

**Town of Northwood
Budget Committee Minutes
December 12, 2015**

Chair Ginger Dole calls the meeting to order at 9:09 a.m.

PRESENT: Chair Ginger Dole, Vice-Chair Betsy Colburn, Selectmen Representative Timothy Jandebour, School Board Representative Barbie Hartford, Cove Village District Representative Brad Hall, Daniel McNally, Bunny Behm, Thomas Chase, Joseph McCaffrey, Hal Kreider, Nicole Roy, and Board Administrator Linda Smith. *Water District Representative John Jacobsmeyer arrives at 9:10 a.m.*

SCHOOL REPRESENTATIVES

Principal Wendy Despres, Superintendent Robert Gadomski, Assistant Superintendent/Student Services Scott Reuning, Business Administrator Marjorie Whitmore, School Board Chairman Scott Bulger, School Board Vice-Chair Karen Brieger, School Board Member David Ruth.

ABSENT:

Mike Carlton; Excused: Jon Boudreau

SCHOOL

Ms. Dole states that the committee will proceed through the school's proposed budget section by section.

Page 1-4: Dept. 1100 ~ Regular Education

Page 1

Mr. Kreider states that the detail for teacher salaries indicates 37 teachers and line, 1100-5110-201 includes salaries for only 28 teachers. He requests that the other 9 teachers be noted as we proceed, to know where they are located in the budget. Ms. Dole replies that she believes the 9 teachers will be noted in the Special Education section.

Page 2

Ms. Dole asks about the increase in music supplies and why only \$885 has been spent so far this year. Ms. Despres explains that much of the change is due to personnel and a program change. In addition, she states that much of the funds have been encumbered.

Page 3

Ms. Colburn asks for an explanation as to the increase in general supplies. Dr. Gadomski explains that the school is anticipating an increase due to a different vendor.

Ms. Hartford reads the explanation relative to an increase in the Math textbooks line, 1100-5641-011. Ms. Dole asks if it is likely that the GoMath program will be added to additional grades. Ms. Despres replies that there will

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be an expansion. In addition, she adds that the current reading program also needs to be purchased this year as the reading program is no longer in publication. She states that the reading program will be purchased for grades K-3 and the math program will be purchased for grades 4-6.

Mr. Jacobsmeyer arrives at 9:10 a.m.

Mr. Kreider asks if the GoMath subscription is both textbook and computer based. Ms. Despres explains that the quote includes software as well as textbooks.

Mr. McCaffrey notes a decrease in the science new equipment line proposed for this year. Ms. Despres replies that the previous request was for three new compact scales and digital displays for grades 6-8 as well as a science telescope for last year and that equipment does not need to be purchased this year.

Mr. Chase asks about phasing in the GoMath program and what the reasoning is that it is being placed at the back end of the 8 years. Ms. Despres explains that there was not a program for grades 7 & 8 for the past few years. She states that they had another program, Envision, and are working back for a seamless program; hoping this will work as far as transitioning into the GoMath.

Page 4

Ms. Dole asks about the new equipment proposed in the music department for year 2016/17 and asks if any additional purchases can be made with the funds remaining in the 2015/16 budget. Ms. Despres replies that there is an expectation that the funds will be used and there are additional items that the director is looking to bring into the program for 16/17.

Ms. Hartford adds that a lot of the music equipment belonged to the music teacher who left, and she took her equipment when she left.

Ms. Despres states that there was at least 13 new staff in the building at the start of the year including the main office secretary. She adds that it has taken some time to adjust to the new curriculum, classroom management, etc. and they have now started looking at what is needed to purchase.

Page 4-7: Dept. 1200 ~ Special Education

Page 4

Mr. Chase asks for clarification on the explanation in line 1200-5110-020, Special Ed Teacher Salaries. He states that it appears that the line includes funds for the fourth year of five final payments for the teachers that retired during the summer of 2013. Ms. Dole replies that is correct.

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Ms. Colburn asks about the Extended School Year - High School, 1200-5120-000. Mr. Reuning replies that the school board asked that there be a break out of the high school. Ms. Behm asks about the placement. Ms. Whitmore states that this is a new line this year and will check out the placement of line.

