

Regular Meeting
December 16, 2009
Hollis-Brookline Middle School

Janice Tremblay, Chairperson
Tom Enright
Fred Hubert
James O'Shea, MD
Dan Peterson
Steve Simons
Tom Solon

Susan Hodgdon, Superintendent of Schools
Tim Kelley, Principal, Hollis-Brookline High School
Pat Goyette, Principal, Hollis-Brookline Middle School
Mark McLaughlin, Business Administrator
Robert Kelly, Director of Special Education
Jeanne Saunders, Assistant Director of Special Education
Betsy A. Packard, Recording Secretary

Others present included members of the Public and the following members of the Budget Committee:
Steve Pucci, Chair, Forrest Milkowski, Doug Davidson, Greg McHale.

Chairperson Janice Tremblay called the meeting to order at 6:12 p.m.

1. AGENDA ADJUSTMENTS

Supt. Hodgdon stated that she would like to add to the Supt. Report "calendar change."

Mr. Hubert stated that he would like to add "insurance eligibility" under the Business Administrator's report.

Supt. Hodgdon added that there would be a non-public session.

2. INTRODUCTIONS

Chair. Tremblay introduced Mark McLaughlin, the new Business Administrator for SAU 41, stating that he joined the SAU on December 1st.

3. FY11 REVISED BUDGET PRESENTATION BY ADMINISTRATORS AND BUSINESS ADMINISTRATOR

Supt. Hodgdon stated that they continue with the goal of maintaining a balance between the current high standards with fiscal responsibility. She reported that she had held 2-3 sessions with the building administrators, Chair. Tremblay, Mr. McLaughlin, and herself. They put in exact figures for placeholders, looked at health insurance, and looked at the budget to get as close to "0" impact, as possible. The SAU Assessment was also added.

Steve Pucci, Chair of Budget Committee, called the Budget Committee meeting to order at 6:20 p.m.

High School

Mr. Kelley reported that the High School budget, as presented at the last meeting, stood at an increase of \$81,000. Upon further work, the increase has been brought down to a total increase of \$5,000. He then reviewed the following:

Oil ~ From \$116,000 to \$88,000, difference of \$2.90/gal to \$2.40/gal and usage of 40,000 gal to 37,000 gals.

Aides ~ Elimination of aides. Close to \$100,000 reduction. Initially thought they would need 5 paras, but have reduced to 4. Four positions not hired this year, will keep two at the High School. Ms. Goyette will keep at her school, the other two will move to Middle School. Therefore, no new positions needed.

Teaching Materials ~ Computer Education – cut graphic tablets for a \$7,000 reduction. Desktop replacements at a cost of \$400 from \$500 each.
Piano – cut.
Power School – has been adjusted; was in budget in a couple of places.

Middle School

Ms. Goyette reported that last month the proposed budget was up over \$185,000. It currently is slightly over \$100,000. The costs are due to Special Education and oil. She reviewed the following:

Staff ~ Slight cut.

Oil ~ Slight decrease due to number of gallons and cost per gallon.

Athletic Transportation and Officials ~ Reduced.

Printers ~ Reduced.

Salaries for Aides ~ Mr. Kelley addressed in his overview.

Special Education ~ Ms. Goyette reported that she was very proud of the Middle School Special Education model. She stated that the Middle School has some tremendous needs next year, but felt they have been addressed fiscally and responsibly.

SAU 41

Mr. McLaughlin reported the following:

Workers' Compensation ~ Up slightly – 9% increase or \$2800.

Liability Insurance ~ Down slightly – Revised the 2011 budget to what was actually paid.

Health Insurance ~ Took a census of current employees and added the maximum exposure of 17.5% Guaranteed Maximum Increase (GMI) and added 6 individuals at the family rate. Thus, a \$121,000 change.

Dental Insurance ~ 5% increase.

FICA ~ Correction of error.

SAU 41 Assessment ~ Increase of \$103,382 based on assessment and shared portion of Assistant Superintendent position.

Retirement Fund ~ One teacher retiring.

Internet Connection ~ Went down slightly.

Expenditures/Supplies/Computers ~ \$446 increase.

4. BOARD & BUDGET COMMITTEE DISCUSSION OF THE BUDGET

Chair. Tremblay stated that she had a hard copy of questions that were presented by the Budget Committee, and added that she hoped to get the answers before the Board meeting in January.

