

SCHOOL ADMINISTRATIVE UNIT NO. 12
Office of the Superintendent of Schools
Londonderry, New Hampshire 03053

5 A concurrent meeting of the School Administrative Unit No. 12 School Board and the Londonderry School District School Board was held on **Thursday, January 14, 2016** at 7:00PM at the Londonderry Town Office, Moose Hill Conference Room, 268B Mammoth Road, Londonderry, NH. In attendance were School Board members: Mrs. Hendricks, Mr. Laferriere, Mr. Lekas, Mrs. Reilly and Mr. Young. Also in attendance were Budget Committee members: Mr. Combes, Mr. Hooley and Mr. Vermillion.
10 Also in attendance were Superintendent, Mr. Greenberg, Business Administrator, Mr. Curro and School Board Secretary, Lisa Muse.

1. **Call To Order:** The meeting was called to order at 7:00PM by Mr. Young.

15 2. **Pledge of Allegiance:** The Pledge of Allegiance was led by Jill Connors.

3. **Questions, Announcements and Presentations**

3.1 **Special Recognition:** Paul Dutton, North School principal recognizes Jill Connors, Assistant Principal at North School for receiving the New Hampshire Assistant Principal of the Year award. Mr. Dutton reviewed the process that was involved and he mentioned that Jill thrives as a leader and is dedicated to the students and staff and is always striving towards excellence. Mr. Young presented her with an Edible Arrangement.

25 3.2 **Filing Period for Candidates – First Day is Wednesday, January 20, 2016 and Last Day is Friday, January 29, 2016**

- One (1) School Board Member – 3 year term
- One (1) School District Clerk – 3 year term
- One (1) School District Moderator – 3 year term
- One (1) School District Treasurer – 3 year term

30 To make arrangements to file, please contact Mrs. Mary Wing Soares, School District Clerk at (603) 247-1679. Mrs. Soares will be at the School District Office from 3:00PM to 5:00PM on Friday, January 29, 2016, for the purpose of final filing.

4. **Meetings:**

35 January 19, 2016	Regular Meeting	7:00PM	Town Offices
February 5, 2016	Deliberative Session	7:00PM	LHS Café
February 16, 2016	Regular Meeting	7:00PM	TBD

40 Mr. Curro mentioned that there will be a regular School Board Meeting immediately following the Deliberative Session on February 5th, 2016. Time TBD in the LHS Cafe.

5. **Open Public Hearing on Operating Budget and All Other Warrant Articles**

Mr. Laferriere made the motion to open the public hearing on the operating budget and all other warrant articles. Mrs. Hendricks seconded the motion. Motion passed 5-0-0.

45 5.1 **Article 2 - To see what action(s) the Board will take regarding the General Fund-Operating Budget for 2016-2017:** Mr. Greenberg mentioned that based on the Boards direction the proposed budget of \$70,988,421 was reduced by \$210,419 netting a proposed budget of \$70,778,003. That would be \$154,000 below the default budget of \$70,932,073. The budget as presented tonight represents a 2.54% increase over the FY16 general fund budget of \$69,021,532. To arrive at the