Mr. Kreider asks about the shared 3% salary increase for the coordinator position, 1200-5111-061; however, the percentage change lists 16%. Mr. Reuning replies that the total is the actual total cost of salary and benefits.

Mr. Kreider refers to line 1200-5211-000/Health Insurance and asks about the decrease of 20% noted. He requests that the committee be provided with more information when items are inconsistent. Dr. Gadomski states that health insurance came in less at a -1.7%. He adds that there were staff changes, as well as life changes with staff, resulting in changes with insurance plans.

Mr. Kreider refers to the Special Ed. Tutors, 1200-5212-020 & 021. He asks if there is a need for more, and if so, why we need more. Mr. Reuning states that line 020 covers tutors needed for students with disabilities who are not able to attend school due to medical or disciplinary reasons. He explains that the funds may not all be used; however, the funds need to be available based on the students IEP. He adds that line 020 and the Regular Ed. Paraprofessional line, 040, are tied together as both lines are for paraprofessionals and NECC tutors at the elementary school.

Page 6

Mr. Kreider notes the reduction in line 1200-5569-061, Special Ed. Other Non-Public Tuition. Mr. Reuning explains that this is a placement line, out of district, and it is reduced because we did not need a placement.

Ms. Colburn asks how line 1200-5569-001, Special Ed Tuition-NECC is different than NECC tutors. Mr. Reuning explains that line 5569-001 is for the costs for the contract for NECC professionals, and the other line is the costs for the para-professionals that support the students. Ms. Dole asks if "contract" could be added to line 5569-001.

Page 7-8: Dept. 1410 ~ Co-Curricular

Page 7

Ms. Colburn states that it appears that the Assembly line has not been used. She asks if there are any upcoming assemblies to justify the proposed increase. Ms. Despres replies that they have considered a few different programs. She explains that it is roughly \$2,500-\$3,000 to bring in a speaker. She states that they will need to combine with other funds and other sources. She explains

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that an internet safety speaker will be coming and is being funded from another source.

Ms. Colburn asks about line 5500-002, Artist in Residence program for this year. Ms. Despres states that the new art teacher will be putting an artist in residence program in place.

Mr. McCaffrey states that he feels the funds for science camp are paltry. He adds that he feels this should have more emphasis and funding as well as offered to other grades. Ms. Breiger explains that there was no funding for the cost of science camp up until a few years ago. She states that only recently these funds were added to cover the cost. She states that at this time the current cost to the student is \$80; although there is a potential that the costs could be less. As far as the camp being offered to only 6th graders, Ms. Despres states that the camp has always been a sixth grade program and is targeted for this age group's curriculum.

Ms. Behm states that the science camp program was started many years ago and was a one night program. She states that the costs have increased and the program also blossomed. She states that the people were upset with the cost and it has now been less over the past few years. Ms. Colburn and Ms. Dole both state that the cost was previously paid for by the parents.

Ms. Hartford states that there is a scholarship from Merrowvista that is given to Northwood students. She adds that she had the privilege of going last year and went through the program; she feels this is the perfect age for this camp program.

Ms. Breiger mentions that there are other field trips for the younger grades, and there are in school programs that are brought into the school for other grades as well.

Mr. Chase states that there is a need to have more science curriculum in the school. He adds that there should be other opportunities for children outside the classroom.

Page 8-9: Dept. 1420 ~ Athletic Supplies

Page 8

Ms. Dole refers to line 5610-008, Athletic Supplies and asks what is being purchased this year. Ms. Despres explains that there was a change in personnel for this department. She notes that there are items in the works to be purchased.

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Page 9: Dept. 2120 ~ Guidance

Mr. Kreider asks if there has been a change in position. Ms. Despres replies yes.

Mr. Reuning states that there are 5 new positions; two here in the Guidance department. He adds that the others are included in special education. Ms. Hartford notes that the nurse is also included within the teacher contract.

Page 11-12: Dept. 2150 ~ Speech

Mr. Kreider states that the salary note explains that 70% of the salary has been moved to special education, department 1200. He asks why line 5110-020 is only showing a decrease of 3%. Mr. Reuning states that the note is not pertinent as the speech pathologist was moved from this department 2 years ago. He adds that there was also a change in employment and the salary is less.

