

**Town of Northwood  
Budget Committee Minutes  
December 13, 2014**

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

**PRESENT:** Chair Ginger Dole, Vice-Chair Betsy Colburn, Selectmen Representative Robert Holden, School Board Representative Timothy Jandebeur, Water District Representative John Jacobsmeyer, Cove Village District Representative Brad Hall, Thomas Chase, Daniel McNally, Bunny Behm, Keith McGuigan, Joseph McCaffrey, Hal Kreider, Jon Boudreau, Mike Carlton, Nicole Roy, and Board Administrator Linda Smith.

**SCHOOL REPRESENTATIVES**

Principal Wendy Despres, Superintendent Robert Gadowski, Special Education Director Scott Reuning, Business Administrator Marjorie Whitmore, School Board Chairman Scott Bulger, School Board Vice-Chair Karen Brieger, School Board Member David Ruth.

**SCHOOL**

Mr. Jandebeur provides an overview of the proposed 2015/2016 school budget. He states that there has been a dramatic increase to the health insurance and next year there will be another increase of \$118,861. In addition, he states that the NH Retirement System is also up considerably and will be an increase of \$29,602. Mr. Jandebeur states that Coe Brown Northwood Academy (CBNA) tuition will increase 3.9% and Special Education differential went down.

**Mr. Holden makes a motion, second by Mr. Jandebeur, to discuss the school board's budget.**

The committee will proceed through the school's proposed budget section by section.

**Page 1-4: Dept. 1100~Regular Education**

*Page 1*

Mr. Jandebeur states that overall the teachers' salary line is less; \$18,977. He states that this includes 28 teachers. He explains that teachers have been relocated to specific areas. He notes the health insurance increase of \$89,379. as well as the increase in retirement of \$20,565.

Ms. Colburn notes that a physical education teacher is being increased from part-time to full-time. Ms. Despres explains that currently this position is at a .8 and is increasing to 1.0; one class is being added to make the day a full day.

Mr. Kreider states that there are 37 teachers; 28 are included in the salaries under Regular Ed. He asks where the salaries are for the other 9 teachers. Mr. Jandebeur replies that those salaries are mostly included in the Special Education Department.

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Mr. Jandebeur states that there is an increase in Tuition-Other Public Schools. He explains that a student was moved into this line. He adds that for CBNA only the differential (extra cost for Special Ed. above tuition) is included and this is in the Spec. Ed. line.

Mr. Jandebeur states that \$3,465,188. is the new bottom line due to the increase for CBNA. He states that this is an increase of \$16,736., rather than a decrease. This is an overall increase of \$29,736.

Ms. Behm asks about a new school noted under other public school. Mr. Reuning states that the Newport school is a court ordered placement for a student that is in foster care and the district is responsible for the cost. Ms. Behm also asks about the rate noted for Dover. Mr. Jandebeur states that Dover is charging more for non-contracted students. He adds that this student is also attending the vocational program, which is an additional cost.

Ms. Behm refers to the enrollment figures for CBNA. She states that last year it was explained that if the proposed warrant article to add unexpended fund balance for high school students passed, that no additional students would be added into these operating budget lines in the future. She recalls that at the October budget committee meeting it was indicated that the student population was going down and no additional students would be added for CBNA. Mr. Jandebeur states that it is the school board's position to get this number up to 10. An additional warrant article is being proposed for CBNA tuition.

Dr. Gadomski states that homeschool students need to be included should they decide to attend CBNA. He states that the 3 Alt. Ed. students are current students. He explains that two students are added into the total to account for potential students moving into town. Ms. Behm notes that Alternate Ed. students are also shown under the enrollment section and that amount is zero. Dr. Gadomski replies that there are three existing students in Alt. Ed.

Mr. Jandebeur explains that there is an in-house Alt. Ed. program at the SAU. He states that the joint school board, for all three towns, voted last year for the funds to follow the students. Further discussion is held regarding how the employees for Alt. Ed. are paid, from the SAU. Dr. Gadomski explains that staff is paid and some portions of the salaries are reimbursed back to the SAU. He adds that a part of the issue with Alt. Ed. is that each student is different as some may remain in this program for the entire year and others do catch up with credits and return to CBNA. Further discussion ensues regarding the goal to educate the students within the Alternate Education program.

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Mr. Reuning states that there are no additional students being added. He explains that funds follow the students and there will not be an increase in the enrollment figures as the alternate education students are already existing students at CBNA. He adds that 50% of the funds are from a grant with 50% through local funds depending on enrollment.

**Ms. Behm makes a motion, second by Ms. Colburn, to remove \$73,415; 5 students - 3 homeschool/2 alternate education students.**

Ms. Roy asks what the total is from the warrant article. Mr. Jandebeur replies \$56,000. for 4 students. She notes that should the homeschooled students decide to attend CBNA there will be barely enough funds to cover. Ms. Behm states that there is funding also proposed in a warrant article. Dr. Gadomski states that there is always movement to the CBNA enrollment. He states that it is a very large amount of money should a student move in. He states that it may be appropriate to budget to the number; it is difficult, and the funds needed would be taken from the K-8 budget. He adds that homeschooled students are also able to attend specific classes and these fees may be prorated.