Mr. Davidson questioned, in regards to expendable supplies, if anyone had discussed a strategy to reduce expendable supplies in the Coop. Mr. McLaughlin responded that it had been talked about, but not yet addressed. Chair. Tremblay added that at the last meeting it had been proposed that MRI be asked to put together a plan. They have presented a proposal. Mr. Davidson offered his assistance with this project.

Mr. Enright asked, in regards to Health Insurance, what was calculated at 17.5%. Mr. McLaughlin responded that it was based on talking with MRI. They recalculated current employees' coverage at 17.5% increase, then added 6 family plans for roughly \$60,000. Mr. Enright stated that he would like the rough numbers for the two pieces. Mr. Peterson added that the additional 17.5% is approximately \$52,000 additional money. Mr. Enright stated that the Health Insurance cost would come out to roughly \$120,000.

Mr. Enright asked how many buy-outs there were. Mr. McLaughlin responded that there were about 33.

Mr. Enright stated that at the last meeting, the Board asked for a plan that would take the proposed budget to "0" increase. He asked if they had such a plan. He pointed out that currently, the proposed budget was at 6%, or approximately \$100,000 off. Supt. Hodgdon responded that they did not have a such a plan without reduction of staff.

Mr. Enright asked if there were any holes left, or if every column in the budget had a realistic number. Chair. Tremblay responded that they had had another meeting to work on the budget that afternoon. She felt that they had identified everything they could without serious digging and cuts. Mr. Enright asked if there were any placeholders left. Supt. Hodgdon responded that there were not.

Mr. Peterson asked how much the Coop's allocation was for the Assistant Superintendent's position. Mr. McLaughlin responded that it was \$55,000. Supt. Hodgdon added that the other portion was for the Assistant Special Education Director, which was approximately \$35,000 - \$40,000 for the Coop share. Mr. Peterson added that the Coop share of the SAU Assessment was \$65,000, plus \$55,000 for the Assistant Superintendent.

Mr. Davidson asked what the percentage would be. Mr. Hubert responded that last year the percentage was 9%, but is 16.27% with the additional position of Assistant Superintendent.

Mr. Davidson pointed out that the SAU is the only entity of the SAU districts that does not have a budget committee.

Mr. Enright questioned that in regards to Transportation, they took out two buses, and wondered what happened to the numbers. Supt. Hodgdon responded that the buses were out of the budget, but not off the routes. Now they are off the routes. Mr. Pucci stated that one bus was taken out of the budget, but not off the route. It was taken out in FY09 and the same for FY10. Therefore, it seems that only one bus was taken out, and another bus should be. Mr. Enright stated that that was what he thought.

Mr. Hubert stated that if the cost is approximately \$20,000 per bus and they have 20 buses, then that would be \$400,000, which is what is in the budget. Chair. Tremblay added that the Coop supplies the

fuel, so that could affect cost, even though they run the same number of buses each year. Mr. Milkowski pointed out that on page 13, diesel fuel is listed as part of the \$400,000. It's estimated \$20,000 increase in fuel.

Mr. Peterson felt that there was something amiss, that they had not looked at the contract. Supt. Hodgdon stated that she would like to answer his question in non-public.

Mr. Enright stated that he would like to get the budget to "0" increase and wondered if the School Board should do that, or if they should do it in a joint meeting with the Budget Committee. Chair. Tremblay stated that she would like to give the Budget Committee time to make comments and address the document they had before them. If needed, she would like to set January 6th as another meeting to address the budget.

Mr. Peterson felt that there were too many questions on the document to go over and asked that the Budget Committee prioritize the top 3 – 5.

Mr. Pucci made the following comments:

- Budget Committee received the budget on October 31st and that was the first time they saw the budget allocated across all line items. The Budget Committee likes to look at trends, and that is what the document expressed.
- General questions the Budget Committee would like answered:
 - ~ Head count / Student enrollment
 - ~ Forecast revenue
 - ~ Where are fund balances shown from various school areas
- There was a large unreserved fund balance from last year.
 1. There were \$189,000 in encumbrances once the budget was closed. Was this amount spent?
 2. Had \$630,960 left. Had non-reoccurring items. FY10 has \$43,000 increase over FY09 that includes the non-recurring items.
- Have looked at items in October and November. Budget status to date:
 - October - surplus of \$768,000
 - November - surplus of \$830,000
- Salaries & Benefits seem high. Salaries - \$200,000 too high. Benefits and FICA - \$300,000 too high.