Page 12: Dept. 2210 ~ Improvement of Instruction

Mr. Kreider asks about the differences in the professional development areas. Ms. Despres replies that they are offering in house opportunities to support the staff, which may be that a professional comes in to talk on a specific topic and costs are incurred. She adds that there are professional development activities that staff can elect to attend during non-contract hours that they are reimbursed for. In addition, teachers are paid stipends for offering in-house presentation to other employees. Ms. Despres refers to the notes provided for line 5322-000 relative to professional development. She states that there are also contractual obligations that must be met offering teachers professional development opportunities. Ms. Despres continues to explain various internal trainings.

Ms. Colburn states that it appears that there are three new positions anticipated for next year. Ms. Despres replies that there is a possibility for three new teachers. She explains that they must anticipate ahead and it will not be known until the contracts are signed.

Ms. Dole asks about the technology workshop held during the summer. Ms. Despres states that this particular workshop was grant funded.

Page 13: Dept. 2212 ~ Curriculum Director

Ms. Colburn asks about the curriculum director. Dr. Gadomski explains that there was a lot of discussion at the school board level relative to balancing the request for full-time position with fiscal responsibilities. He states that the position is being proposed as part-time only. He adds that a warrant article will be presented to fund the other portion of the position to make it full-time. He states that they are in the process of completing a five year revision for

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curriculum development and the \$50,000 in the warrant article will allow them to have an ongoing curriculum expense. He adds that this will also be in the default budget.

Mr. Kreider requests an explanation of the difference of other programs whether there will be ongoing funding. Mr. Gadomski replies that this is an ongoing revision line and will be used for different programs, where the GoMath program is a one-time purchase.

Mr. Kreider asks if the school board considered the concept of a reserve fund. Ms. Hartford states that the funds are going to be needed on a continuing basis as earlier noted with the reading program, which is no longer being published. She states that this line will need to be in the budget every year and the one-time purchases can then come out of the default budget. Mr. Kreider states that this creates an incentive to spend where past history has been to not spend or maybe will not spend. He states that it has been a lump sum such as the GoMath.

Dr. Gadomski explains that they have identified and have been working on curriculum revisions, program revisions, and program purchases; the curriculum is not where it needs to be. He agrees that the number may be able to be reduced in the future and that a capital reserve may work in the future for a four to five year cycle; however, at this time this amount is needed for the next couple of years to address the math and reading programs. He adds that after those programs are addressed the science and social studies will need to be addressed. Mr. Kreider asks why not add the funds to the curriculum line. Dr. Gadomski replies that this is an ongoing curriculum revision line so it will be able to be included in the default budget.

Mr. Kreider states that he is not opposed to the money; however, he is opposed to the approach. Ms. Colburn states that this approach is a way of keeping the funding ongoing where there is a need. She feels that a capital reserve account is more of an emergency fund than an ongoing need that you know about in advance. Mr. Kreider replies that he does not see where any curriculum changes year by year. He states that it appears to be a one-time cost rather than an annual cost.

Mr. Reuning states that the school board should have a curriculum adoption cycle policy; if you have the funds in that line it is not considered a onetime expense. General discussion ensues regarding the ongoing expense for curriculum.

Page 13-14: Dept. 2220 ~ Media

Dr. Gadomski identifies that the librarian is the last teacher in the contract.

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Mr. Kreider asks if there is a separate line item for raises for support staff. Dr. Gadowski notes that this line is on page 18.

Page 15-17: Dept. 2290 ~ Other Support Services

Ms. Colburn asks for an overview of the technology director. Ms. Dole notes that there are some significant increases. Steve Robert replies that the technology budget is similar to what was purchased last year. He states that the software line has been increased due to requests that are brought to the technology committee later on in the year, if approved to purchase the purchasing process is followed if deemed necessary; it also includes unforeseen expenditures.

Mr. Kreider asks for an overview of the computers in the school. Mr. Robert replies that there are 534 devices used by staff and students. He states that it is a 1:1 ratio, which he feels is a great ratio. He continues to explain the variety of devices.

