

**WINCHESTER SCHOOL BOARD
WINCHESTER SCHOOL LIBRARY
NOVEMBER 24, 2014**

Board Members Present: R. Horton, K. Bazan, E. Jackson, J. Cardinale, T. Croteau arrived at 7:11pm.

The meeting was called to order at 5:58 pm. by Chair R. Horton for a budget work session.

The Board reviewed the Keene Tuition.

L. Schmidt explained there is a reduced head count from changes in October.

E. Jackson asked how this differs.

L. Schmidt explained it is a straight roll forward versus adjusting for anyone that left as of 10/31.

L. Schmidt advised she recalculated the Keene tuition with the new figure from Keene. At the 11/20 meeting Keene advised the figures sent were not correct. L. Schmidt advised the SPED tuition is \$29,282 and Regular Ed is \$13,270.

R. Horton advised there is a \$170,000 difference between this year's budget and last year's budget.

L. Schmidt will request that Keene always send calculations with rates going forward. Advised she received a new e-mail today apologizing for the error in the tuition bill. The adjusted budget number is \$11,176,555.38

Line 220 – Custodian Wages:

L. Schmidt reviewed and answered questions. The line includes four full-time and two part-time custodians.

D. Chamberlain is in a separate line.

L. Schmidt doesn't have insurance rates yet which is a concern for her. She won't have them until December 4th.

Professional Development is a new line item to encourage D. Chamberlain to attend seminars/conferences, etc.

L. Schmidt will label that line as Director of Maintenance.

After discussion, the Board reduced that line to \$500.00.

E. Jackson feels the Budget Committee won't approve \$1,000.00 without a plan.

L. Schmidt wanted to confirm that bids on anything over \$5,000 needs to have Board approval and believes any over \$50,000 requires a formal bid policy.

L. Schmidt will double-check on both.

E. Jackson asked that L. Schmidt bring a document for FBP with the budget.

J. Cardinale thinks they need to let the Town know that we need in writing that they will salt the parking lot.

K. Bazan believes the Selectmen said to and from the Town garage, when needed.

Repairs and Maintenance:

L. Schmidt advised windows were not used from Capital Reserve as she originally thought.

J. Cardinale asked what is planned for this year.

D. Chamberlain advised there is nothing major planned for this year.

J. Cardinale asked what plans are for next year.

D. Chamberlain advised next year will be looking at the roof on the fifth grade wing; it has moss growing on it.

J. Cardinale asked if they could clean it off so it will last longer.

R. Horton suggested bleach to kill the moss.

J. Cardinale – And a light power wash.

K. Bazan asked what the \$9,600 was spent on this year.

L. Schmidt advised she wasn't sure off the top of her head. Advised little parts for small jobs also flow through these lines. Advised she can get a list of what was done last year.

Repairs and Maintenance and Capital Reserve:

L. Schmidt will do a breakdown to show what was done for last year and the year before.

D. Chamberlain advised there was some money spent on renovations in the Ford Building.

E. Jackson – And lights in the gym.

Fire Alarm Monitoring and Fire Safety:

E. Jackson asked why we spent \$1,000 less last year. Did we receive a discount on something or was something not done?

Property Insurance:

L. Schmidt would like to put the property insurance out-to-bid for next year.

E. Jackson thinks they might need to talk about solar panels.

J. Cardinale – Maybe the Joint Loss Committee could look into it.

E. Jackson advised there is another school that has them.

R. Horton advised they need an estimate of what a Science sink will cost. The Board would like to see a few quotes. It would be a building improvement.

R. Horton advised there is a big increase in Replacement Furniture:

J. Cardinale asked if that line should be \$10,000 consistently and put items in a cycle every three to four years.

D. Chamberlain advised this is what teachers have requested this year with the exception of the computer room. Advised he went to Julian Stanway about that.

R. Horton – What do you feel is a comfortable plan to move forward?

D. Chamberlain advised a comfortable plan is to make sure teachers have what they need. Advised he has checked; chairs are broken.

J. Cardinale wants to make sure we are looking at price breaks. What is the freight policy?

J. Cardinale advised he negotiates hard and gets free freight all the time.

L. Schmidt will look into it.

R. Horton would like to see if we could commit to \$10,000 over three years. Will that be enough to fund replacement furniture?

J. Cardinale – Trying to eliminate spikes that the Budget Committee hates.

D. Chamberlain advised if the School Board gives him a set figure to work with, he's okay with that.

R. Horton advised he is in favor of \$10,000 for that line item; will fund every year.

The Board agreed.

E. Jackson asked if there is anything else D. Chamberlain would like to see added.

D. Chamberlain – No.

R. Horton asked about the heating system in the building, exterior doors, weather stripping, etc. How are we conserving energy? Maybe we can keep that heat and move it further down the line. Some rooms need to open windows it is so hot.

D. Chamberlain feels they need thermostats in each room.

R. Horton advised that would be a substantial increase.

J. Cardinale would be curious to see quotes for thermostats. What would that do for the zones?

R. Horton feels they need to get in the mind set for building a plan of how to plan things into the budget?

Sensor Faucets:

R. Horton – Some things are not good in the bathrooms, toilets, sinks. He understands it all costs money. They need a plan. The rest of the school looks beautiful.

D. Chamberlain advised the solenoids went bad; they cost \$102.00 each. He is ordering and replacing them as they go bad. He did put two old ones back so they would have water.

R. Horton asked if there is a better faucet that has a longer warranty that we can look at.

R. Horton asked L. Schmidt to get the date when they were installed.

R. Horton asked if the plan is to get sensor faucets back in place.

D. Chamberlain – Yes.

J. Cardinale advised some sinks he looked at had wires hanging pretty badly. D. Chamberlain might want to look at them.

D. Chamberlain advised it takes about three weeks to get the solenoid in; don't keep them in stock.

J. Cardinale suggested shopping around for companies. Some keep in parts in stock.

Thinks they should have several solenoids on the shelf.

R. Horton advised the gym floor looks fantastic; what's the difference this year?

D. Chamberlain advised if kids have street shoes on at recess, they can't be on the floor.

R. Horton – The scoreboard has been an issue.

D. Chamberlain looked at it the other day. He couldn't get it to shut off. Someone replaced a part.

D. Chamberlain advised he has talked to the bleacher company. The cost would be \$32,000 for new bleachers. That would be a capital reserve item.

R. Horton advised it smells in the gym; there is no ventilation.

D. Chamberlain thinks they need a circulating fan on all the time.

R. Horton thinks that would be a Capital Improvement item.

R. Horton and J. Cardinal asked about the Locker Room and Lockers. Is that part of your repairs?

D. Chamberlain advised it is part of the five-year plan.

E. Jackson – Maybe we can get a grant for the showers.

L. Schmidt will check with Jack.

J. Cardinale asked if there were any quotes on the bathroom exhaust fans.

D. Chamberlain – No.

L. Schmidt reviewed the budget cuts she and J. Lewis came up with.

R. Horton advised going in below \$11,000,000 would make some contracts pass.

E. Jackson advised two contracts did not pass last year. Need to do what we can to support contracts.

R. Horton – Need to see what we can come up with to go under \$11,000,000.

After discussion, **J. Cardinale MOVED to amend Kindergarten and Summer Program Teacher Rates to \$25.00 and \$15.00 for Paras; SECONDED by: K. Bazan, VOTED: 5-0, MOTION PASSED.**

The Board discussed leaving the Case Manager in the budget.

R. Horton asked L. Schmidt if she has looked into ESY. Keene cancelled it and WSD did it here. Should we be reimbursed?

L. Schmidt will look into it. She is concerned several students next year will need ESY.

R. Horton advised in the contract it says if Keene doesn't have what kids need, they can go elsewhere.

L. Schmidt advised we still have no contract with the transportation company. Mr. Loeb is still working with us. Need to get a meeting with Howie.

R. Horton advised there are staff meetings in Keene on Thursdays. It was suggested to eliminate the Thursday late bus. He would like to have it five days.

The Board agreed not to change the late bus at this point.

R. Horton – If three kids, maybe they can get a van for \$50.00. Let's look at that.

L. Schmidt will look into it; maybe through Tucker or someone like that.

K. Bazan feels this should be part of John's report.

J. Cardinale discussed a Computer teacher. Feels they need someone to teach introduction to typing in the elementary school up through to spreadsheets, etc. in seventh and eighth grades. Kids need to know more than just the basics when they go to Keene.

R. Horton – Need computer safety, keyboarding, etc.

R. Horton – Teachers are using Chrome Books, Google Docs, etc.

E. Jackson – There is a lot of new technology. The more you use a computer, the more you learn.

J. Cardinale – Feels kids in Pre-K to grades four and five need computer instruction.

R. Horton – Need something different, but can resources be managed differently?

J. Cardinale requested non-public to discuss personnel.

J. Cardinale MOVED to go into non-public session at 8:04pm. under RSA91-A:3II (c) – Personnel; SECONDED by: K. Bazan, VOTED: T. Croteau – yes, E. Jackson – yes, K. Bazan – yes, J. Cardinale – yes, R. Horton – yes, MOTION PASSED.

J. Cardinale MOVED to leave non-public session at 8:28pm; SECONDED by: T. Croteau, VOTED: T. Croteau – yes, E. Jackson – yes, K. Bazan – yes, J. Cardinale – yes, R. Horton – yes, MOTION PASSED.

T. Croteau MOVED to seal the non-public minutes; SECONDED by: J. Cardinale, VOTED: 5-0, MOTION PASSED.

J. Cardinale MOVED to adjourn the meeting at 8:33 pm; SECONDED by: E. Jackson, VOTED: 5-0, MOTION PASSED.

The Board will meet Monday at 6:00 pm. if necessary, to review the budget.

Respectfully submitted,

Peggy Higgins
School Board Secretary