Additional discussion is held regarding homeschool students. Dr. Gadomski explains that the homeschool student number is fluid. He speaks to the movement of students in general. Scott Bulger states that typically there is a large transition of homeschool students from 8<sup>th</sup> grade into high school and at that point once they attend the high school they typically stay the course.

Ms. Colburn asks how the homeschool students are contacted to see if there is an interest to attend CBNA. Dr. Gadomski states that there is a process to reach out to the homeschool students and the elementary students to determine if there is a commitment to attend CBNA. Ms. Colburn recalls that the capital reserve fund was created to address tuition matters as needed and to not add funds into the CBNA tuition line. Mr. Jandebeur states that he feels that it was the intent of the board to reach 10 students in this line. He adds that these funds are not able to be used for any other part of the budget.

Mr. McCaffrey states that if we are setting money aside in a warrant article, he feels that it is not needed in this line.

Mr. Bulger explains that it has always been the plan to have more than 4 additional students. He notes that there were 7 students that moved in over the summer to attend CBNA.

Mr. Ruth states that he does not feel that the home schooled students should be removed from the tuition line. He adds that there are students who are residents of Northwood that attend private schools out of town as well.

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Ms. Roy notes that the money in the line would only cover 4 students and any students that move into town that funding would come out of the *K-8 portion of the operating budget*.

Mr. Kreider states that there are three items that need to be factored in. He states that enrollments are going down so the chances for more students are statistically wrong. He adds that 4 students may be low and agrees that it should be more. In addition, he states that the projection for the tax impact is almost one dollar. He offers to propose a motion for 2½%.

Ms. Dole asks about the new fund that was approved last year and that was 2½%. She states that she recalls that this fund could also be used for tuition for additional students. Mr. Jandebour replies that the 2½% is an emergency fund and students moving in to town may not be an emergency. Dr. Gadomski states that a request would need to be made to the Commissioner of Education. He states that the budget would probably be reviewed and they would look at previous trends.

Mr. Bulger states that the fluctuating class sizes are irrelevant to this discussion. He states that numbers in each classroom are budgeted for exactly. The two additional students in the budget are to cover unexpected students that move in, which happens every single year.

Ms. Colburn states that there is currently tuition for 4 students in the capital reserve fund. This budget is 18 months out so there will be 8 by the time this budget starts.

Mr. Jandebour states that this is the problem; we must budget so far out. He notes recent planning board activity. He states that the school needs to be prepared should students move in. He adds that this is only an estimate.

*Ms. Behm withdraws her motion and Ms. Colburn withdraws her second.*

**Ms. Behm makes a motion, second by Ms. Colburn, to reduce the tuition line by \$29,366, 2 students.**

Mr. Chase states that he is opposed. He feels that this is a prudent way to budget and is protecting the regular school budget.

Mr. McGuigan states that he thought that the intent was to have a larger buffer for students and currently there is only a buffer for 4 students.

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Mr. McCaffrey states that the danger is that it may be taken out of the operating budget and used for another purpose. He states that he likes the idea of the warrant article as there is a restriction for spending.

Ms. Dole notes that the current school board has spoken frequently not to spend any funds remaining in the CBNA tuition lines.

Mr. Jandebaur states that the current budget is \$363,000 less than the previous budget. He states that it is a very tight budget this year. He states that in order to get to the 8 students the town would approve the warrant article and \$56,000. must be in the surplus to fund the warrant article. He states that there will not be a large surplus.

Mr. McGuigan asks if the tuition is reduced for 2 students there will be 4 left in the reserve fund. He asks what the average is for incoming students per year. Dr. Gadomski replies that it varies; 5-8. Ms. Behm notes that some students leave.

Mr. Kreider refers back to the overall increase. He understands the risks; however, mentions the fact that we could be looking at a default budget.

Ms. Dole supports the proposed motion to reduce the line by 2 students as she feels that there is a buffer with homeschooled and Alternate Ed. students.

Mr. Holden states that there is funding through the budget and then funding through the warrant article. He states that if the money is not used then it goes back to the unexpended fund balance. He states that every year we are raising the funds and then we may not use the money. He states that he would rather raise the funds through a warrant article and if the funds are not used they are returned to the fund and would not need to be raised the following year. He states that he supports the motion and will also support the warrant article.

Ms. Roy comments that it is important to understand what the constituents feel about the budget; however, it is our responsibility to put forth a responsible budget that is responsible to educate the K-8 students. She states that relying on the unexpended fund balance and the hope that there is a an unexpended fund balance to address emergency situations, she feels that the committee is taking a risk of being irresponsible and putting forth an irresponsible budget.