Mr. McCaffrey notes that line 5610-001 is reduced by 93% and he asks for further explanation of new equipment. Ms. Dole explains the note is an explanation of what is proposed to be purchased for year 16-17 years. Discussion ensues relative to the expenditures from 14-15 in this line. Mr. Robert explains that this included the purchase of smartboards. Ms. Despres reads a list of technology expenditures anticipated for this year.

Mr. Kreider asks about the replacements of equipment, line 5737-001. He asks what the annual replacements costs are. Mr. Robert replies that there is a specific plan for recycling computer devices. He states that generally there is a five year rollover of equipment. He typically places funds in the budget for replacement for the following year. He states that the school has received new equipment over the last few years that are less than five year old.

Ms. Dole asks how many smartboards are being replaced. Mr. Robert replies that he is proposing eight smartboards to be replaced at \$3,000 each. Ms. Despres states that these new eight smartboards will bring every classroom up to date within 2 years. Mr. Robert states that there are 14 classrooms and 22 smartboards. He states that there will be some boards that will not need to be replaced as quickly due to less use.

Ms. Dole calls for a recess at 10:20 a.m. Session resumes at 10:37 a.m.

Mr. Robert leaves at this time.

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Page 18-19: Dept. 2410 ~ Office of the Principal

A discussion is held regarding the salary adjustments, 5115-000. Ms. Dole asks what the increase percentage is for wages. Dr. Gadomski states that the increase is 3% and is a salary pool. He states that the original number is \$11,101 for this year; however, it has been distributed out to the appropriate salary lines.

Ms. Dole asks about the replacement of furniture, 5737-002 and notes that it appears that nothing has been replaced to date. Ms. Despres replies that a locking cabinet was replaced and there is the possibility that a desk may be replaced. She adds that there may be a need for new furniture for the new administrator's office.

Page 20: Dept. 2620 ~ Maintenance & Operations

Mr. Kreider asks if the increase in the custodial wages, 5110-902, is due to different people in the position. Ms. Hartford replies yes.

Ms. Dole asks how many custodians are on staff. Ms. Whitmore replies that there are two full-time and two part-time employees.

Page 21: Dept. 2630 ~ Grounds Maintenance

Ms. Colburn asks about \$2,000 proposed for a sign, 5430-005. Ms. Despres states that there was a request to replace the sign but it was determined to Repair the sign at this time.

Page 22: Dept. 2660 ~ School Transportation

Mr. Kreider asks about the proposed increase. Ms. Hartford states that there is an additional route needed for the elementary school. Ms. Dole notes that there was also an increase in the contract over three years.

Page 25: Dept. 1100 ~ High School Regular Education

Ms. Behm refers to the tuition line for CBNA, 5563-000. She states that the committee was assured that there would only be funding for actuals. She states that there are five students that are not actual, which is why there is the capital reserve fund. She notes that there are three students noted as homeschool students and two as Alt. Ed. students.

Mr. Reuning explains the Alt. Ed. program and how it is funded. Ms. Behm states that Northwood does not have anyone in the Alt. Ed. program. Mr. Reuning states that there are currently two students from Northwood in this program. He further explains that 50% of the cost is taken out of the CBNA tuition lines.

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Further discussion is held regarding the Alt. Ed. program. Ms. Dole states that this program is for students that are not able to go to CBNA for regular classes and may not be special need students. Mr. Reuning states that is correct and that this is a regular education program as well as a special ed. program. He explains the process for this program and states that students can develop an alternative learning plan, which dictates the course of study. He notes that some students return to the program, some work to get HiSET, a joint diploma with the SAU and CBNA, or a certificate of learning.

Ms. Colburn suggests that this be on a separate line and come from the CBNA tuition line. She asks how the funding for this program is paid. Ms. Whitmore states that this is paid based on a daily rate at the school. Mr. Reuning continues to explain how the rate is calculated noting that there has been grant money available. He states that the rate fluctuates greatly. He states that there is one teacher for this program. He further explains how this is billed out. Ms. Colburn states that an additional line would be cleaner and not in the CBNA tuition line.

Ms. Dole asks if at this time there are two known students for the Alt. Ed. program for next year. Mr. Reuning replies yes.

