

# **WILTON-LYNDEBOROUGH COOPERATIVE SCHOOL BUDGET COMMITTEE**

**Location: Wilton-Lyndeborough Cooperative School – Media Room: 7:00 P.M.**

## **September 16, 2014 FINAL MEETING MINUTES**

*Members Present: Chair Don Davidson, Vice-Chair Mark Altner, Leslie Browne, Karen Grybko, Ellen Pomer, Harry Dailey (WLC School Board Rep.), Secretary Dawn Tuomala.*

Superintendent Dr. Christine Tyrie, Moderator Walter Holland

The Agenda was as follows:

1. Call Budget Committee Meeting to Order – in Media Center
2. August 19, 2014 Minutes Review and Approval
3. Swearing in of members (Walter Holland, Moderator)
4. Public Comments
5. Election of Officers
6. Brief updates from the Subcommittees:
  - a. FRES Bond Letter Update
  - b. FRES Building Committee – Ms. Eshback & Ms. Grybko
  - c. Facilities Sub-Committee – Leslie Browne & Mark Altner
7. Assign members to School Board Meetings
8. Dr. Tyrie Targets and Strategy
  - a. FY 15 Budget Targets
  - b. FY 15 baseline for staffing
  - c. Possible FY 16 Budget Drivers
  - d. FY 16 Budget Goals
9. Timelines
  - a. Review Timeline
  - b. Set up Future Meeting Dates
10. Other Business
11. Adjourn

### **1. Call Budget Committee Meeting to Order – in Media Center**

Chairman Davidson called the meeting to order at 7:06 PM.

### **2. August 19, 2014 Minutes Review and Approval**

***Motion: To approve the minutes as written was made by Mr. Altner seconded by Mr. Dailey; 4 yes; 2 abstentions. Motion carried unanimously.***

### **3. Swearing in of members (Walter Holland, Moderator)**

Ellen Pomer and Leslie Browne were sworn in as School Budget Members by Moderator Holland. Mr. Davidson thanked Mr. Holland for coming to the meeting.

### **4. Public Comments**

Mr. Holland stated that people in Lyndeborough were glad to hear about the return of undesignated fund balance to help offset the bond payments.

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**5. Election of New Officers**

**Motion to nominate Mr. Davidson as chairman was made by Mr. Altner; second by Ms. Browne; All in favor motion passes unanimously.**

**Motion to nominate Mr. Altner as Vice-Chairman was made by Ms. Grybko; second by Ms. Pomer; 5 in favor; 1 abstention. Motion passes.**

**Motion to nominate Ms. Tuomala as secretary was made by Ms. Grybko second by Ms. Pomer; All in favor; Motion passes.**

**6. Updates from the Subcommittees:**

**a. FRES Bond Letter Update**

Dr. Tyrie explained that the Department of Ed has ruled in our favor and that the Town of Lyndeborough only has to pay half and not the whole amount. There will just be the 20 payments. The Warrant Article estimated the interest rate amount, now that it has actually been established the tax rate can be set.

**b. FRES Building Committee – Mr. Dailey & Ms. Grybko**

Mr. Dailey stated that they opened FRES on time with no issues. The team was prepared and the parents and students were well informed. There were some traffic issues on the first day but that has been worked out. The playground and the security issues had been addressed by opening day. During the next 3 weeks the steel will be set for the interior walls. They are still on time and on schedule to have the building complete for February vacation. Then they will begin to level the 1950's building so that the administration office building can be started.

Hutter Construction is doing a great job and the clerk of the works is keeping track of all of the items. The meetings have been moved to Fridays instead of Mondays now. There was a contingency fund built in that they haven't had to touch yet. It was there because you never know what you will run into when you start digging. If that money is remaining at the end of the project they will do some additional work on the FRES gym. They discuss the budget at every meeting and they are still on budget. If we have a really bad winter with lots of snow this could delay the beginning of the administration building in the spring. There is a guaranteed maximum amount for the entire project. There are always disclaimers when you dig in the ground.

