

**WINCHESTER SCHOOL BOARD
BUDGET MEETING -WINCHESTER LIBRARY
NOVEMBER 9, 2016**

School Board Members Present: K. Bazan, T. Croteau, L. Picard, H. Griffus arrived at 6:00 pm.

Absent: S. Thompson

Administration Present: J. Lewis, E. Jackson, M. Duprey, V. Carey

K. Bazan called the meeting to order at 5:23 pm.

Administration reviewed the budget with the Board by functions and made changes as needed.

Keene High School:

There was a three percent tuition increase in Regular Ed and 4.2 increase in Special Ed. E. Jackson explained some students don't go to Keene and haven't for even one day. We get billed if a student is enrolled, even if they don't go to school.

K. Bazan asked for solid student numbers; what needs to go in that budget line?

T. Croteau got 192 students when he calculated the number.

E. Jackson advised she received non-AREA figures last night, but they are not approved yet. Also, there are some Keene High School out-of-district students.

K. Bazan suggested putting in two extra Special Ed and two extra Regular Ed students as buffers in the budget. We don't know when kids will be moving in.

L. Picard agrees; feels it is completely appropriate to add two students in each line. Otherwise, we would have to take money from the School budget to fund those lines.

K. Bazan would like to see the figure first and then bring it back to a full Board.

Line 3 - Kindergarten Screenings and Salaries:

J. Lewis wants to add a Speech pathologist to Kindergarten screening Monday and Tuesday from 8:00 to 3:00.

The Board agreed they should have one.

J. Lewis feels the biggest issue we have is Health – not just physical, but emotional. Need to promote a Health Teacher. Need printed material and need training for staff.

T. Croteau just wants to be sure they spend out of those lines.

Line 7 - Health & Wellness Supplies:

J. Lewis – Have a total of four AED's – certificates are \$25.00 each for training for 20 people.

E. Jackson will add \$500.00 in line for training.

Line 19 - Teacher Retirement:

Our Portion is increasing for teachers from \$15.67 to \$17.36 and from \$11.17 to \$11.38 for support staff.

K. Bazan advised E. Jackson to budget a 1.5% merit across the board. The line will include a maximum merit increase.

K. Bazan asked administration to get feedback from the nurse regarding supplies.

Line 20 - Board Election Services:

J. Lewis received a request from Henry Parkhurst asking for an increase for the Moderator position from \$50.00 to \$250.00.

K. Bazan and T. Croteau asked what other moderators receive.

J. Lewis will look into it.

K. Bazan is not in favor of it going to any more than \$100.00.

Line 16 - Board Secretary/Treasurer/Clerk:

The Board agreed on \$5,050 for the Board Secretary which is \$115 for each meeting for 40 meetings plus \$150.00 for the Clerk.

Line 21 - Board Legal:

Attorney Phillips confirmed \$25,000 should be just right.

J. Lewis reported that Attorney Phillips confirmed.

J. Lewis feels they shouldn't need the attorney as much.

The Board agreed on \$25,000.

Line 29 – Business Services Staff Salary:

J. Lewis advised this is an increased rate and increased number of hours to 25 hours per week.

J. Lewis and E. Jackson will discuss it further.

J. Lewis advised E. Jackson works many hours; 43 hours so far this week.

K. Bazan asked that J. Lewis and E. Jackson discuss it before the next Board meeting.

E. Jackson advised the DOE25 is complete, but had two questions for the auditor.

E. Jackson will send the DOE25 so the Board can sign it when it is finalized.

J. Lewis feels they should have a Warrant Article for an Architect for the third floor. He wants the Board to think about it.

E. Jackson – Advised they have other projects, too.

K. Bazan – Maybe the architect could be the same for other projects.

J. Lewis doesn't see why not.

The next meeting will be Tuesday the 15th at 6:00 pm.

J. Lewis will speak to Mike Duprey and Val Carey regarding the agenda. It will need to be ready on Thursday.

Revenues:

E. Jackson advised Adequacy Aid is down about \$100,000 for next year. Budgeting is done for two years. They are working on the 2017-2018 budget.

CAT Aid was \$12,000 last year; will probably be \$6,000 for next year..

Building Aid is \$61,000; it shouldn't change.

Medicaid – For the 2014-2015 year \$1,700 was collected, but budgeted \$30,000. In 2015-2016, budgeted \$100,000, actual was \$178,000.

E. Jackson advised \$160,000 has been budgeted for next year.

E. Jackson advised the person in that position works 15 hours a week at \$12.00 per hour. There are some weeks that might have been more.

E. Jackson advised there is a huge opportunity to claim more money.

J. Lewis – Good move; good decision to hire that position.

E. Jackson – Rental of the Ford Building covers itself.

Sue Rice advised kids go to appointments and back to school. Don't need to travel.

E. Jackson advised the Ford Building needs work.

K. Bazan would consider raising the rent to start renovations.

K. Bazan would like to see the last contract with MFS.

E. Jackson – Need to be sure insurance is up-to-date.

J. Lewis advised we have a good relationship with MFS.

T. Croteau – Don't forget to look into thermostats for the Ford Building.

K. Bazan MOVED to adjourn the meeting at 6:55 pm; SECONDED by: L. Picard, VOTED: 5-0, MOTION PASSED.