Mr. McCaffrey asks why there would not be a surplus. Mr. Jandebaur states that this budget is tight. He states that he feels that the school board has presented a budget showing actual needs and he does not believe that there will be a huge surplus; it is simply not possible. Mr. McCaffrey asks why the

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funds were presented in the budget and with a warrant article. Mr. Jandebour states that best way to get this funded is to present it and ask to take it out of surplus. He states that this warrant article is very important as this is really a problem area.

Mr. Carlton states that he will oppose the motion trusting that funds will returned.

**VOTE: YES: BC, RH, BB, JM, HK, GD. NO: TC, DM, KM, JJ, MC, JB, BH, NR, TJ. Motion fails; 6/9.**

**Mr. McNally makes a motion, second by Mr. McGuigan, to recommend \$5,951,313 for Regular Education, the school board's recommended figure.**

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Ms. Colburn asks for an explanation for the math supplies. Dr. Gadomski explains that the math program has been a constant discussion over the past few years. He states that they are in the process of evaluating pilot programs. Next year there will be an increase in supplies and other materials in order to support that change.

Ms. Despres states that the request for math supplies is mostly for K-6 with the majority being consumable products, workbooks, or items that are purchased each year for each class for each student. She notes that the 7-8 math program is the program being looked into and is noted in the new textbook line.

Mr. McCaffrey asks what the new program is. Ms. Despres replies that the current program is Envisions for K-8. She states they are looking into two pilots for 7 & 8 grades for fall of 2015.

Mr. Holden states that the budget committee's job is not to micromanage the process. **Mr. Holden makes an amendment to the motion to approve the bottom line for the proposed school district budget in the amount of \$12,027,820. Mr. Chase seconds.** The motion and second are withdrawn due to the fact that there is a motion already on the floor.

Ms. Colburn states that there are many items that should be discussed in the budget and this committee needs to their job and go through this budget section by section. She states that the overall tax rate could increase to \$2 per thousand with the town and school. She states that this budget should not be just rubberstamped.

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***Vote on Dept. 1100~Regular Education***

**VOTE: YES: RH, TC, DM, BB, KM, JM, HK, BH, JJ, MC, NR, TJ, GD. NO: BC. Abstaining: JB. Motion passes; 13/1/1.**

*Ms. Dole calls for a recess at 10:30 a.m.*

**Page 4-8: Dept. 1200~Special Education**

*Page 8*

**Mr. Jandebaur makes a motion, second by Mr. Holden, to recommend the school board's amount of \$2,785,139 for Dept. 1200~Special Education.**

Mr. Jandebaur states that the Special Education department total is \$2,785,139, which is a decrease of \$11,025. He refers to page 6 and states that the Special Ed. Tuition-CBNA, line 01-1200-5563-000, needs to be amended to \$259,694., which is a decrease of \$24,238 and a difference of \$12,834.

**Mr. Jandebaur amends the motion, second by Mr. McNally, to recommend the school board's amended bottom line amount of \$2,772,306 for Dept. 1200~Special Education.**

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Mr. Kreider asks about the shared coordinator position and if this is only for two school districts. Mr. Jandebaur replies yes and explains that we share with Nottingham now; Strafford has their own and it is working very well.

*Page 6*

Ms. Behm notes that there are two extra students noted in this tuition line.

Ms. Dole mentions the increase in the pre-school section. Mr. Jandebaur explains that preschool is shared by the three towns and was split up with each town responsible for 1/3. He explains that this is a rolling figure and will change each year based on actual enrollments for each town.

Ms. Dole asks about the non-public tuition-elementary. Mr. Reuning states that this is a new line as the school board has requested that expenses be broken down for elementary. He states that the Northwood district has 126 students with disabilities; some in high school and some in elementary school; some out-of-district and some in the district.

Mr. McCaffrey states that he feels that the school board is the hardest working board in the town. He gives his view on Special Education expenditures being such a large portion of the budget. He states that he feels that the funds are not well spent and understands that this is *driven by* federal mandates.

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Ms. Behm commends the Special Ed. team for their efforts in the last few years. She states that there is much more confidence in the staff now.

**Ms. Behm calls to move the question; \$2,772,306 for Dept. 1200~Special Education.**

**VOTE: YES: BC, RH, TC, DM, BB, KM, HK, JJ, MC, JB, BH, NR, GD.  
NO: JM. Abstaining: TJ. VOTE: 13/1/1.**

**Page 11-12: Dept. 2130~Nurse's**

*Page 12*

Ms. Dole asks about the equipment line. Mr. Jandebour explains that this line includes the purchase of a new height and weight measuring device.

**Page 13-14: Dept. 2210~Improvement of Instruction**

*Page 13-14*

Mr. Kreider asks about professional development specifically for computer skills. Ms. Despres reads the note provided and states that the school has the ability to offer workshops in-house or on a volunteer basis. She notes that there is a tech committee that has had discussions regarding offering technology based workshops to other staff members and has begun to offer these. They are looking to expand this for the following year.

Ms. Dole states that this is a new line and asks about the line for staff development for teachers. Ms. Despres explains that the workshop lines are for contractual obligations and are done in-house.

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Ms. Dole asks about the differences between speech specialist and contracted speech services. Mr. Reuning replies that one is a salary line and the second is an SAU employee.