Mr. Jandebaur states that this was discussed last year and the joint board made the decision that the money follows the student. He suggests that the line be renamed to be "In-District/Out-of-District High School".

Ms. Behm suggests that the three home-schooled students be removed from this line and re-addressed at the public hearing. She states that this is the reason for the capital reserve fund. She states that on June 30th there was money left over specifically on this line.

Ms. Colburn states that last year the three home-schooled students did not attend CBNA. She states that if they should choose to go to CBNA next year then the funds come from the capital reserve fund and the fund will then be replenished the following year.

Mr. Kreider looks at the enrollment numbers and asks if the budget includes home-schooled students. Ms. Dole states that the school is keeping track of all registered students in town for K-8. Mr. Reuning explains that the enrollment projections tab show actual numbers. Mr. Kreider asks how we know if they will enroll. Dr. Gadomski states that it is not uncommon for students to switch from homeschooling to CBNA at grade 9. The extra three are budgeted for the three incoming, the enrollment may change based on personal choices.

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Ms. Colburn states that any changes should come from the capital reserve fund, which is why this account was created. Ms. Roy states that she understood that the reserve fund was the way to address the potential for unanticipated students not currently in the district. She states that we can anticipate that these students could enroll in CBNA. She supports the current line as written.

Additional discussion is held regarding the Alternate Education program. Mr. Reuning states that the decision is a team decision in the interest of the student; it is between the student, family and staff person.

Ms. Colburn states that when the reserve fund was created it was done for students moving in. She states that enrollments are going down now. She feels that if a family cannot make a commitment then the funding should come from the reserve fund. She states that she supports the budget; however does not support the extra students in this line and will not vote in favor of the budget with these three students in the CBNA tuition line.

Ms. Dole feels that there should be a deadline for home school students. Ms. Behm states that CBNA does look into whether the home school students are planning to attend CBNA. Ms. Breiger states that enrollment numbers are dropping; however, on average new students do arrive in the district and there is no way to anticipate, sometime 1 to 2 per month. Ms. Dole states that there is always money left over from the previous year and there is also the capital reserve fund.

Discussion ensues regarding the enrollment figures for CBNA.

Mr. Chase asks about special ed. Ms. Dole explains that special ed. is in another line, and there is a capital reserve for spec. ed. as well.

Dave Ruth states that the school board needs to budget for the students as we cannot require the students and their families to make the commitment. He states that CBNA will still need to get paid for the tuition. He states that this is for 2016/17 and it is hard to project that far out. He states that he proposed the reserve fund that passed a few years ago with the intention that it is for the unanticipated students. He believes that there is enough in the fund at this time for five students.

Ms. Colburn states that CBNA did ask the three students if they planned to attend CBNA and they do not; last year the students did not attend either. She states that she is not in favor of raising extra money when it is not needed.

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Mr. Kreider states that this is a premature discussion. He states that there is not enough funding now for ten students. He feels that this be continued until the targeted number is reached and then next year be firm with the budget amounts. Ms. Colburn states that there will be enough for 10 students if the budget passes.

Ms. Dole notes that there is a significant difference between the proposed operating budget and the default budget; \$154,000. She states that she is more concerned with the school ending up with a default budget and the school losing programs. She suggests removing the three students from the CBNA tuition line and notes the capital reserve fund is still available. In addition, she suggests that the \$12,000 for the two anticipated students under the special ed. line be removed, which will reduce the difference. Mr. Reuning states that the tuition will come out of the default budget as well if they are taken out.

Mr. Jandebaur states that the students should not be in the default budget at this time because they are not contracts. Mr. Chase states that if the students are removed then the figure being proposed is closer to the default budget, increasing the likelihood that the budget would pass.

Dr. Gadomski states that the town is contractually obligated to provide an education for these three students. He states that it is an obligation to include the students in both areas of the budget.

Mr. McCaffrey asks how if capital reserve funds were used for CBNA tuition this year. Ms. Dole replies no. Mr. McCaffrey adds that he does not feel that there is a sense of urgency and agrees with Ms. Colburn.

Ms. Roy states that if the students are taken out, they are taken out of both default and both budgets would be decreased by the same amount.

