Town/School Moderators. Hopefully by next meeting we will set the date.  
Discussion on reports handed out by T. Taylor.

L. Hildreth this format is different than last year. T. Taylor this is the detailed report. Have not printed budget vs. actual.  
L. Hildreth – my request is more of if we are requesting to fund the same and did not expend fully in the prior year – should have an explanation why we did not spend all. Why would we not reduce the amount if we have not used. T. Taylor I agree.

L. Hildreth – will bring Professional Development, School Board & Transportation to the next meeting and move on to first review of School Administration, Teacher/Support Staff, Business Office, SAU Office/Specialists. We will start with Maintenance. T. Taylor – shared the spreadsheet with a rate increase of 3% COLA increase for the 2023-2024 year. Current FY 23 salary line is \$174,200.00 with the increase would be for FY24 \$179,426.00 with a total increase of \$5226.00 overall. Motion – to approve increase of 3% for FY 24 - L. Picard, 2<sup>nd</sup> L. Hildreth Vote – 5/0 motion passed.

L. Hildreth – reminder we did market adjustments for the custodial/maintenance department last year. Feel like we are in a really good place now and hopefully retain staff.

L. Hildreth – next SAU staff. T. Taylor FY23 salary line is \$646,190.51 the proposed is a 2% increase, which would be an increase to \$659,114.32 for FY 24. JR motion to accept and discuss, LP 2<sup>nd</sup> to discuss. L. Hildreth been discussions on adjusting this. L. Carey been here since July. Our SAU Office is running incredible well. Not many changes or transitions from last admin. Team. New Principal, Assistant Principal, Teresa here for a little over a year, Marie here over 30 years – develop plan to our expectations in the next five years, principal exceeding expectations. Business Manager works hard, I have picked up pieces and shifting things from a curriculum point of view. Business Office needed a lot of tightening up. T. Taylor works above and beyond hours. Would propose to board that I take a cut in pay of \$15,000.00, \$10,000 would go to M.B. and \$5000 to T. Taylor as 2<sup>nd</sup> in charge and get her to be paid commensurate as a district leader. Not to burden tax payers with any of this and this would be just an adjustment to my pay. I would like to propose and move on.

L. Hildreth – one question – does that put us at a disadvantage at a time 2, 3, 5 years from now will we have a salary to offer. We have done a lot of work over the past few years and have done market adjustments. I commend what you are doing just want to make sure we are not setting ourselves up. L. Carey do not think you are going backwards. \$75,000.00 is fair for a part-time position and think the taxpayer will agree. I think we need more of the skills and services of the Business Manager. I feel M. B. has been overlooked and not by this board but feel with her knowledge and experience it is worth it. I would say I really love the pay and I am here and a lot and work hard but I feel \$75,000 is fine. L.H. I would like to have updated and see where this brings us. L. P. the bottom dollar does not change. T. Taylor – NHRS would change. J.R. motion to approve with adjustment, L.P. 2<sup>nd</sup>. J.R. so we won't need to look at this one sheet. L. H. I think we can look at it again if we want to but basically the \$15,000. Will be shifted and NHRS will be adjusted with a slight increase. JR – I will amend my motion, LP 2<sup>nd</sup>, Vote 5/0 Motion passes.

L.H. – Specialists. T. Taylor – reviewed spreadsheet with description of grant funded positions and general fund positions. FY 23 cost for salaries for grant funded positions is \$288,172.66 with an increase to \$293,936.11 for FY 24 a total increase of \$5,763.45. FY 23 cost for salaries for general fund specialist is \$ 420,195.50 with an increase to \$428,599.41 for FY 24 a total increase of \$8,403.91 cost for salaries.

L. H – the gray boxes are grant funded and green box is general fund. J.R. – the Reading Specialist up top is \$32,995.00 should the area below be the same? T. Taylor – the lines are off by one – will correct. Will discuss the nurse position later. I would like to understand what all of these positions are responsible for and what are the job descriptions and what are optional positions. L. P. – all are required except Adjustment Counselor. The rest would fall under the special education portion of our budget. L. H. can this be confirmed. L. P. I am getting the confirmation at the end of the table. Job descriptions should be available. We cannot finalize until we discuss the Nurse position.