**Page 16-18: Dept. 2290~Other Support Services-Instructional Staff**

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Mr. Kreider asks about the increases to the director's salary. Mr. Jandebour explains that there are 5 staff members who are not under a contract for rate; there is a fund (pool) that allows a raise to be given based on performance.

Further discussion ensues and committee members are directed to page 19 – Office of the Principal, which shows a line designated for salary adjustments, in the amount of \$11,101.

Mr. McCaffrey asks about the technology director noted on page 15 and again on page 16. It is explained that the director's salary line has been moved from

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one department into another department. Further discussion is held regarding the duties of the director.

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Ms. Dole asks for an explanation of the software and costs. Ms. Despres explains that the software includes items that previously were located in other sections of the budget; now, it is consolidated into one line. Mr. Jandebaur adds that this line includes updates/upgrades that need to be done each year, new licensing, as well as new software, and maintenance. He adds that this breakdown makes it much clearer to present. Mr. Holden comments that he likes the way that this is being presented and it is easier to see the total number for software.

Mr. McCaffrey asks about programs for teachers to use the new programs. Mr. Jandebaur explains that this is in place and they are working to incorporate knowledge in professional development.

**Page 18: Dept. 2290~Other Support Services-Instructional Staff**

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Ms. Dole asks about the replacement of equipment-technology. She states that it appears that there are 30 computers being proposed totaling \$30,000. Ms. Despres explains that it is approximately \$900. each plus shipping costs for each computer. She states that this specific unit has better longevity and is a solid, quality, piece of equipment.

Ms. Dole also asks about the existing white boards and the proposal. Mr. Jandebaur states that the goal is to have a white board in every class and they are trying to build to reach this point. At this time he is not sure how many they have.

**Page 19: Dept. 2210~Office of the Principal**

*Page 19*

Mr. Holden asks about the secretarial wages. Ms. Despres states that they are requesting to make this position a full time position. She states that there are two positions at this time; one part-time at 20 hours per week and one full-time and the office is not sufficiently staffed. She states that prior to her employment there were additional staff people; however, changes have been made. She adds that there is also another position within the budget that is being reduced. Mr. Holden asks what the additional cost is to make this adjustment. Ms. Despres states that there is also another position that has been functioning out of the main office line and was not budgeted for in the main office line under regular education.

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Mr. Jandebaur adds that they have also had to rely on volunteers to assist in the morning and let people in. Mr. Holden asks if there is a security issue. Mr. Jandebaur explains the new security system. He explains that they are trying to assign funds properly for staff based on where they are working.

Ms. Whitmore explains that the increase for this position reflects a decrease in another position. She refers back to page 5, to the Special Ed. secretary and it shows that there is a decrease of \$8,583. She notes that the secretarial wages noted on page 19 are \$7,448; therefore, there is a savings.

Mr. Holden adds that there are also costs associated with the benefits for this new full-time position. Dr. Gadomski states that the line is for two full-time positions. He adds that there were many positions that were allocated in Special Ed. and also being used in the regular education department, this position being one. He states that this was a full-time position originally with 25% being utilized in regular education. He states that this is a correction for proper allocation. He adds that when the two secretarial positions are combined there is a decrease.

Mr. McNally asks if the full-time position was receiving benefits but they were split between two different departments. Mr. Gadomski replies that there are some adjustments as there are two people in different portions of the position.

Ms. Colburn states that the office previously had two positions that were full-time plus the Special Ed. person. She refers to the wage sheet and states that it does not appear that there will be much spent for the second position. She asks how many days this second position will be working. Ms. Whitmore replies 195 days. Ms. Colburn notes that last year's information shows that for the two positions \$53,179.50 was spent in 2011/2012. She adds that this amount does not include the Special Ed. staff person; they are still under.

Dr. Gadomski further explains that there may be movement within current positions to cover the need for hours; however, they are funding two full-time positions within the principal's office section.

Mr. Kreider asks for further clarification on the part-time and full-time secretarial positions. He asks if there is any staff going from part-time to full-time status and therefore receiving benefits. Dr. Gadomski replies that currently there are three separate staff members that will be adjusted accordingly. Dr. Gadomski states that there will be 2.75 people; 2 people are budgeted for benefits; the .75 person will not receive benefits. He states that this is really a restructuring of existing positions and correct accounting in the proper section of the budget.

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Mr. McCaffrey asks how close this is to a benefit point. Dr. Gadomski replies that it is based on a contract.

**Page 19: Dept. 2321~SAU**

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Ms. Dole asks if the figure will be changing. Mr. Gadomski states that the \$369,496 is the correct figure. Ms. Dole requests the back up information for the SAU and preschool be provided. Mr. Gadomski states that copies will be mailed out.

