

WILTON-LYNDEBOROUGH COOPERATIVE SCHOOL

WLCS BUDGET COMMITTEE MEETING & JOINT SCHOOL BOARD BUDGET SESSION MINUTES

Tuesday, November 27, 2018 – 6:30 p.m. in the WLC MS/HS Conference Room

Committee Membership: Chair Leslie Browne (Facilities Committee Rep.), Vice Chair Christine Tiedemann, Secretary Lisa Post (Strategic Planning Committee), Pam Altner, Jennifer Bernet (Strategic Planning Committee), Kevin Boette, Dennis Golding (School Board Rep.), Edwina Hastings (School Board Rep.), William Ryan (Facilities Committee Rep.), Alex Loverme (SB Budget Committee Representative).

The Agenda was as follows:

1. Call WLCS Budget Committee to Order
2. Public Comment
3. Review and Approval of November 13, 2018 Meeting & Joint Session Minutes
4. Budget Committee Review and Planning Session
 - a. Committee Reports:
5. **FY 2019-2020 Joint Budget Session at 7:00 p.m. in the Media Room**
 - a. Curriculum
 - b. Grants
 - c. Food Service
 - d. Revenue
6. Other Business:
 - a. Schedule Next Meeting
The next Joint Budget Session is scheduled for December 11, 2018 at 7:00 p.m.
7. Adjournment of Budget Committee

Attendees: *Leslie Browne, Christine Tiedemann, Lisa Post Dennis Golding, William Ryan, Alex Loverme.*

1. Chair Browne called the Budget Committee to Order at 6:38 pm.
2. No Public Present
3. Review and Approval of November 13, 2018 Meeting & Joint Session Minutes
A Motion was made by Christine Tiedemann to accept the minutes as amended; Seconded by Dennis Golding. Voting: All in favor with one abstention (William Ryan). Motion passed.
4. Budget Committee Review and Planning Session
 - a. Committee Reports: No new information from Facilities and Strategic Committee
 - b. Chair Browne said there were some questions regarding Facilities from previous meetings and note we need to keep them in mind to question.
 - c. Christine Tiedemann prepared a handout of all budgets she combined into one Excel document by control numbers that are broken down by actual headings. Regardless of what school it is at, these are the expenditures adopted and proposed since 2017 by heading. In reviewing the document, the Committee discussed the advertising budget which has spiked in the proposed FY20 budget and noted that in 2018 there was a huge jump in Telephone expenditures which when the system was replaced, however there was some discussion over this. Chair Browne informed the Committee that the transfer cost for the 654 has been taken off and will result in a \$500 month decrease. She indicated it can be broken out in any way we would like. Ms. Post questioned if the information included items that were going to be presented today. Ms. Tiedemann replied it was not and

WILTON-LYNDEBOROUGH COOPERATIVE SCHOOL

indicated that they would be updated and the documents will be dated and be built upon. She indicated that it is code driven and can be broken out to look at in different ways. There was a discussion over numbers that are estimated and would like to have numbers based on bids or previous contracts. Chair Browne was curious about the utilities numbers given at the last meeting. Dennis Golding indicated adopted 2018/19 was \$239,530 (water, sewer, electricity, telephone, fuel); Ms. Tiedemann questioned the budgeted amount of \$266K. Chair Browne indicated this document will be very useful during work sessions.

Ms. Post pointed out discrepancies between the 2018/19 and 2019/20 Proposed Curriculum Budget numbers and this was discussed.

A Motion was made by Ms. Tiedemann to recess and reconvene at 7:00 p.m. in the Joint Session; Seconded by Chair Browne. Voting: All in favor. Motion passed unanimously.

Present: Harry Dailey, Matt Ballou, Joyce Fisk, Miriam Lemire, Jonathan Vanderhoof, Charlie Post (at 6:36pm) and Alex LoVerme (after the Budget Co. Mtg).

Superintendent Bryan Lane, Director of Student Support Services Betty Moore, Principals Brian Bagley, Tim O'Connell, Technology Director Kevin Verratti, Curriculum Coordinator Julie Heon and Clerk Kristina Fowler

5. FY 2019-2020 Joint Budget Session at 7:00 p.m. in the Media Room

a. Curriculum

Superintendent Lane provided an overview of the curriculum budget. The proposed budget is \$289,710 (2.3% of the total budget) which is an increase of \$32,408. There is \$30,000 of expenditures through grant funds in addition to the general fund requests. Some of the areas of increase are curriculum development, STAR 360, dues/memberships, supplies, books and resources, and library. The initial FRES/LCS presentation included a new science curriculum and had discussed if adding a new math program was "a good change or not". Dr. Heon found grant money for the science piece and we have a \$22,000 reduction. They do want to move forward with the math program; books and resources are \$25,000 and is a 2-year program. The grant money is shown in the gray lines on the spread sheet and not in the general fund. Grants are part of the budget but not part of the total cost to tax payers. There are decreases in software. Level funded areas are tuition reimbursement FRES, LCS and staff development for FRES, WLC, LCS and FRES; these are all part of the CBA, by dollar figure for course reimbursement. He confirmed this would only change through negotiations and we may want to look at this through the hiring process as we have a larger number of teachers with masters; perhaps this could be decreased. He confirmed the decrease in software is primarily in NHSTE/Tech Ed applications as there is a change in the program and if we have Project Lead the Way that becomes less of a need.

