



Ms. Mahoney told the Board in this year's budget they would see three retirement severance payments that were requested, as well as a second year payment for three retirees from the FY17 year, which resulted in an increase to the salaries lines.

Mr. Cate questioned the reduction for tutor salaries. Ms. Larson replied the line was reduced based on previous expenditures. They will review during budget next year to see if it needs to be adjusted.

Mr. Cronin asked for information regarding the number of days a daily substitute had been used in a room from the beginning of the school year to date. Ms. Mahoney made a note. Mr. Cronin wanted to know the substitute daily rate. Ms. Mahoney replied it is \$75 per day. Mr. Cronin asked if that was a common rate for the area. Ms. Larson explained that the School Board recently had a proposal to raise the daily rate from \$65 to \$75 as they were having difficulty scheduling people given many other districts pay \$75. She noted that both the daily and long-term substitute expenditures had been reviewed, and it was determined even with the increase in hourly salary, those lines could be reduced. She added that a number of applicants had applied after the hourly pay was increased. Mr. Cronin requested information regarding the number of long-term substitutes that had been called in from the beginning of school to date. He also wanted to know their salary. Ms. Mahoney replied the salary was based on the B1 rate, which was currently \$210 per day. Mr. Sherman questioned if they had to work a certain number of days before receiving the \$210 per day rate. Ms. Mahoney replied they received that rate from day one and pointed out that they had to be certified teachers. Mr. Cate inquired if they were eligible for benefits. Ms. Mahoney replied they were offered benefits offered under the Affordable Care Act; New Hampshire Retirement had other requirements for longevity (19 weeks or more). Mr. Cate asked if there was a budget line in insurance. Ms. Mahoney replied they didn't have a separate line specifically for 'potential' NH Retirement expense or health insurance for long-term substitutes. If needed, they would probably use the line specific for the Affordable Care Act.

Under regular education, rental/lease software, Mr. Cate questioned how the online curriculum development tool was working and wanted to know if it was an annual expense. Ms. Mahoney replied the previous Curriculum Director had recommended they put an online tool together to consolidate/control all of the online resources they anticipated using in the programming. She said it had continued into the budget, but was unsure if the new Curriculum Director had made a decision as to what resource would be appropriate. She didn't have an answer regarding a clear cost at this time, but would make a note for reconsideration.

Under salaries in Special Education, Mr. Cate wanted to understand the reduction. Ms. Larson explained a position had been moved out of the line and would show later in the budget (District wide special services). The line for instructional assistant salary was reduced based on actual expenditures; insurance costs were adjusted accordingly.

Ms. Mahoney noted that in-district professional development with regard to a behavioral specialist and school psychologist was increased based on need. Tutor services also was increased based on need.

Special education tuition to private school was increased and the tuition residential was decreased. Ms. Mahoney explained there were changes in need from the time that the budget was generated and the time the superintendent reviewed the budget; therefore significant cuts have been made. Extended school year budget mirrors special education budget lines because it is the summer program.

Improvement instruction under rental/lease software, Ms. Cox explained it was related to professional development through supervision and evaluation.

Mr. Cate asked for a brief summary of the proposed technology plan. Director of Technology Holly Doe came forward and described the steps they have been and will be taking to get the district (K-12) to a 1:1 mobile program. Mr. Cate questioned if the chromebooks could be insured. With regard to chromebooks going home with students, Ms. Doe replied parents could purchase insurance for approximately \$12/year.

Mr. Sherman questioned if Comcast still offered discounts for cable/internet for families in need. Ms. Doe answered yes; as long as a family met certain qualifications. Information is sent home with students.

Mr. Cronin wanted to know how many district employees were entitled to the TSA match contribution. Ms. Mahoney made a note to provide the Board with a total.

Decrease for special services admin travel and mileage was due to staff changes. Mr. Cate questioned the increase for School Messenger under the business and finance line. Ms. Larson replied the program was used to send secure test scores to families rather than sending them home on paper.