**Page 21-22: Dept. 2620~Building Maintenance and Operations**

**Page 23: Dept. 2630~Grounds Maintenance**

*Page 21 & Page 23*

Ms. Dole asks about the mowing shown in this department; \$972 was spent and refers to page 23 where there is also mowing noted. Mr. Jandebour explains that he believes that some lines have been combined and others have been eliminated. He states that there is an effort to improve the grounds. He reviews items that have been addressed and explains the progress on the ball fields.

Dr. Gadomski explains that there has been a substantial amount spent on fencing and ball fields due to safety.

**Page 23: Dept. 2690~State Mandated-Water Testing**

*Page 23*

Ms. Colburn asks about the removal of the water testing. Mr. Ruth explains that the state used to require testing on the old well; it is no longer necessary.

**Page 23-24: Dept. 2721~School Transportation**

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Ms. Behm asks why the \$1 that was allocated for vocational transportation has been removed because this line would be needed if there were students requiring transportation to the vocational center. She adds that she believes it is necessary to have \$1 in the line to keep the line open in order to use it. Ms. Dole states that the line can be overspent but must have \$1 for the line to be open.

**Ms. Behm makes a motion, second by Ms. Colburn, to add \$1. to Dept. 2721~School Transportation. Voice vote passes unanimously; 15/0.**

**Ms. Behm makes a motion, second by Mr. Jandebour, to recommend the school board's proposed bottom line in the amount of \$12,014,988., an increase of \$137,801.**

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Mr. Kreider speaks to the tax impact, noting some items we have no control over. He states that the items that the budget committee has control over is a \$0.30 increase. He adds that he will be supporting the budget.

Mr. Holden states that he will support the amount; however, the actual amount is \$0.88 and that is what we should be addressing as this is the effect to the tax impact. He states that to talk about only \$0.30 is an unintentional misrepresentation.

Ms. Whitmore states that the actual figures have been calculated including the revised CBNA figures and the total impact went from \$0.88 to \$0.91.

Joe McCaffrey states that \$0.30 is the amount that the committee had discretion over. Ms. Dole adds that this is the school board's proposed budget and this committee has reviewed it and will vote on it. She states that the "selling" of the budgets is for the school board and selectmen to do.

Ms. Roy commends the school board for their work on this budget and that the increase is \$137,000. She states that this is less than the total increase between the health and retirement, which are items that cannot be controlled.

**Ms. Behm calls to move the question. No second is provided.**

**Vote on Bottom Line~\$12,014,988**

**VOTE: YES: BC, RH, TC, DM, BB, KM, JM, HK, JJ, MC, JB, BH, NR, TJ, GD. Motion passes unanimously; 15/0.**

*Ms. Dole calls for a recess at 12:05 p.m. Session resumes at 1:15 p.m.*

**ABSENT:** Nikki Roy was excused at 12:05 p.m.

**Warrant Articles:**

**ARTICLE #3**

"To see if the Northwood School District will vote to approve the cost items included in the collective bargaining agreement reached between the Northwood School Board and the Northwood Educational Support Personnel Association which calls for the following increases in salaries and benefits at the current staffing level:

Fiscal Year 2015-2016 – Estimated Increase \$52,363

And further to raise and appropriate the sum of Fifty Two Thousand Three Hundred Sixty Three Dollars (\$52,363) for the 2015-2016 fiscal year, such sum representing the additional costs attributable to the increase in salaries and

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benefits required by the new agreement over those that would be paid at current staffing levels in the prior fiscal year?"

*The School Board recommends this appropriation by a 3-0-1 vote.*

**Mr. McNally makes a motion, second by Mr. Chase, to recommend Article 3, as written.**

Mr. Jandebaur explains that this is a \$0.20 step increase and a one-step increase for all staff. He states that this is a contract and is an increase for some of the lowest paid people in the school.

Mr. McCaffrey asks how many paraprofessionals are included in this proposal. Ms. Despres replies that it is for 35 paraprofessionals.

Mr. Holden asks Mr. Jandebaur how he feels about Article 4. Mr. Jandebaur states that he is in attendance today as a school board member and as a member he must represent the school board who voted in favor of Article 4.

Mr. Kreider refers to the contract and asks about the \$500 longevity pay for every step beyond step 15. Mr. Jandebaur explains that once a staff member reaches step 15, unless there is a COLA, there is no additional monies for them. This \$500 is a onetime payment that is given to the 13 staff members.

Mr. Kreider asks if there is a person hired at step 14 would they be entitled to the longevity payment. Mr. Jandebaur replies yes once they are beyond step 15.

Mr. Kreider asks about the health benefits and how this contract compares with the teacher's contract. Mr. Jandebaur states that there are not as many options available and the percentage of payment is different. He states that they are working to try to equalize this for each contract. Mr. Kreider asks how this is specified in the contract.

Ms. Whitmore identifies the insurance plans available to each group specific to the contract. Discussion ensues. Dr. Gadomski explains that the health plan information provided is inclusive to all of the health plans available in SAU 44 for all of the districts.