Mr. Pucci felt there was still excess in the budget. He encouraged it be looked at again. He pointed out the following:

Special Education – Need clarification. Would like to talk with Chair. Tremblay in private, as he was concerned with the lack of information requested being provided. He added that he needed to understand the in-district and out-of-district students. He stated the following needed clarification:

Projected a net add of 28.

October '09 – actual is addition of 12.

November '09 – actual is addition of 18.

Proposed FY11 (as of Nov '09), net increase of 13.

Tuition increase of over \$100,000 – how many students?

Two students over \$100,000 in transportation costs.

Explanation of \$508,000 increase in IDEA cost from FY09 to FY10

What is projected total IDEA revenue for FY11?

Energy Consumption – Mr. Pucci stated that the Budget Committee looks at trends. In regards to Energy Consumption, the data supports that they are using 10% less in oil and electricity.

Transportation - Numbers show changes each year based in CPI. What transportation efficiencies can be done?

Expendable Supplies - Pursue cost reduction initiative.

Mr. Pucci explained that on Page 3 of the Budget Committee document, they listed following categories where there was a significant dollar or percentage increase:

Assemblies	Homebound Instruction (up 44%)
Audit (up 108%)	Negotiations (up 136%)
Awards (up 25%)	Publications (up 33%)
Benefits	Repair & Maintenance (up 31%)
Books (up 14%)	Salaries (\$530,000 increase)
Dues (up 10%)	SAU Assessment
Energy	Services
Equipment Repair (up 78%)	Expendable Supplies
Equipment (up 25%)	Testing (up 33%)
Additional Equipment Instruction	Travel (up 15%)
Graduation Expenses (up 9.5%)	Tuition
Instructional Services (up 29%)	Uniforms (up 121.5%)
Insurance (up 38%)	

Mr. Pucci stated that if the Board felt it was critical for the above numbers to go up, then where will they reduce from other areas?

Mr. Pucci pointed out that salaries are up \$530,000 from the end of June to the proposed budget – without a contract.

Mr. Milkowski stated that the budgeted number does not include the warrant increase for teachers.

Mr. Davidson stated that even if the budget achieves “0,” that is exclusive of the increase for staff and support staff, therefore, they have not achieved “0%” increase.

Mr. Pucci pointed out the following Expendable Supplies trend:

08/09	\$198,000
09/10	\$166,829
10/11	\$179,067

Mr. Pucci stated that the Budget Committee would like to see figures for:

- ~ The end of June
- ~ Where we are today
- ~ Proposed budget

Mr. Pucci questioned when the Budget Committee would receive detail on the tentative contract agreement. Mr. Peterson responded that once the Board has a written agreement, they can then share it with the Budget Committee.

Economic Stimulus – Is the district planning to apply for monies available? If yes, show breakdown of planned spending, as well as recurring and non-recurring items.

Budget Committee would like budget status as of December 31st, same as October and November. Would also like soft copy of FY11 proposed budget.

Mr. Davidson stated that last year when the Board felt they had cut everything they could, the Budget Committee recommended cutting an additional \$700,000. There was an unreserved fund balance of \$700,000. Mr. Davidson stated that that was not by accident, but that the Budget Committee had done their homework. He felt that they could find more reductions in the FY11 proposed budget. He added that there were 31 items in the proposed budget that had 80% of the budget unspent. These items need to be looked at. He asked that the Board look objectively at the data provided.

Mr. Pucci asked for a commitment on getting the data requested.

Mr. Peterson pointed out that the analysis presented by the Budget Committee was based on the proposed budget presented last month, not on that night's presentation. Mr. Davidson stated that if they look at trends, they will still be looking at an unreserved fund balance. He felt that there was still an opportunity to cut the proposed budget.

Chair. Tremblay stated that she had asked that the Board members keep January 6th open for a joint meeting of the School Board and Budget Committee to finalize the budget. Mr. Enright stated that he would like time to process everything before agreeing on a date. Mr. Pucci stated that if the School Board did not want to have a joint meeting, then the Budget Committee would ask that a School Board member and an Administration member come to their meeting.

