

WILTON-LYNDEBOROUGH COOPERATIVE SCHOOL

WILTON-LYNDEBOROUGH BUDGET COMMITTEE MEETING & JOINT SCHOOL BOARD SESSION

Tuesday, December 20, 2016 Meeting Minutes

Time: 6:30 P.M. Location: WLC Conference Room

Committee Membership: Karen Grybko, Chair, Leslie Browne, Vice Chair (Facilities Committee Rep.), Lisa Post, Secretary, Pam Altner, Mary Guild (Facilities Committee Rep.), Edwina Hastings, James Kofalt (School Board Rep.), Ellen Pomer (School Board Rep.), Christine Tiedemann, Harry Dailey (WLC School Board Rep.).

The agenda was as follows:

1. Call WLCS Budget Committee to Order
2. Public Comment
3. FY 2017-2018 Budget Discussion
4. Review and Approval of December 6, 2016 Budget Committee Meeting Minutes
5. Other Business:
 - a. Schedule Next Budget Committee Meeting (Next Joint Session – 01/10/2017)
6. FY 2017-2018 Budget – **Joint Session with School Board at 7:00 p.m. in the Media Room**
 - a. Budget Adjustments
 - b. Staffing & Benefits
 - c. Van Proposal
 - d. Warrants
 - e. Confirm Times of Public Hearing/Snow Date & District Meeting Snow Date (7 PM)
7. Adjournment of Budget Committee

Attendance Budget Committee: James Kofalt, Acting Chair, Leslie Browne (7:09 p.m.), Pam Altner, Edwina Hastings, Mary Guild, Ellen Pomer (6:50 p.m.), Christine Tiedemann, Harry Dailey.

1. Budget Committee was called to order at 6:35 p.m. by Jim Kofalt.
2. No Public Comment
3. FY 2017-2018 Budget Discussion:

Harry Dailey brought up the staff cuts and reinstatement and repurpose that the Superintendent proposed. Jim Kofalt said from what he understood these positions were for remedial students. Harry Dailey expressed concern whether the positions were necessary. Jim Kofalt brought up classes size would now be 17 students for the three 5th grade classes. Discussion of whether or not parents would be upset by the number of students in the classroom. Discussion over last year decision to cut two teacher's positions but were reinstated after parental concern. Harry Dailey discussed the NH State Standards and that our students are below the state average. Christine Tiedemann questioned whether or not students below state standards are, and if not, shouldn't they be classified as Title One.

Discussion regarding Budget Committee setting the budget for the Warrant Articles, although we try to work together with the School Board but do not have to agree.

Jim Kofalt questioned why there were so many tiers in the Health Insurance Costs. Christine Tiedemann wanted to know the difference between the two tiers. Harry Dailey explained that it was for different positions. Mary Guild questioned why some employees have the full premiums paid. Harry Dailey stated he did not know. Jim Kofalt questioned why the increase in healthcare costs for next year and Harry Dailey stated that it was Obama Care increases are the cause.

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Jim Kofalt questioned the increase in teacher retirement plan numbers, which Harry Dailey stated was based on state retirement pension plan mandates.

Harry Dailey reminded the Committee that this is the first year that Bond increased dramatically, 100% paid by Wilton, 0% will be paid by Lyndeborough.

There was a discussion regarding the lease of the 15 passenger van for student transportation and sports team transportation. Harry Dailey states concern for liability, back-up drivers, expenses for maintenance and transportation costs.

4. Review and Approval of December 6, 2016 Budget Committee Meeting Minutes

A Motion was made by Edwina Hastings, seconded by Pamela Altner to accept the minutes as written. Voting: All ayes with two abstentions (Christine Tiedemann and Edwina Hastings).

5. Other Business:

- a. Schedule Next Budget Committee Meeting (Next Joint Session – 01/10/2017)

The Budget Committee briefly recessed at 7:02 p.m. to attend the Joint Board Meeting. Meeting was resumed from recess at 7:09 p.m. and Mr. Kofalt was the acting Chairperson for the Budget Committee.

Present: Geoff Brock, Matt Ballou, Mark Legere, Charlie Post, Carol LeBlanc, Alex LoVerme, Harry Dailey, Superintendent, Bryan Lane, Business Administrator, Lise Tucker, Director of Student Support Services, Betty Moore, Principals Brian Bagley, Tim O’Connell and Clerk Kristina Fowler.

