

**WINCHESTER SCHOOL BOARD
WINCHESTER SCHOOL LIBRARY
NOVEMBER 14, 2013**

Board Members Present: T. Croteau, B. McGrath, J. Cardinale, R. Horton, E. Jackson arrived at 5:13 pm.

Administration Present: J. Lewis, L. Schmidt, P. Bigelow, D. Chamberlain

T. Croteau called the meeting to order at 5:03 pm. for the purpose of working on the budget.

L. Schmidt reviewed the budget with the Board and explained the changes that were made. She has received the tuition rates for next year. Special Ed went up 9%, but the cost is being divided by fewer students.

P. Bigelow advised Keene doesn't ask for proof of residence from sending schools. We need to ask for that information regularly.
L. Schmidt advised M. Braley is very proactive about that.

R. Horton feels \$29,000 per student for Sped is absurd!

T. Croteau feels the taxpayers need to be made aware of all of this when looking to go to Keene; \$16,948 is the cost of tuition only, per student.

L. Schmidt advised the other field trip line is just for the transportation portion of the field trip.

B. McGrath feels the field trip line should be eliminated. Need to concentrate on Math, English, etc. since students are not doing well in those subjects.

R. Horton and other Board members feel field trips are important for students; gives them hands on experience.

Val Wilbur spoke in favor of field trips.

Sue Rice advised she attended the fourth grade trip to the State House. Advised it was awesome; students studied government, but when they were there something blinked on and the kids talked about the trip all the way home.

B. McGrath would agree more with that than the whale watch.

J. Lewis kids will learn more on these trips than in the classroom. The Board, with the exception of B. McGrath, feels they need to keep \$8,000 in the budget for field trips.

R. Horton advised he would be open to increasing that amount, but need to look at the rest of the budget first.

T. Croteau asked L. Schmidt to change the line to read field trip admissions.

The Board discussed Winchester's tax rate; it is up 10%.

R. Horton asked if money was returned to offset taxation or in a slush fund.

R. Horton advised there is a lot of work to do to get to a \$11.1 million or they will have a mess on their hands again. Need to get creative.

B. McGrath distributed information on the State Board of Education class size rules. He feels they could reduce teachers/paras in Kindergarten, fifth and sixth grades.

P. Bigelow explained paras are required by an IEP. She feels if they keep the classrooms small in Kindergarten, they can reduce the need for paras. They need to try to give as many services in the lower grades to try to alleviate Special Education in the future.

R. Horton advised the Board is not an expert on class size. He is saying they need to cut \$300,000 from the budget; asking Administration to bring the cuts to them. Advised they know better than the Board; if it can't be done, it can't be done.

P. Bigelow advised it can't be done; they have done what they can.

T. Croteau asked L. Schmidt to change the lines in red to black if she has been given a final number.

L. Schmidt explained in some lines she needs to verify the numbers with the Board.

The Board does not agree with adding Girls' Soccer this year.

Discussed salary increases – two percent across the board of non-union staff.

Val Wilbur advised M. Braley is all the SAU experience they have. Believes she saves more money for us than we pay her. Believes she should get more than a two percent increase.

Sue Rice asked how much of the budget they have no control over.

R. Horton advised \$283,000.

Sue Rice feels it's too bad the students have to bear the brunt of it.

R. Horton advised kids in 7th and 8th grades are suffering for what Keene is charging us.

B. McGrath - Maybe need to get creative and use Technology to save money. They could outsource payables; feels the district doesn't need an in-house payroll person.

L. Schmidt is not sure with the cost for Angel, that there would be much savings to outsource payables.

R. Horton feels they should get numbers for the cost of outsourcing and E. Jackson agreed.

R. Horton advised everyone does a good job, but they need to look at the numbers.

T. Croteau feels it should be a two percent raise across the Board.

R. Horton feels they should be merit raises; need to do reviews for the staff.

R. Horton asked if anyone is not under contract.

P. Bigelow advised basically Administration.

D. Chamberlain reviewed with the Board requests from teachers for furniture; making up the \$8,600 in the line item 216.

Val Wilbur advised they added Title I Teachers and Sped support; didn't have staff desk/chairs for them.

D. Chamberlain has a request for 9x12 carpet replacement in a first grade classroom for cost of \$150-\$200.

R. Horton MOVED to change line 216 to \$5,000; SECONDED by: E. Jackson, VOTED: 4-0-1, (McGrath –abstained) MOTION PASSED.

2011/2012 Audit – L. Schmidt will need to check the number. She will also check the 2010/2011 audit.

B. McGrathn asked about higher costs of audit. E. Jackson questioned that budget line item. L. Schmidt got here could that have made the costs higher?