Mr. Peterson felt that with the holiday, significant progress could not be made by January 6th.

Fred Hubert moved that the Board set a joint meeting of the Board and the Budget Committee for January 6, 2010. Steve Simons seconded. Motion failed. 2 – 5 – 0 (Tremblay, Enright, O'Shea, Peterson, Solon against.)

Mr. Milkowski suggested that a joint meeting be held on January 20th. Chair. Tremblay pointed out that January 20th was the regular Board meeting date. Mr. Pucci suggested holding a working session in early January. He asked that Chair. Tremblay let them know by this Friday what the Board would like to do, but added that the Budget Committee needs the information requested.

Forrest Milkowski moved that the Budget Committee adjourn their meeting. Doug Davidson seconded. Motion carried. 4 – 0 – 0.

5. PUBLIC INPUT

None.

6. NON-PUBLIC SESSION

James O'Shea moved that the board enter Non-public session under the provisions of RSA 91-A:3II(c) Reputation. Fred Hubert seconded. A roll call vote was taken with all members voting in the affirmative. 7-0-0.

The board entered non-public session at 7:42 p.m.

The Board reconvened the public meeting at 8:20 p.m.

7. REPORTS

Business Administrator

Mr. McLaughlin stated that he had emailed the YTD 2010 budget as of November 30th. He added that he did have questions regarding the budget that he needed to further track and research.

Building and Grounds Supervisor

None

Principal – High School

Mr. Kelley stated that Parent Internet Portals for Power School have been opened. Passwords have been sent. The school has the ability to monitor how often parents use the system.

Mr. Kelley reported that he had received a donation from the Hollis Brookline Youth Lacrosse League, as follows:

\$2000 for Boys Lacrosse team
\$2000 for Girls Lacrosse team

Steve Simons moved that the Board accept the Hollis Brookline Youth Lacrosse League's donation with thanks. Fred Hubert seconded. Motion carried unanimously. 7 – 0 – 0.

NEASC Report –

Mr. Kelley stated that he had a letter from Janet Allison regarding NEASC. He stated that the High School was granted accreditation in 2005. There was a site visit before he arrived. After a site visit, a 2-year and a 5-year report are usually submitted. The Coop had to do a special progress report after one year. At the 2-year mark, a 25-30-page document was submitted. Two more special reports were then submitted. They are now getting ready for the 5-year report. There are about 35 recommendations that need to be addressed.

Mr. Kelley stated that he was thinking about putting the reports on-line. Mr. Solon stated that he had some concerns about putting reports online, as they could be taken out of reference. Mr. Kelley agreed that there could be a downside; therefore, he wanted to talk to Janet Allison. Mr. Solon stated that he would like to have discussion of where to put the reports on-line and how to get to them. Mr. Kelley responded that he would come to the Board before putting any reports on-line.

Dr. O'Shea asked if there was any action Mr. Kelley needed from the Board. Mr. Kelley responded that the report was what it was. The report states that the District has space issues. He added that he has kept the NEASC apprised of what has been done to help alleviate the space issues. He has shared with them that the community has not approved a bond with 2/3 vote, or approved portables.

Mr. Solon asked if there were any desire to repeal or rebut any of this recommendations. The school does have space issues, but the school continues to achieve excellent results. He stated that he understood their recommendations, but the school is still providing excellent education.

Mr. Kelley stated he understood Mr. Solon's point. Despite space issues, the Coop has been named one of three NH schools as a Silver Medal school.

Student Representative

No report.

Principal – Middle School

Ms. Goyette advised the Board that she had one action item. She requested permission to change the April early release day from April 14th to April 13th. She stated that she had checked on transportation and there were no issues. Ms. Goyette explained that Shakespeare was being taught in English and *Romeo and Juliet* will be playing (one showing only) at the Colonial Theater on April 14th. Changing the early release day would allow students to take a field trip to see the play.

Dan Peterson moved that the SAU proceed to recommend a change to all districts in the SAU of the early release day from April 14th to April 13th as requested, and to report back at the next meeting. Steve Simons seconded. Motion carried unanimously. 7 – 0 – 0.