**VOTE: YES: BC, RH, TC, DM, BB, KM, JM, HK, JJ, MC, BH, GD.  
Abstaining: TJ, JB. VOTE: 12/0/2.**

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**ARTICLE #4**

“To see if the Northwood School District will vote to approve the cost items included in the collective bargaining agreement reached between the Northwood School Board and the Northwood Teachers’ Association which calls for the following increases in salaries and benefits at the current staffing level:

Fiscal Year 2015-2016 – Estimated Increase \$88,449

And further to raise and appropriate the sum of Eighty Eight Thousand Four Hundred Forty Nine Dollars (\$88,449) for the 2015-2016 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels in the prior fiscal year?”

*The School Board recommends this appropriation by a 4-0 vote.*

**Mr. McNally makes a motion, second by Mr. Chase, to recommend Article 4, as written.**

Mr. Jandebour states there have been some changes to the contract and reduction in force. He states that the length of the school day will be increasing 15 minutes per day, 48 hours per year. Another change is that no materials may be added to a personnel file until it is reviewed. A slight wording change has been made in the chain of command. He adds that the sick bank will no longer be matched by the school board. Another change is that the teachers will now be responsible for 5% of the cost of the insurance benefit. He notes that the JY insurance program has now been eliminated.

Additional discussion ensues regarding insurance options available.

Mr. Holden states that the amount is really \$128,000 with the savings of \$46,420. with the contract. Mr. Jandebour states that if the contract does not pass the insurance will increase \$70,000.

Additional discussion is held regarding what the actual numbers are based on today. Mr. Holden asks if this article should pass will there be additional money in the budget.

Ms. Whitmore states that the increase is \$70,000 for the teachers. To develop the cost of Article 4, the increases of the teacher salaries must be figured. This includes the step increases, the FICA, and the retirement. This figure is \$128,000. Health insurance costs are then figured. She explains that with the JY plan being eliminated she budgeted for the higher plans for the people coming off of the JY plan. She states that is subtracting this warrant article by

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\$46,421. She states that without the health insurance change it would be \$128,000 for the warrant article.

Mr. Gadomski states that savings have already been calculated in, which is where the \$88,000 figure is coming from.

Further discussion is held regarding the status quo to the contract. Mr. Jandebaur states that there are certain items that they have no control over.

Mr. McGuigan asks about the reduction of force language. Mr. Jandebaur states that this not only makes it fair for the teachers it also clarifies the entire process. It allows them to do what is best for the school.

Ms. Behm states that she feels that this is a very reasonable contract and the movement in the health benefits is worth it.

Mr. Holden states that it is very important how the school board will be communicating this to the voters so that there is support. Mr. Jandebaur states that there is a public hearing, the deliberative session, and his letters to the editor. He states that there was a paper distributed the past few years and he believes that this will be done again this year.

Ms. Breiger agrees that it is important that there be communication provided to the community regarding the contract. She asks for assistance from the budget committee as well.

**VOTE: YES: BC, RH, TC, DM, BB, KM, JM, HK, JJ, MC, JB, BH, TJ, GD.  
Motion passes unanimously; 14/0.**

**ARTICLE #5**

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, 2015. Current balance at 12/31/14 is \$\_\_\_\_\_.

*The School Board recommends this appropriation by a 4-0 vote.*

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

Ms. Behm asks if the school board intends to change the order of the warrant articles. Ms. Colburn explains that the articles are funded with unreserved

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fund balance in the order they appear. She states that would like to see the warrant articles presented in the order in which they are funded. Mr. Jandebeur states that there have been discussions about the order and the matter will be addressed at the next school board meeting.

Mr. McCaffrey asks how this is different from regular retirement. Mr. Jandebeur explains that this warrant article is to protect from the liability. He states that an example would be unused sick time.

Mr. Holden asks what the liability is and comments that he is unsure as to how the committee can proceed and support this article without having the actual liability figures.

Ms. Dole speaks to the amount of unused sick time and states that this article is similar to the town's article. She states that the committee is only acting on the \$15,000 proposed; the amount cannot be increased. She states that this is a small amount and she feels that the school board will need at least this amount.

Mr. Jandebeur apologizes for not having the amount and states that the next time the committee meets it will be provided.

Ms. Whitmore states that the teachers are paid \$90 per day for 55 days; \$4,950 and with FICA and NH retirement it totals \$6,105. per person. She states that currently there are 6 teachers that have indicated that they will retire by 2017-2018, which totals \$36,630, to be used within the next two years.

Mr. McCaffrey asks how much is currently in the fund. Mr. Jandebeur replies \$15,000.

Ms. Colburn explains the difference between the school and town is the town is paying for vacation time as well; the school is only paying for sick leave.

Mr. Holden requests that the information be included in the next mailing.

**VOTE: YES: BC, RH, TC, DM, BB, KM, JM, HK, JJ, MC, JB, BH, TJ, GD.  
Motion passes unanimously; 14/0.**

**ARTICLE #6**

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 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

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to be funded from year end undesignated fund balance (surplus) available on July 1, 2015. Current balance at 12/31/14 is \$\_\_\_\_\_.

*The School Board recommends this appropriation by a 4-0 vote.*

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

Mr. Jandebaur states that one area that needs to be addressed is the kitchen/cafeteria.