reduction, we have conducted a restructuring of the IT Department which will net \$161,169 savings, we have reduced the IT equipment requests by \$49,250 and this nets the reduction of \$210,419. Due to unanticipated expenses related to by Special Education, we have adjusted the fund balance to offset taxes from \$500,000 to \$200,000. Thus the net tax impact for the general fund budget as presented tonight is \$.80. Page 11 shows the four areas of significant increase when looking at the proposed budget: salaries and benefits are up \$1,181,872, (\$250,349 are for salaries and \$931,523 are for benefits), transportation came in at \$138,870 (additional bus to ensure we can transport students from the north end of town due to growth), tuition for special education \$417,347. At this point in time, we have six additional students we need to budget for in this year's budget. This brings the total number of students to 31. The last area of significant increase is \$180,391 for equipment and most of that relates to IT. So adding up the four areas represent almost a \$2 million increase. The net increase for the general fund budget is \$1,756,471. The only change in personnel reductions that we made is the reorganization of the IT Department, the web technician is no longer in existence and we are recommending on hold on filling the IT Director position for another year. Reorganized IT Department and shifted some responsibilities. We are outsourcing major parts of our web pages and the shell. With recommendations, we will be below default budget and maintain class sizes and the educational assistance we have been using. Net decreases in staff: Two elementary teachers, half a teacher at LMS and two positions at the High School. We are adding a 504 case manager at the High School. We have seen significant increase in our preschool special ed program so we are adding half a LEEP teacher and SPED assistant. Mr. Curro wanted to mention that because this is a public hearing he wanted the record to show that there are packets and printouts for the public to acquire. Mrs. Reilly asked what B&G stands for on the sheet. Mr. Greenberg mentioned this is Building and Grounds and he lists the items on the sheet. This list shows the proposed budget up to a \$300,000 reduction. The cuts stop after the first two \$161,169 for IT restructuring and \$49,250 for equipment. The other items have not been reduced from the budget and Mr. Greenberg strongly encouraged the Board to leave those items alone. Mrs. Hendricks asked about stipends. Mr. Greenberg mentioned that the elementary stipends are for the new positions that are done voluntarily. The total is \$14,800 and he is not suggesting these be removed. Mrs. Hendricks asked what is cost per student. Mr. Greenberg said the numbers he can provide would give a comparison with the State so these are year old numbers. We are above on the elementary level, below at the Middle School level and High School and our average is below the State average. State average for elementary is \$14,200.30, Middle is \$13,320.82, High School is \$14,109.48. The total average is \$14,000. Our numbers at the elementary is \$15,181.76, Middle School is \$12,426.44, High School is \$13, 647.52 and the total average \$13,931. We are below the state average by \$70 if you take everything into account. At the high school we are below \$462, Middle School below \$894 and we are above the state by \$900.

No comments from Budget Committee.

Public questions:

Mary Wing Soares, 2 Gail Road: Thanked Mr. Greenberg for coming in below default. She mentioned that she works at the Middle School and wanted to speak about the warrant article. She wishes the tools would be included in the budget and not as a warrant article. She felt they need the additional wiring at the Middle School to benefit the students. If the warrant article doesn't pass, it won't happen this year and she would like to see it happen next year. She thanked the Board for recognizing that there is a need. Mr. Young mentioned that Mrs. Soares is referring to Article 6 which is a Non-Lapsing Special Article Network Infrastructure and Wireless Improvement and Expansion for \$300,000. The concern is under NH state law, if Article 6 was to fail we cannot fund that through the general operating fund or any other method and they would be without the improvements and the district would have to seek other options.

Lisa St. Hillarie; 3 Mount Vernon drive: Asked about IT redesign and asked if that was getting rid of the Web Technician and the IT Director would not be filled. Mr. Greenberg said we have reorganized so that we have IT Operations Group and IT Integration Group. Mr. Curro has been overseeing the IT Operations Group and Mr. Laliberte has been overseeing the IT Integration Group. They meet weekly to discuss what is going on. We started user groups at the schools. We will be outsourcing majority of web services and allow it to be more user friendly. We will be going through a web page redesign. Mr. Greenberg said we will be holding off on filling the IT Director position to give us time to review the operations and make sure we develop a job description to provide to the Board to take action on. We are looking to provide quality service to our students, faculty and community and we are looking at opportunities for next year to reduce our budget by a significant amount. Mr. Greenberg said we feel comfortable that we have the staff and the outsourcing will relieve some duties.

Mr. Young said the Board brought up those concerns at the budget workshops also.

Mr. Young thanked Londonderry Dining for the hospitality treats provided.