Next summer they will be even busier than this summer since they will have to finish the administration addition, finish the parking lot and the drive where the 1950's building was. They will also be working on the interior work of the 1890's building and the interior work at LCS needs to be done. The SAU office is scheduled to move into that building. They plan on contacting the NH DOT to come up with a safe entrance at LCS. This will complete the transition to a single district, stream line the classes and reduce the amount of teachers required.

**c. Facilities Sub-Committee – Leslie Browne & Mark Altner**

They haven't met yet but are scheduled for October 20<sup>th</sup>. They will be working on coming up with a facilities plan so that the District is proactive and the buildings won't be falling apart.

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**7. Assign members to School Board Meetings**

Ms. Grybko will attend the meetings in September and October. Ms. Pomer will attend the School Board Meetings in November, December and January. Mr. Davidson stated that if someone is unable to attend a meeting please send a message to himself and Mr. Altner so that we can have someone else attend.

**8. Dr. Tyrie Targets and Strategy**

**a. FY 15 Budget Targets**

They had more income than anticipated with the CAT Aid. They are planning to be close enough so that they will be within only 1% over the budget in the future. The Facilities program will be addressed through capital reserve accounts.

**b. FY 15 Baseline for staffing**

More children have been coming into the district , They have been having very good results due to the tight ratio of teacher to student. They make relationships with people and that is good stability for the children. They are starting the process of going through DOE with the paperwork to become legal as a District to offer the services to other Districts.

We get a new grant every year depending upon the number of students and it also depends on the amount of Federal dollars that pass through the state. They plan to keep the grant for as long as possible.

There is an increase in an ELA coordinator that is partially funded by Title II. They help teachers with writing instructional units and support the staff. They are doing imbedded professional development. We still don't have one this year.

**c. Possible FY 16 Budget Drivers**

There will be a change in teacher's retirement fund from 11.9 to 14% and they don't have the health care costs at this time. They will be maintaining, expanding and improving technology and networking.

There will be retirement dollars for staff who notify the district by November 1<sup>st</sup>. There is an increase in teachers' salaries for the second out of 3 years. The efficiencies in the new FRES building shouldn't increase the costs of the utilities. There is a difference in the boilers as they won't have to have them fully on if only a small amount of heat is needed. They are much smarter systems; if there is an increase it should be minimal. Right now the old burner is still running and there will be a new one in the new building so they will have to run 2 systems for this year. In addition there will be support staff negotiations this year.

**d. FY 16 Budget Goals**

The bottom line of the savings in consolidation will be about \$315,000 plus \$30,000 in SAU rent will offset the bond payments of \$331,690.

The Facilities committee is working on establishing a plan by using the various plans that have been done in recent years. The objective is to become more Pro-active in the future instead of waiting until something collapses.

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They are also deciding whether to set up a CIP to be able to plan the savings in the building.

**9. Time Lines**

The Budget Committee Members need to turn their binders back in so they can be used again. November 4<sup>th</sup> is Election Day so the meeting has been moved to November 5<sup>th</sup> instead. Mr. Davidson will check to see if the School Board will be able to take that meeting so that they can take care of the minutes.

Dr. Tyrie explained that they have new exciting software that they will prepare the budgets on this year. The Principals will be more involved this year and will be presenting their own budgets. The Public Hearing will be the first week in February and the District Meeting is the 1<sup>st</sup> Friday in March.

October 28<sup>th</sup> will be the first meeting and it will be a joint meeting to begin reviewing the budget.

**10. Other Business – None at this time.**

**11. Adjournment**

The next meeting will be on October 28, 2014 at 7:00 PM location Media Center. A motion was made to adjourn the meeting by Ms. Browne and seconded by Ms. Pomer; all in favor. The School Budget Committee was adjourned at 8:03 PM.

Respectfully Submitted,

Dawn Tuomala, Secretary