Mr. Chase asks why the school board vote was only 4. Mr. Jandebaur states that currently there are only 4 members voting on the school board as one member has resigned and perhaps a member missed a meeting.

Mr. McCaffrey states that there is no tax impact for this article as the funding will be coming from surplus. He notes other items that will be funded by surplus. Discussion ensues regarding re-numbering the warrant articles. Mr. Jandebaur states that the concern is the CBNA article should be first, then the article relative to Special Education.

Mr. Holden notes the “No Tax Impact” language and suggests that this should be re-visited. He explains that if the money is not spent it is returned to the unexpended fund balance and by spending this money there is an impact being created. Mr. Jandebaur states that the town’s wording is that there is “No Additional Tax Impact”.

**VOTE: YES: BC, RH, TC, DM, BB, KM, JM, HK, JJ, MC, JB, BH, TJ, GD.  
Motion passes unanimously; 14/0.**

**ARTICLE #7**

To see if the Northwood School District will vote to raise and appropriate “up to” Fifty Six Thousand Dollars (\$56,000) 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, 2015. Current balance at 12/31/14 is \$56,000.

*The School Board recommends this appropriation by a 4-0 vote.*

**Mr. McNally makes a motion, second by Mr. Chase, to recommend Article 7, as written.**

Mr. Holden notes that the capitalization of High School should be amended.

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**VOTE: YES: BC, RH, TC, DM, BB, KM, JM, HK, JJ, MC, JB, BH, TJ, GD.  
Motion passes unanimously; 14/0.**

**ARTICLE #8**

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, 2015. Current balance at 12/31/14 is \$25,280.

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

Mr. Jandebeur states that the goal is for this fund to reach \$100,000.

**VOTE: YES: BC, RH, TC, DM, BB, KM, JM, HK, JJ, MC, JB, BH, TJ, GD.  
Motion passes unanimously; 14/0.**

**ARTICLE #9**

To see if the Northwood School District will vote to raise and appropriate the sum of “up to” Sixty-Eight Thousand, Six Hundred and Twenty Dollars (\$68,620) for the purpose of hiring a full time Grade 7/8 Teacher.

*The School Board recommends this appropriation by a 4-0 vote.  
The tax impact if this article passes is \$0.14 per \$1,000.*

**Mr. McNally makes a motion, second by Mr. Chase, to recommend Article 9, as written.**

Dr. Gadomski explains that is an opportunity for balanced teams for 7 and 8 grades. He explains that there is currently one teacher that is teaching multiple blocks of study.

Ms. Despres states that there are currently six teachers within the 7 & 8 grade teams combined. It is difficult to allow common time for other duties. She states that they are looking to balance the team so that common time is available to the 7 & 8 grade teachers. They hope that the addition of another teacher will be able to balance to allow opportunities for teachers and students.

Mr. Chase asks if there is a particular discipline for this person. Ms. Despres states that she arrived in July and will need to look into current resources within the personnel. She states that they are trying to avoid one teacher that teaches all subjects as it is inefficient for one educator to be teaching across two grade levels with 4 different subject areas. Dr. Gadomski states that there

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have been discussions and he believes that the social studies teacher would be the only one to continue to move back and forth between the grade levels.

Mr. McCaffrey asks for additional clarification. Dr. Gadomski replies that the issue has to do with scheduling; it is challenging due to some teachers that are teaching multiple disciplines. With this proposal there will be teachers that are teaching more to their strengths and the schedule will be better; it will allow a new instructions block, and intervention to take place.

Mr. Kreider asks if there were any other considerations looked at. Dr. Gadomski replies that the schedule has been looked at this year and is working to the best that they can. Some changes will be made next year regardless of the outcome of the proposed budget. Mr. Kreider asks if this can be done without adding a person; any consideration to a different approach. Mr. Gadomski states that every year there will be determinations needed relative to the current student enrollment as well as with the teaching staff.

Ms. Despres states that they are stretched very thin right now. She states that they are not requesting an RTI interventionist, which would be a benefit and was discussed. She explains that they are looking at having data meetings, curriculum discussions, as well as asking teachers to come after school because there is no time available during the day for the teachers to have their meetings. She further explains that the teachers are under contracts to have their required preparation time. She states that they are trying to get all of these people together and at this time they are meeting twice per month, after school.

Ms. Colburn asks if the new teacher added in the lower grades this year could help. Ms. Despres replies that they are not looking to add additional free periods. They are going to be using all personnel contractually available. She states that it will take time to create a schedule that will meet the needs of the students so that their outcomes improve.

Dr. Gadomski states that the ideal would be for 4 teachers to be in each grade level. He states that they are not asking for that and believe that they can be creative and do this with only 7. He feels that this position will offer the students a lot of assistance and instruction.

Mr. Holden asks how these positions are ranked in order of importance. Dr. Gadomski states that one challenge to administration by the school board was to present a budget that was covering the \$148,000 increase in teacher retirement and insurance. He states that they have submitted a budget within the parameters and under \$148,000. Dr. Gadomski explains that article 9 is a

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new position and the position for a math specialist presented in article 10 has been cut out of the budget this year.