Mrs. Hendricks asked what if Article 6 fails and she understands the frustrations of connectivity. If this fails, she asked Mr. Greenberg what is the plan. He mentioned that if this warrant fails per state law, we cannot purchase any of the equipment and we would go another year. Mr. Greenberg said in absence of cutting the proposed budget by \$300,000 more to stay under default, he thought if we put the \$300,000 in and get us \$150,000 over default people would look at the two numbers and vote for the lesser number, which would put us in the same position as if the article fails. The only place he could look at is staffing and Mr. Greenberg is not interested in that and increasing class sizes. He thought we can mount a campaign to promote this article and show it would be an efficient and effective solution to our long lasting problem to our connectivity as we continue to promote technology and move ahead. We have to remember that at Deliberative Session people can reduce the budget. He thought it would be harder to sell if it was in the budget.

Mr. Young said the required increase on the Special Ed budget because we have increased to 31 outplacement students, what is the dollar figure? Mr. Greenberg said \$417,347. So if we were in situation where we didn't have these move ins we could have moved it to the budget and stayed below default. We could also go up to the \$300,000 in cuts and maybe another \$50,000 and end up with a budget at default if that were something the Board were interested in.

Mr. Curro said the contractual sped costs are on the operating budget and default budget. Mr. Greenberg said we receive funding from the State called Catastrophic Aid which is 3.5 times the average per pupil cost for the State we get back 80%. The State reduced our allotment by \$100,000 that we were supposed to get cause of State funding. Because of the restraint law a number of our placements the schools are charging us additional money to meet the requirements of the restraint law about \$24,000 for four placements. That is \$.04 on the tax rate. Because of work Mrs. Carpinone has done since 2006 we have saved a huge amount of money in our in house special ed program. Since 2006, we saved about \$70 million. The offset because of tuition arrangements with Hooksett and other students we are taking in \$1.2 million in tuition revenue net. That's \$0.30. Mrs. Carpinone said to remember that Catastrophic Aid is at 80% and the revenue figure Mr. Curro gives is budgeted at 72% and we only know the figure when we get the check in hand. Catastrophic Aid is given the year after it occurs.

Mrs. Hendricks said assuming those placements we have budgeted for do not develop is Mrs. Carpinone's budget separate from the operating budget and can the monies be allocated. Mr. Greenberg

5 said it could, but there is the same chance that it could go up. Mr. Greenberg said we could reallocate those funds. If there is an under expenditure or over expenditure, we can move that money around. Mr. Greenberg said the decision is the Boards.

10 Mr. Lekas had an opinion on the fact that the connectivity is integral to the education of the students but he agreed with Mr. Greenberg that if you increased the budget over default people would go for the smaller number. If a warrant article passes you have a definitive item that the money would be spent on that particular item. He felt the warrant article is more definitive.

15 Mr. Laferriere felt that transparency on what the money is being spent on is a better way to go. He supported that technology needs to be increased and that it will last more than one year. He stated that the \$300,000 spans over two years. We reduced the budget by \$154,000 and he felt you could make the argument and put \$150,000 back into the general fund budget and go for the other \$150,000 next year. He felt that if you spread it over two years this will make sure that the project gets done over the two years. He felt that we could go half and half and drop the warrant article, but then run the risk at
20 Deliberative Session of someone modifying the budget. He wanted to hear what Mr. Curro felt about the \$150,000 split, but he supported the warrant article and felt this is the right way to go.

Mr. Curro said when doing the operating budget, we are aware of other articles that are going to hit the warrant. We knew the wireless infrastructure improvements are a priority. The number of equipment
25 requests were pushed back by the schools to get the wireless going as this is their first priority. It's multi-year because it takes a while to get up and running and tested and then if there is some balancing he doesn't have to rush and get it done by June. If you split it \$150,000 budget and \$150,000 warrant article, he is not sure he can spend \$150,000 up front.

30 Mrs. Reilly wanted to make sure the public understands that in regard to IT, she felt that the students have to get acclimated to the way technology runs now and it's not just high-tech and doesn't want people to think that this is just for machines and not for people.

Budget Committee: Mr. Combes said Mr. Curro has answered his question in regard to splitting money.
35 Mr. Hooley felt that a separate warrant article is better to bring forward and go for the one time upgrade for the ability to deliver service.