6. FY 2017-2018 Budget – **Joint Session with School Board at 7:00 p.m. in the Media Room**

- a. **Budget Adjustments:** Non-Union Health Insurance - Superintendent Lane reviewed a memo to the School Board stating the health insurance budget for non-union staff is \$455,605 and the employees share of the premium varies by the contracts and the staff handbook. He proposed addressing the issue by putting staff members in groups, adjusting the premium share by group, and changing to the Yellow Plan. The Yellow Plan may reduce each employee’s deductible from \$2,000 to \$1,000 and would result in a savings to the district.

A Motion was made by Mr. Dailey to accept the proposal and Seconded by Ms. Leblanc and passed with abstentions from Mr. Legere and Mr. Post.

Additionally, Superintendent Lane reduced the budget by \$35,960 to reflect the reduction in the cost of health benefits for non-union staff.

Staffing and Benefits: Superintendent Lane is recommending a reduction in two teaching positions (English & Grade 3) and not replacing the aide, who is planning to retire in June. The Superintendent noting that standardized test scores are in the middle or slightly below average, and he does not feel this is acceptable. He recommended increasing two .8 teaching positions to full time (computer teacher to Library Media Specialist at FRES and the elementary music teacher to add chorus grades 6 – 12 as well as grow the music program at WLC). Considering the retiring aide position, the increase to full time for the two teachers would be cost neutral. He also discussed that the leadership team believes the creation of the Curriculum Coordinator and a Response to Instruction Coordinator positions are needed. He explained the Curriculum Coordinator would oversee the curriculum creation and updating for all grades and all disciplines, coordinate all staff development activity, provide staff development when appropriate,

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99 coordinate district wide assessments, and manage Title 1 and Title 2. The Response to Instruction
100 Coordinator's responsibilities include providing targeted instruction focusing (Grades 1 – 3) in math and
101 reading, as well as, working with Grades 4 and 5. Additionally, this person would work with teachers to
102 identify students not covered by Title 1 and SPED, who are struggling and determine solutions. The WLC
103 schedule will be changing for the 2017 – 2018 school year. Floundering students will have the ability to
104 seek help with subjects during the additional period or take additional classes. Mr. Brock said there have
105 been previous recommendations for a Curriculum Coordinator position and he would support the request
106 for the students. Superintendent Lane added he would be asking for these new positions even if he was
107 not recommending a reduction in other staffing areas.
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Van Proposal: Superintendent Lane discussed the details of the 15-passenger van proposal. The current
109 budget includes \$20,332 for the Career and Technical Education Center in Milford and the co-curricular
110 transportation cost is \$26,037. If a van is leased the annual fee is \$7,500 for 5 years. The itemized total
111 annual cost is \$16,900 including gas, driver, lease, and 2 oil changes per year. Primex has advised that the
112 insurance would be covered by the current policy at least for the first year; additional years were
113 estimated at approximately \$500. There is no loaner provision with the lease, and therefore, procedures
114 need to be in place for days the van is not available due to maintenance. Since the van will be used in
115 school-to- school situations only, it does not need to have special markings and/or special lights. The driver
116 will be fully vetted but will not be required to have a special drivers' license. This could result in a potential
117 savings of \$10,142 annually. Mr. Dailey states if it was a good idea to provide transportation as it is not the
118 SAU's area of expertise. The vehicle would also be used for transporting sports teams each worth \$300.
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121 Mr. Post questioned when we could expect to see improvement in the standardized test scores and Ms.
122 Hastings asked about evaluation tools. The superintendent replied that we currently use NEWA testing and
123 there are other evaluation tools available that can be taken monthly on the Chrome book, which will
124 provide more feedback, and within 24 hours. He also stated the students' level of progress can be
125 measured by internal data. Ms. Brown noted the need to focus on incremental improvements.
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- 127 b. **Warrants:** Superintendent Lane stated that he plans to have the figures for the Warrant Articles for our
128 next meeting. Additionally, he hoped the teacher's contract would be ratified by then.
- 129 c. **Times of Public Hearings, Snow Date, and District Meeting Snow Date:** The Budget Hearing will be held
130 February 9, 2017 at 7:00 p.m. at WLC. Snow date is February 10, 2017 at 7:00 p.m. at WLC. The District
131 Meeting is March 11, 2017 @ 9:00 a.m. at WLC and snow date is Monday March 13, 2017 at 7:00 p.m. at
132 WLC.
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135 7. Adjournment of Budget Committee at 8:33 p.m.

136 ***A Motion was made at 8:33 p.m. by Ms. Pomer to adjourn the joint session and seconded by Ms. Guild. The motion***
137 ***passed unanimously***
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139 Minutes taken by Pam Altner/Ellen Pomer

140 Respectfully Submitted,

141 Lisa Post, Secretary