Mr. Solon stated that Ms. Goyette's report talked about the feasibility of all students completing Algebra I by 8th grade. He questioned if this was desirable. Ms. Goyette responded that there was a strong desire to see it happen, and that they were moving towards that goal, but did not think they would ever reach 100%. Out of 10 math classes at the 8th grade level, 6 are Algebra classes. With the changes taking place at the elementary level, she felt they would have more and more Algebra classes.

Network Administrator

No report.

Director of Curriculum

Supt. Hodgdon stated that Ms. Mace reported that there has been a change in the SAU office staffing. The receptionist—curriculum/secretary position is now being shared, both individuals are part-time. This results in savings of benefits because the position is part-time.

Director of Special Education

Mr. Kelly reported that they were moving forward and that they were not looking at anything that would be reoccurring with use of stimulus funds, with one exception, that being consulting services of therapy.

Superintendent

Staffing:

Supt. Hodgdon reported that she had received a letter from Sue Nierendorf who was resigning her position as secretary at the Middle School as of December 18, 2009. Sue will be returning to her previous career of fitness and wellness.

Steve Simons moved that the Board accept the resignation of Sue Nierendorf with sincere regrets and best wishes. Tom Enright seconded.

Mr. Simons asked if Ms. Goyette had a replacement. Ms. Goyette responded that she had posted the position.

Motion carried unanimously. 7 – 0 – 0.

Supt. Hodgdon stated that she had received a request from David Bond for sabbatical leave, which could bridge two school years. Mr. Bond has been selected as a secondary for a scientific position in Antarctica. The position would be from mid-February to October. Staff contract states a sabbatical to be in a single school year. Supt. Hodgdon explained that Mr. Bond is the back-up person, so if the first

choice person does not go, he would be next in line. She added that Mr. Bond would have internet access and would stay in touch with his class, sharing his experiences. If the primary person does go, then Mr. Bond will know by March if he will be the primary choice for October to February of the next year.

Mr. Enright asked what Supt. Hodgdon's recommendation was. Supt. Hodgdon responded that if Mr. Bond has the opportunity to go, she was supportive and felt he would bring a wealth of information back to the school.

Chair. Tremblay asked who would take Mr. Bond's place. Supt. Hodgdon stated that usually they would hire a long-term substitute. Ms. Goyette stated that the following year would be easier, as it would fall within the same school year.

Mr. Solon asked if Mr. Bond would receive compensation from the program. Supt. Hodgdon stated that he would get compensation from Raytheon, a sponsor. Mr. Solon asked if that meant that the District would not have to pay him. Supt. Hodgdon responded that the contract is specific. Mr. Simons felt they needed to know more about the finances. Chair. Tremblay asked when Mr. Bond needed to know. Ms. Goyette pointed out that he had not been accepted yet.

Supt. Hodgdon reported on the Race to Top Funding (Federal Stimulus Funds). She advised the Board that Ms. Mace had sat in on a conference call. The application is due Friday. Ms. Mace's absence that night was due to her working on the application. Supt. Hodgdon felt that they would be able to meet the deadline because of the 5-year plan. If the funding comes through, there would be \$20 - \$75 million for the whole State. She felt it could have a positive impact on the technology budget.

Supt. Hodgdon advised the Board that Ms. Mace's report had mentioned the Strategic Planning group. There has been two sessions in which they organized, developed a timeline, and built the group's common knowledge around transient education. They have scheduled a couple of meetings for January.

8. HOLLIS ENERGY COMMITTEE UPDATE

Chair. Tremblay informed the Board that she had sent an email to Christian Heiter, but had not heard back from him. Mr. Heiter was to meet with Atty. Drescher and get back to the Board.

9. MARCH DISTRICT MEETING DATE

Chair. Tremblay stated that the Board had scheduled Monday, March 8, 2010 as the District Meeting date. Tuesday, March 11th is voting day. Holding the District Meeting on March 8th puts a burden on the people that run the polls, as they would have to be at the District Meeting, then be up early for Monday's voting. Chair. Tremblay added that the gym was available on March 17th.

Fred Hubert moved that the Board move the Hollis Brookline Cooperative District Meeting date to March 17, 2010. Steve Simons seconded.

Mr. Enright asked what were Hollis' and Brookline's meeting dates. Chair. Tremblay stated the following:

Brookline District Meeting	March 4
Hollis District Meeting	March 15
Town Meetings	March 10 and March 11

Motion carried unanimously. 7 – 0 – 0.