There are no public questions.

40 Mr. Young said presently the Boards recommended budget potentially to be in a motion on Article 2 and the motion would be to move to Deliberative Session and Support is for \$70,778,003 which is \$154,000 below the default budget. In our present form of government, the Board sets the total budget and if interested on how that is going, he suggested it's a good idea to run for office. Mr. Young said it will have a tax increase impact of \$.80 if we went with the budget right now. On a \$300,000 house that
45 would be a \$240 increase. These are estimates.

Mr. Laferriere made a motion to move Article 2 to the Deliberative Session as read Article 2: General Fund – Operating Budget – Shall the voters of the Londonderry School District vote to raise and appropriate as an operating budget for the fiscal year 2016-2017, not including appropriations by

special warrant articles, or separate warrant articles, one of the following amounts for the purposes set forth in the budget posted with the warrant? Vote for only one:

5 A. **\$70,778,003 (School Board Budget as amended)**

 (Estimated Tax Impact \$13.60)

OR

10 B. **\$70,932,073 (Default Budget)**
 (Estimated Tax Impact \$13.65)
 Mr. Lekas seconded the motion. Motion passed 5-0-0.

15 *Mr. Laferriere made a motion to support Article 2. Mrs. Hendricks seconded the motion. Motion passed 5-0-0.*
 Mr. Young will make the motion at Deliberative session.
 Mrs. Hendricks will second.
 Mr. Greenberg will present.

20 **5.2 To see what action(s) the School Board will take regarding the following articles:**
 Article 3 – School Lunch Program and Federal Fund Projects: Mr. Curro said this is on the warrant article annually. It asked the voters to accept and allow the Board and District to accept any funds from sales of foods for the operation of the program and to accept any grants and funds for the IDEA grant to offset the cost of special ed needs district wide. The numbers are contained in Article 3 and the local tax impact is \$0 as both are self-funded by grants and other incomes. Mr. Greenberg said the federal projects also include Title 2 monies as IDEA funds.

30 Budget Committee: Mr. Hooley asked if this is why we can't have corn dogs.

 Mr. Young mentioned that the High School opted out of the national lunch program (NLP) and we hope revenues increase because of the types of food being offered. The milk program is still at the High School. Mr. Curro said for the State there are only two districts that tried this approach; Londonderry and Salem. There was a fair amount of guessing to move the HS out of the NLP. Mr. Curro said we are just about ready to sign the final document with the State for what documents they expect from the school district. We have agreed on how the counting of foods will be done. We will see in the second quarter things are going well. We really need to give it three years for the program to run its course. The school district has to pick up the cost of free and reduced lunch students and there is a loss of commodities. Participation was around 48% when Mrs. Faucon started and when she left because of the cards she was dealt through the NLP, participation was around 32% due to restrictions from the government. We hope for dining services will be self-supported.

 Mrs. Venezia addressed the corn dog question and discussed the nutritional value of the corn dog. She mentioned the seventh grade petitioned and she met with them and gave them kudos and came up with satisfactory decision to increase the mozzarella stick usage and talked about what else they would like to see. We came up with breakfast platter. We piloted in December and it was a great success. Should the industry come out with a better product, the corn dog discussion would be revisited.

Public questions: none

15 *Mr. Lekas made a motion to move Article 3 to the Deliberative Session as read*
Article 3 School Lunch Program and Federal Fund Projects: Shall the voters of the Londonderry
School District vote to accept and receive federal grants and other such funds to support the school
5 *lunch program and federal projects; further to raise and appropriate such funds in a special revenue*
fund as follows: school lunch program, \$1,546,577; and federal projects, \$1,389,000; for an

10 *estimated total appropriation of \$2,935,577 such funds to be self-supporting through local, state or*
federal revenue sources?

(Estimated Tax Impact \$0.00)

Mr. Laferriere seconded the motion. Motion passed 5-0-0.

15 *Mrs. Hendricks made a motion to support Article 3. Mr. Lekas seconded the motion.*
Motion passed 5-0-0.