Ms. Despres explains that the math specialist is an existing position for K-8. She states that a significant amount of items were removed from the budget including this position and after much discussion the position was prioritized to be put back into the budget. She states that this position is being utilized right now. She explains that they are looking at a current position and re-instating it or a brand new position and adding it. She states that they would like both; however, would prioritize the math position. She further explains the Response to Intervention (RTI) block.

Ms. Dole asks how many basic classes there are; 5 basic. Dr. Gadomski gives a lengthy explanation of the scheduling and planning.

Mr. McCaffrey states that he is wondering why this is not just a logistics of scheduling. Dr. Gadomski states that some of the issue is a scheduling problem; however, there needs to be enough staff to cover the schedule. He states that it is a constant struggle with the time in the day, the amount of subjects to cover, and the number of staff available.

Mr. Kreider states that he is looking at the compensation. He states that the people with the most experience should be the ones dealing with this matter. He adds that if the staff is not sufficient then perhaps the staff needs to change. He suggests looking at a holistic approach rather than adding another person. For example, someone needs to be a facilitator. He states that he is against the approach and other alternatives need to be looked at.

Ms. Colburn states that the school is adding an additional 15 minutes per day. She asks what that time is for. Dr. Gadomski replies that adding an additional 15 minutes will add to the ability to lengthen the instructional time.

Mr. Chase asks if there has been any discussion to look at other approaches. Dr. Bob mentions certification and explains that elementary education is up to 6<sup>th</sup> grade meaning that any subject can be taught throughout the day. With 7-12 levels you need core specific certifications.

Mr. Jandebaur further explains RTI. He states this is one area that is deficient based on a Special Education study.

Ms. Breiger notes that the school is also bound by the collective bargaining agreement that they are bound to.

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Mr. Kreider states that there may be other approaches that may/may not cost more and may be more effective. He states that he does not feel that the proposal is the best answer; there are other alternatives.

Ms. Dole asks how long is the timeframe you are trying to create to allow these teachers to get together. Ms. Dole states that she still is not clear as to how one person will make this much of a difference. Dr. Gadomski replies that this one person is actually a 3.5 person for each team.

Ms. Behm states that scheduling is a unique administrative talent that the committee members are not capable of really getting into as it is clear that it is very difficult.

Mr. Carlton states that he feels that the school board is taking less than what is needed to make it happen. He states that he will support the article. Dr. Gadomski states that if there were more staff on each team it would be easier.

Mr. Carlton asks what the amount is based on. Dr. Gadomski explains how the salary was determined with contractual benefits. He states that this is a bachelor 4 step, based on low/middle hiring.

Mr. Holden states that the school board is requesting 2 new positions. He suspects that one or both warrant articles will not pass so he will prioritize the two articles and will support #10.

Mr. Chase states that he is unique as he is the only member who has taught 7 & 8 grade in Northwood. He explains his experience and states that it was a difficult and challenging job. He supports the position and trusts that the school board had exhausted their creative thinking.

Mr. McCaffrey asks what type of teacher will be hired.

Dr. Gadomski states that the teacher will be a certified teacher for 7<sup>th</sup> & 8<sup>th</sup> grade and be content specific, and the ideal teacher would be dual certificated.

**VOTE: YES: TC, DM, BB, KM, JM, JJ, MC, JB, TJ. NO: BC, RH, HK, BH, GD. Motion passes; 9/5.**

**ARTICLE #10**

To see if the Northwood School District will vote to raise and appropriate the sum of “up to” Sixty-Eight Thousand, Six Hundred and Twenty Dollars (\$68,620) for the purpose of hiring a full time Math Specialist.

*The School Board recommends this appropriation by a 3-1 vote.*

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

Mr. McGuigan suggests moving this article if it is more important. Mr. Jandebour states that the school board will take this under advisement for the next meeting.

Ms. Colburn asks if this will be enough money. Dr. Gadomski replies that when they budget for any position they use a bachelor 4 plus the corresponding benefits.

Mr. Holden states that Article 9 passed, which was less important to the school board. He suggests voting and approving the article.

**Mr. Holden calls to move the question. Mr. McGuigan seconds.**

**VOTE: YES: RH, TC, DM, KM, HK, MC, JB, BH, TJ. NO: BC, BB, JM, JJ, GD.**

**Motion passes; 9/5.**

**VOTE: YES: RH, TC, DM, KM, HK, JJ, MC, JB, BH, TJ. NO: BC, BB, JM, GD.**

**Motion passes; 10/4.**

**OTHER**

Ms. Dole states that the next meeting is Wednesday, January, 7 at 7 p.m. Updated materials will be mailed out Friday after the school board meeting.

**Mr. Chase makes a motion, second by Mr. McGuigan, to adjourn at 3:01 p.m.**

Respectfully submitted

Lisa Fellows-Weaver  
Board Secretary