L. Schmidt advised those years are not showing. L. Schmidt advised she did a one year rollover to the next year, R. Horton asking them to look at it; and may need to make hard decisions R. Horton advised other schools are looking at RIF's.

L. Schmidt made changes on the budget as the Board reviewed it and changed line items from red to black if a motion was made or a line item agreed upon.

D. Chamberlain advised the cost is \$8,200 for a floor scrubber and a couple of vacuum cleaners. They previously purchased two at once. He wants to purchase one this year and another next year.

R. Horton would like to see what the cost is to lease a scrubber/equipment.

B. McGrath advised his experience is that it is economically feasible to purchase instead of leasing.

J. Cardinale feels if they could skip a year or two between purchases, they won't have to buy two at the same time.

L. Schmidt – Another reason not all the numbers are finalized is they haven't decided on cleaning contracting.

Line 207 – Change to black. L. Schmidt had left it in red in case they would be adding funds for the removal of trees. J. Lewis advised they will not be doing that.

Line 208 – Leave number as is – change to black.

Line 209 - R. Horton feels at this point in time they are not anticipating any expenses for that line item so will leave unfunded.

Line 212 – Change to black.

J. Lewis feels they aren't going to drop \$300,000.

R. Horton asking them to look at it; may need to make hard decisions.

P. Bigelow advised the only places they could cut would be staff, sports, curriculum and supplies and that is her concern.

R. Horton wants them to show him what it will do.

Line 12 – Dropped to \$3,500 – change to black.

Val Wilbur agreed with that drop. Not buying printed materials; using technology.

Val Wilbur advised R. Horton said surrounding schools are instituting RIF's, but they don't have 30% Special Ed.

E. Jackson advised other districts are decreasing in numbers; ours are increasing.

Sue Rice advised Rachel can meet with the Board on the first Monday or Tuesday in December.

After discussion, Committee can meet on Tuesday the third and if they are having a Budget meeting that day they will meet at 4:30 pm.

E. Jackson will check with the Budget Committee.

E. Jackson left for another meeting at 7:00 pm.

Line 145 – Board Salaries – Board agreed to leave that line at zero.
Line 146 – Will revisit line item.
Line 147 – Contingent on number in line 146.
Line 148 – Dropped to \$2,000 – change to black.
Line 149 – Reduced to \$5,000 – change to black.
Line 150 – Leave as is at \$20,000 and will look at again next year – change to black.

Line 153 – L. Schmidt will adjust the line to include year-to-date costs.
The Board agreed to reduce the line to \$1,000 – change to black.

Library – L. Schmidt needs to meet with new staff member.

New Line Item - Provided Medical Services - The school provides the three series of Hepatitis B shots. She explained insurance pays, but they have a staff member on WC and insurance only paid for one shot.

Danielle advised Workers' comp must pay for all shots.

L. Schmidt will check and will ask M. Braley if offering Hepatitis shots is mandated.

Line 166 – Change to black.

Line 168 – L. Schmidt has asked for information from the School and SAU to see what they need for staff development. Change to black.

Line 169 – Need to double-check log to see if adjustments have been made.

Line 188 – L. Schmidt will check year-to-date cost for this line item.

Line 170 – Change to black.

Line 171 – Board agreed to change to \$750.00 in black.

Line 172 – board agreed to change to \$1,500.00 in black.

Line 173 – Waiting for quote; hoping to drop cost.

R. Horton will need to look into separating from Hinsdale. He feels there needs to be a future thought. We can't work off someone else's license.

L. Schmidt feels she would also suggest at that time to look into investigating other software.

R. Horton – That would scare him. It took a lot to train everyone on the software they have now.

L. Schmidt feels being on the cloud may be different.

Line 174 – J. Cardinale thinks it may be smart to buy half the computers this year and half next year.

L. Schmidt advised they are having trouble with some locking up.

The Board would like to hear more from W. Vaughan.

Line 175 – Staff Development - L. Schmidt advised she needs to get a schedule of what the staff want to attend.

Line 176 – Changed to black.

L. Schmidt advised the adjusted bottom line is \$11,428,000.

Val Wilbur – Staff are reimbursed for their certifications. It is hard to keep track of how many there will be.

Sue Rice asked if they could make a few extra copies of the budget for the gallery for the next meeting.

T. Croteau advised yes.

Sue Rice advised she has trouble seeing the Smart Board screen.

The bus on Scotland Road broke down again; the bus was very late.

R. Horton advised that bus has broken down more than once.

D. Milde advised that Bus C only broke down once.

R. Horton advised in the morning with the middle school students it also broke down.

B. McGrath MOVED to adjourn the meeting at 7:45 pm; SECONDED by: J. Cardinale, VOTED: 4-0, MOTION PASSED.

Respectfully submitted,

Peggy Higgins
School Board Secretary