Page 25: Dept. 1200 ~ High School Special Education

Ms. Behm notes that the special education for high school also notes two additional students. She states that she supports the budget but feels these extra students could be eliminated.

Mr. McNally makes a motion, second by Ms. Roy, to recommend the school board's proposed bottom line in the amount of \$11,866,715.

**VOTE: YES: BH, DM, BB, TC, JJ, HK, NR, BH, TJ. NO: BC, JM, GD.
Motion passes; 9/3.**

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Warrant Articles:

Article #2

Ms. Behm states that the wording is incorrect as it should be noted as the budget committee's recommended budget.

Article #3

Will be addressed at another meeting due to the fact that the contracts are not finalized.

Article #4

Will be addressed at another meeting due to the fact that the contracts are not finalized.

Article #5

To see if the Northwood School District will vote to raise and appropriate "up to" Twenty Thousand Dollars (\$20,000) to be placed in the High School Tuition Capital Reserve Fund, established in March 2010 for the purpose of funding the tuition payments of Northwood High School students with such amount to be funded from year-end undesignated fund balance (surplus) available on July 1, 2016. Current balance at 12/31/15 is \$112,000.

*The School Board recommends this appropriation by a 5-0 vote. The Budget Committee recommends this appropriation by a ____ vote.
There is no additional tax impact if this article passes.*

Mr. McNally makes a motion, second by Mr. Chase, to recommend Article 5, as read.

Mr. Jandebour states that this figure will not bring this reserve fund up to the needed number; this will be short of the ten students.

Additional discussion is held regarding the amount proposed. Ms. Colburn asks why additional funds were not added in order to bring the amount up to cover for 10 students. Ms. Breiger states that the school board wanted to be prudent and was concerned over it passing recognizing the difference between \$20,000 and \$40,000 being significant.

Ms. Behm states that once the fund reaches the amount of 10 then each year the figure can be adjusted until the threshold is met.

Additional discussion ensues relative to the figure being proposed, and the order of the warrant articles determining which ones are funded if all were to be approved.

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VOTE: YES: BC, BH, DM, BB, TC, JJ, JM, HK, NR, BH, TJ, GD. Motion passes unanimously; 12/0.

Article #6

To see if the Northwood School District will vote to raise and appropriate “up to” Ten Thousand Dollars (\$10,000) to be placed in the Building Capital Improvement Capital Reserve Fund for the purpose of financing any and all capital improvements to school buildings as well as all or part of the cost of new construction for the Northwood School District, with such amount to be funded from year end undesignated fund balance (surplus) available on July 1, 2016. Current balance at 12/31/15 is \$92,973.

*The School Board recommends this appropriation by a 5-0 vote. The Budget Committee recommends this appropriation by a _____ vote.
There is no additional tax impact if this article passes.*

Mr. McNally makes a motion, second by Mr. Chase, to recommend Article 6, as read.

Mr. Hall asks if there is a targeted amount for this fund or is it open ended. Ms. Breiger replies that all reserve funds have target amounts. She believes that the amount for this fund is \$100,000. She adds that once the goal amount is reached the board does not continue to present the article.

Mr. Kreider asks if there are any specific projects in the que. Mr. Ruth replies that there has not been any work done to the buildings since the additions were built 15 years ago. He explains that this is more for general repairs; however, there have been some emergency issues that have needed to be addressed over the past few years.

Mr. Hall asks if there are any projects proposed this year. Ms. Hartford replies that they are proposing some work for the kitchen.

VOTE: YES: BC, BH, DM, BB, TC, JJ, JM, HK, NR, BH, TJ, GD. Motion passes unanimously; 12/0.

Article #7

To see if the Northwood School District will vote to raise and appropriate “up to” Twenty Five Thousand Dollars (\$25,000) to be placed in the Special Education Capital Reserve Fund for the purpose of meeting the expenses of educating educationally disabled children for the Northwood School District in accordance with the provisions of RSA 35:1-b, with such amount to be funded from year end undesignated fund balance (surplus) available on July 1, 2016. Current balance at 12/31/15 is \$50,297.

