

**WINCHESTER SCHOOL BOARD MEETING
NOVEMBER 29, 2022
WINCHESTER SCHOOL LIBRARY**

Board Members Present: L. Picard, L. Hildreth, J. Blake, J. Hadler, J. Rokes – arrived at 5:46pm.
Administration Present: L. Carey, T. Taylor, M. Pouliot,

The meeting was called to order by Chair, L. Hildreth at 5:41pm.

L. Hildreth MOVED to approve the minutes of the 11/17/22 Board Meeting; SECONDED by: L. Picard, VOTED: 4-0, MOTION PASSED.

L. Hildreth MOVED to approve the Accounts Payable Manifest dated 11/18/22 in the amount of \$316.87, SECONDED by: L. Picard, VOTED: 4-0, MOTION PASSED.

L. Hildreth MOVED to approve the Accounts Payable Manifest dated 11/18/22 in the amount of \$258,849.45, SECONDED by: L. Picard, VOTED: 4-0, MOTION PASSED.

L. Hildreth MOVED to approve the Payroll Manifest dated 11/23/22 in the amount of \$218,358.27, SECONDED by: L. Picard, VOTED: 4-0, MOTION PASSED.

BUDGET DISCUSSION:

T. Taylor distributed the budget that was revised from the last meeting and reviewed with the Board.

T. Taylor explained she just received the KHS tuition bill. Special Ed went up quite a bit; almost \$4,000 more. There are less students, but more money per student.

L. Hildreth advised there were a few lines that were changed at the last meeting, but not reflected in the updated budget.

L. Picard advised Line 1126.56410 Books and Printed Material was reduced from \$8,000 to \$7,000.

Line 1112.56100 – Music Supplies was reduced to \$1,500.

Line 1200.56410 Books and Printed Material Special Ed was changed to \$1,000.

Line 1200-56430 ACCESS fees was increased to \$750.00.

Line 2180.53000 Professional Services Vision Services - \$45,000 was requested and approved based on information provided by J. Heise.

Line 2400-53200 – Purchased Services at School Admin was reduced to zero.

Reviewed spreadsheet of salaries for Admin/SAU Staff.

The Board reviewed the salary schedule of surrounding districts for similar positions, asked questions and discussed.

After discussion, **L. Hildreth MOVED to have a market adjustment made on the Administrative Assistant position for a total of \$7,500; SECONDED by: L. Picard, VOTED: 4-1 (J. Rokes-no), MOTION PASSED.**

L. Hildreth MOVED to complete a market adjustment for the Business Manager position in the amount of \$2,500; SECONDED by: L. Picard, VOTED: 4-1 (J. Rokes-no), MOTION PASSED.

The Board received the 2023-2024 projected budget allocation pie chart and reviewed.

T. Taylor advised in the future she will show KHS tuition costs differently to show excess costs.

T. Taylor reviewed enrollment numbers back 10 years.

T. Taylor distributed an information sheet for the Default Budget. The number will change based on changes made to the operating budget.

L. Picard feels a rough bottom line, without updates made to the budget tonight, is \$13,118,823.

L. Hildreth MOVED to approve the FY23-24 proposed budget in the amount of \$13,118,823; with the call-out that there could be some small adjustments for benefits and FICA and adjustments made to SAU Admin Salaries, VOTED: 4-1 (J. Rokes – no), MOTION PASSED.

L. Picard advised the Selectboard met at their annual Saturday meeting. The Budget Committee hadn't received the final budget books, so they canceled the Thursday, 12/1 meeting; still on for next Tuesday and Thursday at the School at 6:00pm.

After discussion, the Board agreed they will not hold the regular Board Meeting on 12/1.

L. Picard explained the Selectboard met last night and set the tax rate. Utilized every dollar from the School for the tax rate. The Town had some money to return, too. The tax rate was set in the amount of \$28.70 which is down from over \$31.00 with the return from the School and the Town. Both the Town and the School have emergency funds now, in case of a catastrophic loss.

T. Taylor asked if there was any consideration to put the \$25,000 into the Special Ed Fund now instead of waiting; couldn't do it anyway if there was a deficit.

L. Hildreth doesn't disagree but feels they should wait until the bond is paid off.

CITIZENS' COMMENTS:

Sheena Bushee asked about the sheet on wages. Advised the Accounting Clerk salary doesn't match on both sheets.

T. Taylor advised that she had added a note that she was authorized to allow five extra hours for the Accounting Clerk in that line.

Sheena Bushee noted that the Director of Student Services is retiring next year. The rate now is not quite the market value. Are we allotting enough to hire that position? Feels they may have to make that line a little higher.

T. Taylor thinks part of the reason it looks low is because it is the school year, not the calendar year.

L. Carey advised there is also a stipend above and beyond the salary.

L. Hildreth asked L. Carey to do a market review of that position; will not likely update this budget but will look at in the future.

L. Carey thinks she is a part-time Director and a part-time Coordinator. Also have an Out-of-District Coordinator. There are different schools of thought as to how we would fill that position.

L. Picard MOVED to adjourn the meeting at 6:45pm; SECONDED by: L. Hildreth, VOTED: 5-0, MOTION PASSED.

Respectfully submitted,

Peggy Higgins
School Board Secretary