Dr. Heon confirmed for Mr. Vanderhoof the math consultant has been decreased as they felt it can be less. Mr. Vanderhoof voiced concern that he didn't realize the consultant was ongoing. Dr. Heon explained it was their best judgement for maximum benefit to have it another year. There was a discussion regarding the time teachers have for this and it not being enough and needing more for collaborating time. She confirmed they will use the money that was approved for this year and will make adjustments to accomplish as much as they can but they will not accomplish all that they hoped for in a year. It was also discovered it will take more training than originally thought. Responding to Mr. Post asking what will change next year, she expressed the hope for additional professional development (PD) days and being able to use that time to accomplish more. She reported most of the

WILTON-LYNDEBOROUGH COOPERATIVE SCHOOL

things they are addressing with teachers are new strategies. With the limited number of release days, they want to work this into next year and hope to accomplish the maximum possible in two years. Responding to Mr. Vanderhoof she states asking for reports from the consultant would be inappropriate. She confirmed monthly benchmark assessments are being done, teachers record the assessments at the end of the month and will analyze the data on the next early release day. She can reflect on this and provide some of the conclusions. They will continue to measure improvements and provide data on improvements. She spoke in detail of what the consultant is helping them with such as planning, phone time planning the PD events and discussions back and forth regarding what questions teachers may have, what is the next step, what materials do we need to prepare. There was discussion regarding STAR 360 and is she still confident this assessment tool is the way to go; she is not 100% confident with any of the 3 typical systems districts use however any of the 3 can do just about the same kind of things. It was noted some other districts use NWEA and we could compare ourselves. It is unknown how many other districts use STAR 360, the Superintendent will find out. Discussion went back to the math program. Dr. Heon confirmed they didn't choose one yet they are all similar with a published set of resources. The committee will meet to revise a draft of a rubric regarding math content, how it's delivered, problems, parent component, readability and quality of the PD the publisher offers to support their materials. They are starting now with the hopes for the funding in March. A recommendation will be made to the Superintendent and the School Board. Mr. Vanderhoof notes he would like to have information regarding the math program before he could support this and Dr. Heon will be provided information as they narrow them down. The current math subscription is ending; it was for 5 years.

A question was raised regarding the science piece and is it too much to be effective in all the areas. Dr. Heon provided details of the science piece and confirmed it is reasonable to add the science and math programs.

A question was raised, regarding how far away are we from having the workbooks in digital form. Dr. Heon reported that they are available and cost savings is pennies. She spoke of the difficulties learning math on a computer and the benefits of paper and pencil for these multilevel applications as well as the need to print them for any students with certain accommodations.

Responding to a question Superintendent Lane confirmed regarding lines 18, 36 and 43, the spread sheet reflects the correct totals.

b. Grants

The Superintendent provided the information on the grants as we anticipate them to be. He reviewed slight increases in Title I, Title IIA, a decrease in IDEA-Special Education with an overall projection of \$256,442 which is an overall decrease of \$2,200 (18-19 budget \$258,652) and none being within our control. He confirmed these are federal grants and anticipated projections. Dr. Heon reviewed some of the grants are based on enrollment going back three years, and free and reduced numbers and the Title IV is based on district size and is a grant we share with private schools, charters and nonprofit schools located in our district (Lyndeborough and Wilton); this is all based on a formula from the State which we have no control of. Mr. Post questioned where we got the shortfall from the state funds. Superintendent Lane will provide that. Dr. Heon added those are state funds, these are federal funds.

Chairman Dailey commented the net budget is what you are actually taxed on and we focus on the gross budget and sometimes lose sight of what you are paying taxes on. There is revenue from multiple sources, it is important we understand this as this is how we got into trouble this year; the budget was flat but the revenue was not.

WILTON-LYNDEBOROUGH COOPERATIVE SCHOOL

c. Food Service

The Superintendent reviewed that the food service budget is always created as a level budget for revenue and expenses. This is an area the Strategic Planning Committee is looking at. Based on a three-year average (which he asked Ms. Tucker to do), we are anticipating \$26,391 being transferred from the general fund. He confirmed \$36,818 was the amount transferred in 2017-2018. Mr. LoVerme questioned if the meal counts are up or down from last year. Superintendent Lane will provide this.

d. Revenue

Superintendent Lane reported this is exclusive of any personnel changes which are coming to the next meeting. It appears there would be a revenue increase of about \$45,000; we are still looking into this overall. We are anticipating a reduction in preschool tuition (\$1,350) because of enrollment, increase in E-Rate (\$2,038), and increase in Adequacy Aid (\$17,689), Statewide Enhancement tax can fluctuate, this is estimate. He confirmed preschool tuition is based on this year's enrollment which we have a decrease and is an anticipated number. Overall, it is conservative. He will report back specifics regarding Keno funds for kindergarten and changes to free and reduced percentage rates.

Effect on Rolling Tax Averages

The Superintendent provided requested information regarding rolling tax averages going back to 2010, with 3 and 5-year average changes. On the document the annual tax change means the actual tax. The annual change of \$3.12 he assumes is a bond issue. If we went to a 3 year average you will see the changes in each year, but overall it flattens out a bit and the 5 year, all were under a dollar and change in both towns. He reiterated, it doesn't change the number, you still pay the same money over time it just levels it out

6. Other Business:

a. Schedule Next Meeting

The next Budget Committee Meeting is scheduled for Tuesday December 11, 2018 at 6:30 p.m. in the WLC MS/HS Conference Room follow by the Joint Session at 7:00 p.m.

7. Adjournment of Budget Committee

A Motion was made by Christine Tiedemann to adjourn the Budget Committee; Seconded by Dennis Golding. Voting: All in favor. Motion passed.

Respectfully Submitted,
Lisa C.M. Post