Mrs. Hendricks will make the motion at the Deliberative Session.

Mr. Lekas will second.

Mrs. Hendricks will present.

20 **Article 4 – Special Article-School Buildings Maintenance Expendable Trust Fund**

Mr. Curro said the school district has had this article for many years. This is a Special
article under the laws of NH. It is a trust fund for large maintenance items like roofing, paving, field
improvements, indoor/outdoor renovation. This article was reduced the last couple years when the \$4.0
25 million bond was approved and we are slowly increasing this article to offset the maintenance bond
article. So when the bond comes off the books will be able to fund on an ongoing basis. This year the
appropriation is for \$500,000 for security camera upgrades, building renovations, walkway lighting,
generator, transformer and field improvements. These funds can only be used for the items identified as
maintenance trust item. Items listed on Page 519 and there is a handout.

30 Budget Committee had no comments.

Public had no comments.

35 *Mr. Laferriere made a motion to move Article 4 to the Deliberative Session as read*
Article 4 : Special Article (School Buildings Maintenance Expendable Trust Fund): Shall the voters
of the Londonderry School District vote to raise and appropriate the sum of \$500,000 to be placed in
the School Buildings Maintenance Expendable Trust Fund? The Expendable Maintenance Trust
Fund was previously established and approved at the March 1995 School District Meeting.

40 *(Estimated Tax Impact \$0.14)*

NOTE: The intended use for these funds is for major one-time capital costs for district
facilities including roofs, paving, boilers and small renovation projects.

Mr. Lekas seconded the motion. Motion passed 5-0-0.

45 *Mr. Lekas made a motion to support Article 4. Mrs. Reilly seconded the motion the*
motions passed 5-0-0.

Mr. Lekas will make the motion at Deliberative session.

Mr. Laferriere will second the motion.

Mrs. Reilly will present.

Article 5 – Special Article-Equipment Capital Reserve Fund

Mr. Curro said small equipment items go in here and we spread them over three years. We did a bridge three years ago and this article has been on the warrant ever since. Most equipment for regular ed is out of the budget and is presented in this article. There is a list in the budget packet tonight. The appropriation is for \$100,000 and the funding source is part of the year end surplus. On 6/30/16, the first \$100,000 of surplus will go to fund this article and the remaining year end surplus will go to reduce taxes for the December 2016 tax rate.

Mr. Young said we moved from the position where we were leasing and we went to purchase situation to save money.

No Budget Committee comments.
No public comments.

Mrs. Reilly made a motion to move Article 5 to the Deliberative Session as read Article 5: Special Article – Equipment Capital Reserve Fund: Shall the School District vote to raise and appropriate up to the sum of \$100,000 to be placed in the School District Equipment Capital Reserve Fund established in 2013 to provide funds to procure essential small equipment for classrooms, offices, technology, and buildings and grounds? This sum to come from the June 30, 2016 fund balance available for transfer on July 1, 2016.

*(Estimated Tax Impact \$0.00)
Mr. Lekas seconded the motion. Motion passed 5-0-0.*

Mrs. Hendricks made a motion to support Article 5. Mr. Laferriere seconded the motion. The motion passed 5-0-0.

*Mrs. Reilly will make the motion at Deliberative session.
Mr. Lekas will second the motion.
Mrs. Reilly will present.*

Article 6 – Non-Lapsing Special Article-Network Infrastructure & Wireless

Improvement and Expansion: Mr. Curro said we reviewed this earlier when talking about article 2. It's a special article because it's a non-lapsing funded under the rules of the State. The reason is to allow as much time as possible to put equipment in the right spots, but allow ample time to balance and retest and when vendor leaves the campus the appropriate areas have a strong signal and dependent on the needs of the administrators of the curriculum. The vendor, who we have worked with for several years, has done a pre-analysis of the campus and the IT staff and the \$300,000 is a budget number to go forward to ensure we don't run out of money. The purpose is to expand and improve the wireless capability of the student. Mr. Young asked if we went out to bid. Mr. Curro said because it is a service we do not have to. Mr. Curro said we have worked with this company in the past, so because of the familiarity we did not go out to bid. Mr. Curro said we did go out to vendors who supply equipment and we found that this vendor is cheaper and has been for the last several years.