10. INSURANCE ELIGIBILITY

Mr. Hubert stated that all were aware that Board members are eligible to participate in the professional staff health insurance plan as long as they shoulder 100% of the cost. He questioned why this option was not open to other elected officials, such as the Budget Committee members.

Mr. Enright advised that they seek a legal opinion, as School Board members are staff members of the District.

Mr. Hubert felt that other districts offered this option to other board members.

Chair. Tremblay asked that Supt. Hodgdon get legal opinion and report back at next month's meeting.

11. SAU PROPOSAL: COST SAVINGS INITIATIVE

Supt. Hodgdon reported that she had a draft proposal, which arrived late last night, thus she had only looked it over and not had a chance to converse with the people submitting the proposal.

The proposal is outside of the current contract and would extend over the next 4-8 weeks. The rate is \$85 - \$90 /hour. They would create a framework for determining where there could be cost savings; energy acquisition; consolidation of acquisition; feasibility of outsourcing; identify process; interview Superintendent, Business Administrator, and staff to understand how procurement is carried out and to understand the process.

Supt. Hodgdon felt that the proposal was a study and was not what the Board was looking for.

Mr. Hubert asked what the total cost was. Supt. Hodgdon responded that there were no total numbers, or other added costs, such as transportation.

Chair. Tremblay pointed out that Smith and MacNeil are on-site 4-8 hours a week, not 30 hours a week. She stated that some of what the proposal was suggesting has already been done, adding that she did not want to do it all over again.

Mr. Peterson agreed with Chair. Tremblay's comments. He felt that the District needed to focus on two key areas:

1. Someone to focus on reducing electricity costs. Need to understand how to leverage the school districts and the towns for better oil pricing. Either need to use the current staff or hire someone for a couple of weeks.
2. Need to look at expendable supplies, especially paper and toner. (Ms. Duhamel identified that it is 80% of expendable supplies.)

Mr. Hubert asked if the Board would entertain the Budget Committee looking into these issues, as he felt they had already done a lot of the work. Chair. Tremblay responded that she was not comfortable with telling the Budget Committee to run with it. She felt it should come from the Board and Administrators, suggesting that they prepare reports and compare their information. Mr. Enright and Dr. O'Shea agreed with Chair. Tremblay.

12. MINUTES

Chair. Tremblay stated that she received an email from Iris Realmuto, which stated the following clarification to the November 18, 2009 minutes:

"Clarification to the minutes. I maintain the HBHS PTSA, HBMS PTSA, and Hollis School Board websites."

Tom Enright moved that the Board accept the minutes as amended. James O'Shea seconded. Motion carried. 5 – 0 – 2. (Simons, Peterson abstained.)

13. BUDGET

Mr. Peterson made the following recommendations to the proposed budget:

<u>Item #</u>	<u>Description</u>	<u>Recommendation</u>
12	Equipment Repair	Actual for FY08 was \$13,500 and for FY09 \$10,000, so why the increase to \$23,900?
14 & 15	Expendable Supplies	Take 10% off for an approximate savings of \$3,000.
18	Publications	Reduce to \$1,000 for a savings of \$1,700. (Ms. Goyette to check into this.)
24	Salaries, Art	Budgeted the same as last year, but spending less. (Mr. Kelley stated that this was a long-term sub, therefore, need to budget salary at full amount.)
41 & 42	Salaries, Lang. Arts	Teacher left, hired at a lower rate.
56	Salaries, For. Lang.	Spending less than budget. (Mr. Kelley explained that part-time teacher was cut.)
64	Textbooks, For. Lang.	If have not spent this, why budget it? (Mr. Kelley responded that they need it next year.)
108	Salaries, Math	Ms. Goyette explained that a teacher retired. Hired 1 st year teacher. Mr. Peterson responded that there should then be \$15,000 left.
115	Textbooks, Math	There is a \$16,500 increase. (Mr. Kelley explained that it was for Algebra textbooks. He will look into used books.)
138	Salaries, Science	Difference in amount, when still under same contract. (Mr. Kelley felt they probably hired/replaced a teacher. Will look into it.)
172	Teaching Mat., Tech Ed	Large increase from last year's budget. Would like an explanation.
255	Salaries, Coaches	Money has not been spent. (Ms. Goyette explained that salaries are paid at the end of the season. Will look into it.)
292	Student Asst. Coordinator	Mr. Kelley explained that this line item was reduced 25% last year, therefore, flat lining it this year.
349 – 355	Vision & PT Services	Assuming that they have not spent yet.
357 & 358	Salaries, OT	Have not spent any, no encumbrances, therefore would like to know about this. (Ms. Goyette will look into it.)
416	Expendable Supplies, Computer	Last year spent \$12,509. Proposing \$24,493 for FY11. (Mr. Kelley will look into it.)