Under business/finance services, professional services, interim GASB Ms. Mahoney explained there were different requirements each year; the budget year was an interim year. She said there may be an increase next year based on GASB requirements.

Building Services showed an increase for a 50% time maintenance technician which will help with snow removal and assist with tech tickets.

There was a discussion regarding the building services budget lines. Mr. Cate questioned if they had budgeted enough. Facilities Director Alan Miller came forward and spoke to the work that had been done. Mr. Sherman questioned if any thought was given to enhancing landscaping the middle islands. Mr. Miller replied they had spoken to the landscaper regarding getting water to the areas.

There was an increase for regular transportation. Ms. Mahoney explained they were in year one of a five year contract. Mr. Cate wanted to know why there had been a drastic cut to the gas/diesel line. Ms. Mahoney replied it was an adjustment based on the new contract. In the previous contract they were paying all the fuel and with the new contract they were paying a bus rate and potential fuel surcharge. They hoped the new structure would result in a long-term savings. She noted they also had a new contract for special education transportation. They are in year one of a five year contract. Also there are two new out of district students that require transportation.

It was noted the part-time technology secretary position was being expanded to be a full time position to work in the summer. Mr. Sherman wanted to know if every classroom had internet access. Ms. Doe answered yes. Ms. Larson stated there had been constant complaints a couple year ago, but they had dwindled.

Mr. Cate questioned the reduction for repairs and maintenance under technology services. Ms. Mahoney didn't have an explanation, but would review and provide information to the Board.

There is a new line under rental/lease software that was related to a new mobile app implementation. Also, a new print management system was implemented which was expected to reduce and management the amount of printing they are doing. The decrease to data communications was a culmination of savings through a new contract, discounts through e-rate, etc. Reduction to equipment replacement was based on technology replacement plan.

Mr. Cate questioned if the final payment had been made for the SAU modular building. Ms. Mahoney replied the final payment would be made during FY19. Mr. Bailey asked if the intention was to remain in the portable for the foreseeable future. Ms. Larson answered yes. Ms. Mahoney stated it was currently meeting their needs.

#### **Nutrition Services**

FY2018 Adjusted Budget - \$1,125,977

FY2019 Proposed Budget - \$1,094,945 (*decrease of \$31,032*)

Mr. Cate understood that Food Services was self-funded. Ms. Mahoney told the Board that she would note any questions the Board had and respond prior to the next meeting.

Mr. Cate questioned the Meals Plus rental/lease software. Ms. Mahoney understood it was a program used in the high school cafeteria to list lunches on monitors. She pointed out the budget line was level funded.

The increase to USDA commodities was based on the eligible amount.

Ms. Mahoney noted they were requesting two additional hours for the elementary school breakfast program, which was new this year. Currently there are fifty students attending, which required two people at the register.

There was a reduction for food at the Memorial School based on expenditures.

Mr. Sherman questioned if Food Service had a reserve fund. Ms. Mahoney answered yes, and will provide the Board with information.

#### **Grant Funds**

FY2018 Adjusted Budget - \$768,817

FY2019 Proposed Budget - \$750,000 (*decrease of \$18,817*)

Ms. Mahoney explained that they gross appropriate the budget and explained they needed to make sure they have budget available should they have new grants. They budget under a miscellaneous line not knowing where the expense might be, and move the budget based on the grants.

The Board reviewed the budget lines and concluded the evening's review.

#### **GENERAL DISCUSSION / CLOSING COMMENTS**

Mr. Cate asked Board members to forward any questions to him and he would pass them along to Ms. Mahoney.

The Town has submitted their proposed warrant articles for review.

**ADJOURNMENT**

**MOTION:** (Sherman/Bailey) To adjourn the meeting.

**VOTE:** (6-0-0) The motion carried.

The meeting was adjourned at approximately 9:10pm.

Respectfully submitted,  
Charity A. Landry  
Recording Secretary