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APPROVED
Pelham School Board
Budget Meeting – Public Session
November 5, 2008
Pelham Elementary School

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School Board Members Bruce Couture; Linda Mahoney; Cindy Kyzer
Eleanor Burton; Linda Koehler (8:35p.m.)
Superintendent: Dr. Frank Bass
Business Administrator: Kathleen Sargent

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Bruce Couture opened the budget portion of the public meeting at 6:11 p.m. He noted the proposed Maintenance Budget is within each individual school budgets.

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Preschool Budget

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Dr. Bass stated the nurse does not have to be part of the preschool program and stated if Pelham chooses to go with the space at St. Patrick's School, they would be more than willing to share their nurse with Pelham at no extra cost to the school district if the warrant passes.

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Linda Mahoney questioned what the team leader stipend for \$1200 was for. It was noted the stipend was for the leadership of the program. She also questioned if it was in the start up cost that was presented. Kathleen Sargent explained it was for basic teachers and aides and that the stipend for the Team Leader was not included on the page but that it was included in the budget. Mrs. Mahoney felt this could get confusing to have two to look at.

Bruce Couture questioned professional salary and what the total worse case scenario would be. Dr. Bass spoke of different cases of student disabilities and noted they did not expect to have to send a child out for services but that the number at the preschool level is always in flux. Current they have 41 students in the Pelham Preschool Program.

Linda Mahoney questioned what was in the budget that was not in the binder. Kathleen Sargent stated the benefits are in the district wide budget and that the number quoted is for the worst case scenario to include family plans for health and dental. At this time, Dr. Bass stated he felt very confident they will be entering into an arrangement with St. Patricks with the rent being less than \$10,000 and upgrades being about \$15,000 more. The Board requested to know when the deal would be 100% complete. Dr. Bass stated he expected it in the next two weeks after legal counsel does their work. Monies for renovations are included as infrastructure. The Board discussed putting more money in (\$10,000) in the event the deal falls through and they need to look at other space, but was against adding \$10,000. It was stressed that the Budget Committee would be voting tomorrow night and that any changes would have to be brought to them immediately.

1 Motion to accept the preschool startup cost budget in the amount of \$538,482.00 for
2 preschool to be housed at the lower level of St. Patrick's Church was made by Linda
3 Mahoney with a 2nd by Cindy Kyzer. Approved 3-0-1 (Eleanor Burton abstained).
4

5 **Food Service Budget**
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7 Dr. Bass checked with legal counsel regarding the price per meal charged to St. Patrick's
8 School. It was noted this was within Pelham's realm. Kathleen Sargent stated there
9 would need to be a \$150 deduction to this budget. Bruce Couture stated this is an *in and*
10 *out* program with the proposed budget being \$818,351.60. Linda Mahoney stated the
11 only reason she would support the new debit card system is because her budget is coming
12 in lower and hoped it would provide the benefits Mrs. Bizzarro explained to the Board
13 previously. Dr. Bass stressed that Mrs. Sargent and Mrs. Bizzarro had eliminated the
14 tremendous debt that was previously incurred over the years and that the quality of food
15 has improved.
16

17 Motion to approve the Food Service Budget of \$818,351.60 was made by Cindy Kyzer
18 with a 2nd by Eleanor Burton. Approved 4-0.
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20 **District Wide Budget**
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22 The Board spoke of the need to make a decision regarding leasing or purchasing of
23 modulars for the high school. Linda Mahoney expressed her desire to move forward with
24 the lease purchase program with a \$1.00 buyout at the end of the lease. Cindy Kyzer
25 suggested approving the \$88,000 for the portables and listening to the Facilities
26 Committee's report about the High School. