

SCHOOL ADMINISTRATIVE UNIT #64
Milton School Board Meeting
Community Room Nute High School & Library
Monday, November 21, 2016

BUDGET SESSION MEETING MINUTES

School Board Members in Attendance:

Douglas Shute- Chairperson, Luella Snyder, Stefanie Berry, Peg Hurd, Paul Steer, Laura Noseworthy- Secretary

SAU Representatives:

Earl Sussman- Superintendent of SAU #64, Nathan Castle- Financial Manager, Anne Kebler- Student Director, Scott Currier- Principal of Nute Middle/High School, John Safina- Principal of Milton Elementary School, Bob Adams- Facilities Director

Public in Attendance: Keigan Noseworthy, Larry Brown

Budget Meeting:

1. Called to Order/ Flag Salute:
 - a. Douglas Shute meeting called to order at 6:00PM.
 - b. Lue led the meeting with Pledge of Allegiance.
2. Doug- Read the Public Hearing Notice- To request funds from the Building Maintenance & Repair Capital Reserve Fund for the repair of the water main at MES. Bob- We will be tying into the water main by the front office. The 1914 building water main failed the backflow test and it is leaking coming into the building. We will cut and cap it. Paul motioned to spend up to \$8,000 on the repair. Seconded by Peg. Vote 5/0/0 passed. Public Hearing closed at 6:03PM.
3. Damon House Floor Plan: Bob presented the floor plan for Damon House and explained that upstairs will only be used for storage. Paul motioned to accept the floor plan. Seconded by Lue. Vote 5/0/0 passed. Bob gave Lue the flooring samples. Lue will get paint color samples and return them to Bob. Bob dismissed from meeting at 6:10PM.
4. Budget:
 - a. Nate's Changes Reviewed from 11/7/16 Budget Session:
 1. Health insurance increased 5.9% over last year's rates. All lines adjusted to reflect that.
 2. All Administration was given a 2% increase in salary. Benefits were adjusted. Stefanie- I don't think we need to give everyone a 2% raise there are other things that are needed. Doug- This needs to be discussed by the board. Stefanie motioned to move to non-public.
 3. 100-1200-5110-01 Elem SPED Support Health: increased \$64,493.60 because ABA tutor health insurance was missed. All health insurance has since been triple checked and reconciled.
 4. The SPED/AP Secretary position went from 50-50 to 75-25. Peg- What is this? Nate- This is how it is now. Same line but broken out differently. Doug- We need to add another ABA tutor.

5. 100-1200-51000-1, 2, & 3 SPED Coordinator title changed to Director. Anne- You need to call it a lead teacher IDEA will not cover the salary if it is a supervisory role. Nate- The position was going to be a director position. The money hasn't changed just the name of the position. We need to look at the IDEA Grant. Stef- Maybe we can swap out things. Nate- Yes. Stefanie- Is the current position in the SAU budget or SPED operational budget? Nate- SPED is in the operational budget. Anne- In the current budget IDEA Grant is covering the salary and benefits. 100% of it is in the operational budget. Lue- Why did we changing the name? Anne- We need a director for SPED. Lue- We needed to go up 50% in the OB? Nate- Yes, page 3. Lue- Why are they more than doubling? Nate- 50% from IDEA Grant and increase in pay. Earl- Wakefield has the same position for \$5,000 more. Anne- Earl asked me to go over the three current job positions. Anne handed out a sheet that explained the three current positions and what job tasks that are under them. Nate- The position these three lines add in 50% from IDEA Grant. Anne- What wasn't considered by the Transition Committee may not need a full time for each position. A big chunk of the duties wasn't considered. By law you are required to have a SPED Director. Earl- We need to enhance the roll from coordinator to director. The IDEA Grant Special ED parameters in the grant. We will have the information on the 28th.
 6. 100-1200-51230-2 Middle SPED Tutor Salaries changed from New unfilled position to new position.
 7. 100-2220-57330-1 Elem Library Furn/Fix decreased from \$16,700 to \$1,700.
 8. 100-2410-54520-1 Elem Princ Maintenance increased \$900 to include maintenance on new copier.
 9. Function 2320-SAU Expense has been separated from the operating budget.
 10. 100-2320-52110 SAU Health Insurance Decreased from \$35, 010.80 to \$31,131.20 because of insurance coming in at 5.9% and 90% district portion for staff insurance.
 11. 100-2320-52130-1 SAU Life Insurance decreased from \$1,035 to \$792 because of actual rates were used.
 12. 100-2320-52140-1 SAU Disability increased from \$676 to \$835.82 because actual rates were used.
- b. Earl- Nate, with the SAU Budget in the budget it was showing the down \$10,000. Nate- Yes. Stefanie- We need to be more transparent. The more black and white we can be the better. Earl- We need to have another sheet to show that if the SAU was in the operational budget it would be \$10,000 below. Paul- Why is it up? 90% of the people want to know SAU down and what we cut. Nate- Two years ago the Budget Committee wanted it written out. I have no problem doing it. Stefanie- Can it be posted on the SAU Website? Post the Operational Budget and the SAU Budget and all of the reasons for both- more transparent.
 - c. 6:50PM Stefanie excused. Returned 7:21PM.
 - d. Earl- The SPED budget it up because of the mandates. Anne- I will look at it and see why it is up and come back with the information for the next meeting. The two big increases are the Partner Program and the Director position. Milton is very heavy in terms of needs for students. You're going to have trouble getting someone to take the job for \$60,000.

- e. Earl- How much aid did we get back- \$50,000? Nate- \$67,000. Lue- Money comes back to the town- catastrophic aid and erate. Earl- We need an illustration of it- showing X amount of money is coming back. The money is a year behind. Lue- I don't know that the funds come back so late to spend the money.
- f. Lue- Nate page 7 you still need to take the money out for the kids keeping score. Scott- They money that needs to stay in is to pay an adult for volleyball and basketball to keep score.
- g. Lue- The other thing that needs to be looked at is the enrichment program. Last year the taxes payers had a problem with the school paying for the field trips- when the parents should be paying for them. Paul- Agreed.
- h. Peg- Page 6 what is the difference between lines 100-1400-51140-2-00-00000 Mid Umps/Refs Salaries and 100-1400-51130-2-00-00000 Middle Co-Curr Salaries? Scott- the Co-Curr line this is teachers doing the ump's and refs. Lue- Why is Middle Co-Curr up? Nate- It is just level funded from what we spent last year.
- i. Earl- Page 14 fuel oil? Nate- We're locked in on the prices. Oil- \$1.86 and LP \$1.10- October 1, 2016 to September 30, 2017. This information will be in the packet I put together.
- j. Doug motioned to look at the CIA positions stipends for discussion. Seconded by Paul. Lue- They are about to get paid part of the \$350 stipend. We need to ask the lawyer if it can be lowered. They are supposed to be meeting once a month which isn't happening. Do we need to pay it because we signed a contract which wasn't met? Vote 4/0/0 will not pay CIA next year. (Stefanie not present for the vote.) Lue motioned to get a letter from the attorney. Seconded by Paul. Lue withdraw her motion as Scott agreed to have the CIA meet for the rest of the school year- which they would be paid \$20 an hour from the CIA stipend amount.
- k. Earl- John came to explain the Professional Development Positions and Mentor Positions. John- This was something that was already in place. I was asked by Wakefield for the names of Milton Staff to include/invite to the professional development meeting. Mentor Positions- This was something Mary Wilson handled when she was here. Any first year teacher or a teacher new to the district would be assigned a mentor. They have been meeting since the start of the school year. One on one time with the teacher. The mentor shows the new teacher how things work or where things are in the district- what form needs to be filled out etc. Lue- Why would a teacher that has been a teacher need one for a whole year? John- Districts do things differently. Earl- We need to look at putting together a Mentor Program Booklet. Peg- It is someone you can go to and ask questions. Earl- The Commissioner will be coming in December. We need to develop a structure and trust- needs to be identified and worked on. DLT Assessment- Please be sure to understand what they are going to. What we can live with and explain. Doug- I would like a policy to be done up by the policy committee outlining the Mentor Program. Anne- Professional growth plan approved by the state- 1 year and starts the first day of school- training. John Professional Development has been in place, I didn't know about it or who is running it. Anne- That is the one person in the building this doing their hours. Earl- Every three years recertification, one person in the district oversees it.

- Anne- And Earl needs to sign off. Doug- Does the Policy Committee have a problem doing a policy? Lue- No, I'm already working on it.
- l. Peg- Scott can you break down your budget like John did? Scott- Yes, whatever you want.
 - m. Doug- 28th we will need Anne, Scott and the default budget amount.
 5. 7:59PM Paul excused from the meeting.
 6. Stefanie motioned to go into non-public under RSA 91-A-311 a, b, c. Seconded by Peg. Vote 4/0/0 passed.
 7. Peg motioned to approve five mentor positions- Renee Marquis, Meghan Nason, Laurianne Soucy, Michelle Hodgdon and Melissa Coffey. Seconded by Stefanie. Vote 4/0/0 passed.
 8. Peg motioned to approve the two Professional Development Coordinator Positions- Brenda Forcier and Melissa Coffey. Seconded by Stefanie. Vote 4/0/0 passed.
 9. Peg motioned to approve the ABA Tutor position- Lindsay Hamel for a rate of pay of \$15 an hour. Seconded by Stefanie. Vote 4/0/0 passed. Contract needs to be fixed before it can be finalized- wrong address on letterhead, summer work need to be taken off, and Anne to verify start date.
 10. 8:06PM John, Nate, and Anne dismissed from the meeting.
 11. Scott- Reported to the board that two teachers may be retiring this year. He just wanted the board to be aware so that job position options can be considered.
 12. 8:20PM Scott dismissed from the meeting.
 13. Doug- Are the test score coming back soon? Earl- Yes, I will have a full report for the board soon. The other thing that needs to be put in place is how to raise the test scores. I have some ideas for the board that I will be sharing at a later date with the board.
 14. Peg- Shared the Board Counter Proposal from November 15, 2016 with the board. Stefanie motioned to accept the contract proposals. Seconded by Peg. Vote 4/0/0 passed.
 15. Stefanie motioned to come out of non-public. Seconded by Lue. Vote 4/0/0 passed.
 16. Lue motioned to adjourn at 9:14PM. Seconded by Peg. Vote 4/0/0 passed.

Respectfully Submitted
Laura Noseworthy
Secretary

Minutes Approved on: December 14, 2016