452	SAU Assessment	Would like to see this reduced by \$50,000 to \$55,000 until agreement with SAU.
487 & 488	Salaries, Maintenance	Explain differences. (Mr. Kelley responded that it could be due to turnover; hiring at a lower rate. Will check into it.)
525	General Maintenance	In 2008 was \$18,000. In 2009 was \$21,000. In 2010 is \$26,000. Felt it should be reduced.
529 & 530	Expendable Supplies	Cut about \$4,000.
532 & 533	Utility Services, Lighting	Explanation. (Mr. Kelley responded that they had been reducing the last few years, but there had been an increase in technology in the building, causing an increase in electrical use.)
542	Transportation	Not sure if this has been budgeted correctly or not. (Mr. Enright stated that he wanted to see how it was budgeted, not just a number.)
554	Health Insurance	Not sure that the budget can afford a contingency of 6 at the family level. Suggest take out \$50,000. (Mr. Enright suggested cutting by half, thus, starting with 3 at family level. Mr. Hubert stated that it was budgeted at 17.6% increase, but did not feel it would be that high.) Mr. Peterson stated that the difference of the rate is approximately \$3,000. It is the number of employees (6 at the family level) that is high. He recommended that it be reduced by \$36,000.
562	Unemployment Comp.	Mr. McLaughlin to look into it.
563	Workman's Comp.	Mr. McLaughlin to look into it.

Mr. Peterson stated that he had identified roughly \$166,000 that could be eliminated from the budget.

Mr. Enright made the following recommendations:

<u>Item #</u>	<u>Description</u>	<u>Recommendation</u>
425	School Board Training	Take to 0.
426	Advertising	Could be less.
427	School Board Expenses	Could be less.
428	Dues	School Board and Superintendent dues. Should be looked at for reduction.
443	Negotiations	Do not think will need next year, so can be taken out.

Mr. Peterson felt that the budget would be within \$50,000 with the above recommendations made. He felt they should build in contingencies. He added that they were looking at perhaps two new contracts, which would be approximately \$300,000. He stated he would like to see what the budget would look like if the budget was reduced to cover the cost of the contracts.

Mr. Enright stated that he would like to see a proposal of where the cuts would be coming from, not that 4 teachers will go. He added that generalized commentary would not cut it.

Mr. Peterson stated that he would like to see what the budget would look like at the following levels:

- "0" increase
- \$150,000 reduction
- \$300,000 reduction

Mr. Solon stated that the Board should also look at revenues. He questioned whether there should be fees where there had not been any fees before. He felt this needed to be explored.

Mr. Enright questioned if they should set a date in January for budget workshop. It was decided to meet **January 14, 2010 at 6:00 p.m. at the Middle School** with the Budget Committee invited to attend.

Mr. Pucci stated that some people like to look at the details of the budget. He suggested that Mr. Peterson, Mr. McHale, and he meet with Mr. McLaughlin and dive into the details. He felt they could get a lot done. Supt. Hodgdon felt that the Administrators should also be present, as they could provide detail.

Mr. Hubert stated that he liked the January 14th meeting, but suggested that details should be published as they are found, so that they get them prior to the meeting instead of getting them all at the meeting.

Mr. Solon asked if an individual could be appointed as a filter to take any additional questions. Supt. Hodgdon responded that in the past, requests/questions go to the Board chair, who passes them along.

Mr. Peterson recommended that the Board consider a meeting at the end of the month or the first of February, as a placeholder. It was decided that Chair. Tremblay and Supt. Hodgdon will decide on a date.

Fred Hubert moved that the Board adjourn. Steve Simons seconded. Motion carried unanimously. 7 – 0 – 0.

The meeting adjourned at 10:15 p.m.