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The School Board recommends this appropriation by a 5-0 vote. The Budget Committee recommends this appropriation by a ____ vote.

There is no additional tax impact if this article passes.

Ms. Behm makes a motion, second by Mr. Chase, to recommend Article 7, as read.

Mr. Chase asks if this could be used for a student that has great needs. Mr. Reuning replies that the school board is the agent of the fund and can decide how to spend it. He recommends that the target for this fund is \$100,000 and would recommend having this fund used for catastrophic purposes. Discussion ensues.

VOTE: YES: BC, BH, DM, BB, TC, JJ, HK, NR, BH, TJ, GD. NO: JM. Motion passes unanimously; 11/1.

Article #8

To see if the Northwood School District will vote to raise and appropriate the sum of “up to” Fifteen Thousand Dollars (\$15,000) to be placed in the Retirement Benefit Capital Reserve Fund for the purpose of funding the retirement benefits of Northwood School teachers, with such amount to be funded from year-end undesignated fund balance (surplus) available on July 1, 2016. Current balance at 12/31/15 is \$30,000.

The School Board recommends this appropriation by a 5-0 vote. The Budget Committee recommends this appropriation by a ____ vote.

There is no additional tax impact if this article passes.

Mr. McNally makes a motion, second by Mr. Chase, to recommend Article 8, as read.

Mr. Kreider asks what the liability is at this time. Mr. Jandebour states that it is approximately \$61,000. Discussion ensues as to the retirement age.

VOTE: YES: BC, BH, DM, BB, TC, JJ, HK, NR, BH, TJ, GD. NO: JM. Motion passes; 11/1.

Article #9

To see if the Northwood School District will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of a Matching Grant Fund and to raise and appropriate the sum of Twenty Thousand Dollars (\$20,000) to be placed in this fund, with such amount to be funded from year-end undesignated fund balance (surplus) available on July 1, 2016, and further appoint the School Board as agents to expend this fund.

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The School Board recommends this appropriation by a 5-0 vote. The Budget Committee recommends this appropriation by a ____ vote.

There is no additional tax impact if this article passes.

Ms. Behm makes a motion, second by Mr. Chase, to recommend Article 9, as read.

Mr. Kreider asks about the amount as he feels that we should be working with more grants. Mr. Reuning replies that some grants do not need matching funds. Ms. Hartford notes that the school district is working with Joe Gunter for an AmeriCorps grant fund.

Mr. Kreider asks if there is a grant writer at the school. Ms. Breiger states that they hope to have the necessary funds available to continue to pursue grants. She adds that a position would need to be added if there is to be a dedicated person to work on grants. Ms. Breiger states that the reserve fund does not exist at this time so should a grant match go through funds would be used from the savings from the teachers' retirement to fund the matching grant fund.

Mr. McCaffrey asks if there are any other funds in the budget that could be utilized for matching grants. Dr. Gadomski explains that there are many factors to consider for each grant.

VOTE: YES: BC, BH, DM, BB, TC, JJ, JM, HK, NR, BH, TJ, GD. Motion passes unanimously; 12/0.

Brad Hall leaves the meeting at this time, 12:09 p.m.

Article #10

To see if the Northwood School District will vote to raise and appropriate the sum of "up to" Ninety One Thousand Three Hundred Sixty Three Dollars (\$91,363) for the purpose of hiring a full time Curriculum Director.

The School Board recommends this appropriation by a 4-1 vote. The Budget Committee does not recommend this appropriation by a ____ vote.

The tax impact if this article passes is 0.20 per \$1,000.

Mr. McNally makes a motion, second by Mr. Chase, to recommend Article 10, as read.

Ms. Behm asks if the proposed amount is for a full-time position with benefits. Dr. Gadomski states that the budget currently contains funding for this position, which is now only part-time, two days per week, without any benefits.

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He states that this amount is the difference that makes this position a full-time position. He explains that the position would require a Masters in Curriculum Instruction and this position is not typically an entry level due to the administrative aspect.

Additional discussion is held relative to the difficulty in filling this part-time position. Dr. Gadomski notes that there is the occasion that you may find someone that is or near retirement. Ms. Behm states that this was an unfunded position in the budget. Dr. Gadomski explains that the position was unfunded and the funds came from the savings from the retirement of the teachers.