No comments from the Budget Committee.

Public: Mary Wing Soares, 2 Gail Road: She again thanked the Board for the article coming forward and reiterates that it is well needed in the school. She agreed that it should be a separate warrant article and not included in the budget.

5

Greg Warner from the Budget Committee arrived at 8:22PM

Mrs. Hendricks made a motion to move Article 6 to the Deliberative Session as read Article 6: Non-Lapsing Special Article Network Infrastructure & Wireless Improvement and Expansion: Shall the School District vote to raise and appropriate the sum of \$300,000 to fund the necessary costs to improve the School District's network infrastructure including wireless capabilities to address the curriculum and administrative needs of the School District? This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until all necessary infrastructure improvements are completed or by June 2020, whichever is sooner.

15

(Estimated Tax Impact \$0.08)

Mr. Laferriere seconded the motion. The motion passed 5-0-0.

20

Mr. Laferriere made a motion to support Article 6. Mrs. Reilly seconded the motion. The motion passed 5-0-0.

Mr. Young will make the motion at Deliberative session.

Mrs. Reilly will second the motion.

Mr. Laferriere will present.

25

Mr. Young mentioned that the Budget Committee will be holding their meeting and voting immediately following this meeting.

Article 7 – School District Charter Amendment: Mr. Curro said the Board decided to move forward with recommended amendment to the school charter and to address the court decision regarding the quorum that was in the past several years ago. The language in Article 7 cleans up and removes the quorum requirement as court ordered and provides the changes, if approved, that the charter is updated and clean.

35

No comments from the Budget Committee.

No comments from the Public.

Mr. Laferriere made a motion to move Article 7 to the Deliberative Session as read Article 7: School District Charter Amendment: Shall the school district vote to amend the Londonderry School District Charter to remove the quorum requirement for amendments at the School District Meeting by amending the following sections of the Charter?

40

1. Delete Section IV.C. that reads:

“C. “Quorum of the meeting” shall mean 4% of registered voters or 500 voters, whichever is less at the first session of an annual or special meeting.” And, re-letter the subsections accordingly.

45

2. In Section VI.A.2, delete the last sentence that reads:

“A quorum of the meeting will not be required to make such an amendment.”

3. In Section VI.A.5, in the third sentence delete “of a quorum”.

4. *In Section VII.B.1, delete: “, regardless of whether a quorum of the meeting is present at the meeting”.*

5. *Delete Section VII.B.2 that reads:*

5 “2. *In order for the meeting to amend any warrant article, including the operating budget, a quorum of the meeting must vote and a majority of those voting must vote in the affirmative on said amendment to the warrant article.”*

6. *In Section VII.B.5, delete “of a quorum of the meeting the” and insert a “,” in its place.*

7. *Renumber the subparagraphs in Section VII.B. accordingly.*

(Estimated Tax Impact \$0.00)

Mr. Lekas seconded the motion. Motion passed 5-0-0.

15 *Mr. Lekas made a motion to support Article 7. Mrs. Hendricks seconded the motion. The motion passed 5-0-0.*

Mr. Lekas will make the motion at Deliberative session.

Mrs. Hendricks will second the motion.

Mr. Young will present.

20 Mr. Young said the Budget Committee will be holding their meeting now. He mentioned Board will clear the room after adjournment of meeting and Budget Committee will take over and make their votes.

25 **6. Adjourn Public Hearing**

Mr. Laferriere made a motion to adjourn the public hearing. Mr. Lekas seconded the motion. Motion passed 5-0-0.

30 **7. Adjournment**

Mrs. Hendricks made a motion to adjourn this meeting. Mr. Laferriere seconded the motion. Motion passed 5-0-0.

Meeting was adjourned at 8:32PM

35 Respectfully submitted,

Lisa Muse
School Board Secretary