L.H. all the positions we have are required at NH Schools. T. T. are not required at schools but if the IEP drives the positions. L.P. – we made salary adjustments – speech assistant – this is missing from the list – it should be here. L.H. we did market adjustment to this position last year. T.Taylor – she is missing. L. P. we need this in the bottom line can revisit at next meeting. J.B. – the OT line starts with 100 should she be moved? T. Taylor – yes. L. H. if we have one student that requires an occupational therapist it is more affordable to hire an OT? T. Taylor – not always. L.H. it seems like we have a lot of services. It could be warranted. I just want to make sure we are looking at this as students move out and to the high school. So we don't have a services we don't need to have here. T. Taylor – it also is transportation – you have to take a step back and have a daily schedule showing how the day is actually spent and number of students. L.H. for next meeting who is responsible for what. It is a hefty portion of the budget all in and clearly we definitely need nurse, title and reading specialist just want to make sure we are doing our due diligence for the staff but make sure we do not have too much. L. P. will Jen be available for the conservation next meeting? L. C. yes. L. P. a lot of the information

is protected information. That is the struggle we have with clear number on students could identify them. A report will be presented at next meeting. L.H. it could be 1 student has the services and it could be cost effective to hire out vs. the employee. L.P. are we still splitting OT? T.Taylor – Yes. L.P. so we still split with another district and have that information for the next meeting.

MP – Do you want the roles throughout the day and students? LH –yes, what does the Adjustment Counselor do vs. the OT and do they overlap?

LH – Teachers/Support Staff – WTA salaries based on the contract. Spreadsheet was reviewed.

JR – What is SOE? MP – Statement of Eligibility – was explained – employee would need at least a BA and would need to pass the PRAXIS. IA – Instructional Assistant – LTS – Long Term Sub.

LH Motion to approved WTA salary – JR – 2<sup>nd</sup> – LH – any discussion – LP –no reason to approve because we ratified. We would move to warrant and then vote in favor. JH – what is the percentage? TT – it is not a percentage is depends on degree and years.

T.T. – reviewed WTA increase – FY 24 total incase \$74,591.94 and FY 25 \$72,937.17. T.T. – Support Staff was voted on FY 23 increase to \$24,138 with a health insurance increase of \$92,664. L.P. we will see that in the budget. T.T. - yes L.P. nothing left here to be proposed in budget. L. H. – we will discuss again at next meeting when we have this year, pass year. That is it for budget. L.H. – it will be helpful for me to understand who is responsible for what in the building. Just feel there is some overlap – Lynn just what are your responsibilities, what are Teresa, Megan’s and Allison’s. for my own peace of mind to understand who is doing what? It will help to solidify who is responsible for what. At this point and time I just don’t know when Val was here she did it all and now it is different so we know who to go to for what. Val did curriculum and I think Lynn will be doing curriculum, just to know who is doing what.

J.R. we had a Budget Committee on Tuesday. Next one 10/25 at 5:30, 11/15 health agency, 11/19 with town depart. Heads and when would school want to meet with budget co. LP we did due 1 Tuesday and 1 Thursday and 1 Thursday set aside in case we needed it. JR my thought is to have them come here on Thursday – LP looking at Dec calendar first day would be 12/1 we are historically ready by the 1<sup>st</sup>. We can throw out the 1<sup>st</sup>, 6<sup>th</sup> and 8<sup>th</sup>. JR what time – LH 6 p.m. JR will share with Budget Committee. LP – discuss transportation conversation with the select board and K Miner will reach out southwest community services to see if they offer any type of traffic program they can direct us to. We do have to come back and approve the PD/SB/Trans they need to be brought back with changes/corrections for final approval at next meeting so we can stay on track.

JH – impressed with how school stepped up with challenge. LP – Todd came to select board meeting at 77% of total goal. LH – after tomorrow should have reached goal. MP – S. Tommila has spoken to Todd. Has also spoken to 8<sup>th</sup> graders and we have a pretty large group going.

### **CITIZENS’ COMMENTS:**

None

LH – make motion to go into non-public under RSA 91-A:3 II

Roll Call vote – JB-Y, JR-Y, LH-Y, LP-Y, JH-Y – we are now in non-public

Return from Non-Pubic at 8:03 – while in non-public discuss Health Service Coordinator position.

TTaylor – discussed DOE 25 is almost done and will contact board member by email to schedule a time to sign document.

**L. Picard MOVED to adjourn the meeting at 8:10 pm; SECONDED by: J.H, VOTED: 5-0, MOTION PASSED.**