Mr. Kreider states that there is a demonstrated need for curriculum expertise. He asks if this can be accomplished without creating a new position such as a contract position for a number of years. Dr. Gadomski explains this is an ongoing process to work with the teachers, needing constant review, ongoing discussions. He does not see this position as being short term.

Mr. Chase asks about the need for the position and an explanation of what this person does. Dr. Gadomski explains the duties of a curriculum director are rigid and static, then there are soft skills required, instruction of staff on new models, forming a team, and moving forward.

Mr. Reuning states that a few years ago it was noted that there were some curriculum deficiencies in special education. He explains that there was not a curriculum leader at that time so they took a team approach to address the issue. The director can work with the teachers both vertically and horizontally, from classroom to classroom. He provides an overview of the expectations of a curriculum director. He states that this person will analyze the gaps in the programs and address those needs. Ms. Colburn states that historically the town does not like full-time positions. She states that she supports the 2/5 approach; however, feels this should be proposed next year.

Mr. McCaffrey agrees with Ms. Colburn and adds that the issue of the curriculum is critical. He states that the educational effort is something that should be implemented by someone in professional administration. He states that he will not support this article for reasons that this position is a person that will only be better organizing of past mediocre experiences.

Ms. Despres states that someone is doing this work right now and they are working hard to do this. She states that the role of this person will be to help with the forecasting of goals.

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Mr. Kreider asks if there is an option to have a joint position with other towns. Ms. Breiger replies that this was tried in the past and other districts are not as collaborative as they could be. She states that the school board recognizes that there is a need to better educate the students and curriculum development is an opportunity to do this. She explains that there is a concern over the costs of a full time position; however, they are trying to be prudent, which is why this is a warrant article.

Dr. Gadomski states that this position is in the Nottingham School and there has been a positive effect. Ms. Colburn states that there was a coordinator that did do all three towns. Ms. Behm states that it was an SAU position and was eliminated.

Mr. Kreider states that he sees the need; however, he would like to consider another approach.

Mr. Jandebour speaks to the issue of the voting and abstaining. He states that he is on the budget committee as the town's representative, not as the school board representative. He states that he will be abstaining from this vote until he can get a legal opinion. He states that the school board's vote is 4/1. He states that he does not support the full-time position but supports the current 2 day position. He does support the budget but not this warrant article and will obtain a legal opinion to see if he is required to vote for something that he disagrees with.

Ms. Dole refers to the committee procedures and states that there is no need for Mr. Jandebour to abstain regardless as to how anyone feels about the fact that he is a school board member and is here as the town's representative. She states that Mr. Jandebour should vote accordingly but abstaining is not an option.

Mr. McNally comments that Mr. Jandebour's vote would be appropriate if he has spoken with the other selectmen, then perhaps the vote would be accurate. Ms. Smith states that when a representative is present as a budget committee member they are given the authority to speak on behalf of the board they represent. They may have not spoken with the other board members about specific issues.

Ms. Dole asks if this article does not pass is there a possibility to increase the position in the budget from two days to three days. Dr. Gadomski replies that the funds would need to be in the budget and it would remain as part time.

Discussion ensues regarding conflicts.

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VOTE: YES: BH, DM, BB, TC, NR. NO: BC, JJ, JM, HK, TJ, GD. Motion does not pass; 5/6.

OTHER BUSINESS:

A discussion is held regarding holding an additional meeting to discuss any early submittals of petition articles, minutes, and any other business that may properly come before the board. Ms. Dole states that if there are no petition warrant articles and no contracts available she will cancel the meeting.

Ms. Roy makes a motion, second by Mr. Chase, to hold a work session January 7, 2016, at 7:00 p.m, if necessary. VOTE: YES: BC, BH, DM, TC, JJ, JM, HK, NR, TJ, GD. NO: BB. Motion passes; 10/1.

ADJOURNMENT

Mr. McNally makes a motion, second by Ms. Roy, to adjourn at 12:49 p.m. Motion passes unanimously; 11/0.

Respectfully submitted,

Lisa Fellows-Weaver
Board Secretary