

**FRANKLIN SCHOOL DISTRICT  
FRANKLIN FINANCE MEETING  
12/14/21 MINUTES**

**PRESENT:**

☒ **Deb Brown- Finance Chair**  
☒ **Tim Dow- School Board Chair**  
☒ **Delaney Carrier - School Board Member**  
☒ **Dan LeGallo- Superintendent**  
☒ **Jefferson Braman- Business Administrator**  
☒ **Jule Finley- Curriculum Director**  
☐ **A Spirit Seeker - Franklin School District Treasurer**

**CALL TO ORDER by Deb Brown, Committee Chair: 5:31 pm**

**1. MINUTES: November 10, 2021**

Tim Dow motioned to approve the minutes of 11/10/21 as presented. Seconded by Deb Brown. Motion carried 2-0-1 (DC)

**2. BANK RECONCILIATIONS (November)**

- a. \$67.58 variance due to Voided check. Jefferson will check on the protocol for Abandon Property of outstanding check in the amount of \$29,635.60.

**3. REVIEW FINANCIAL REPORTS**

- a. Financial Reports were reviewed. Food Service Revenues are much higher with \$360,000 to date which is up \$94,000 higher than last year.
- b. Jefferson spoke about the district's adequacy aid from the State and other relative factors that are used to determine the amount.

**4. 2021-2022 BUDGET UPDATE**

**a. Special Education Budget Update**

SPED \$179,00 savings from no services no longer needed because the district hired an in-house Speech Pathologist, which improved the financials.

**b. Behavior Assistance at PSS**

Case Manager was moved back into a Behavior Role. A substitute will fill in for the Case Manager using ESSER funding until a Praxis test is completed. Then that individual will be hired as a 1st year teacher.

## **5. 2022-2023 REVENUE**

- a. An estimated \$1 million dollars is being considered to be carried over for the 2022-2023 School District Budget. This will be looked at closer to the end of the fiscal year.

## **6. BUILDING PROJECTS UPDATE**

### **a. Athletic Fields Renovation Proposal**

A proposal was made from Dan the Athletic Director for a field upgrade in the amount of \$152,000. After discussion it was recommended that this project be placed on the Capital Improvement Plan.

### **b. ESSER III HVAC and Window Project**

There is a nine month lead time for equipment. The project needs to be completed when contractors are available and during the day time. We would have to move students around to accommodate.

Historical Data Approved by EEI to handle all paperwork.

Windows for the Middle School are estimated to cost \$247,500 and at the High School the estimated cost is \$522,500. The window project is the most important upgrade needed to save energy.

Mike Davies will be invited to attend the January Finance Committee Meeting to give a detailed presentation.

Of 8 Air Handlers 3 have been replaced at the Middle School leaving 5 units needed to be replaced.

## **7. NON-PUBLIC SESSION - RSA 91-A:3 II (if necessary)**

**Deb Brown made a motion to enter a Non-Public Session. Seconded by Tim Dow. Vote on the motion was 3-0. The Committee entered the Non-Public Session at 6:25 pm.**

- a. The Committee discussed a personnel matter. No action was taken.

**Deb Brown made a motion to return to Public Session. Seconded by Tim Dow. Vote on the motion was 3-0. The Committee returned to Public Session at 6:34 pm.**

## **8. LATE ITEMS**

- a. Tim and Dan spoke about House Bill 607.

**9. OTHER**

- a. None

**10. NEXT MEETING: January 11, 2022 @ 5:30 pm** / Meeting time was amended to 5:00 pm per request from Deb the following week due to a conflict she had. It was agreed by everyone on the committee.

**11. ADJOURN:**

- a. Tim Dow made a motion to adjourn the meeting. Seconded by Delaney Carrier. Vote on the motion unanimously. 3-0. The committee adjourned at 6:44 pm.

Respectfully submitted by,

Deb Brown, Finance Committee Chair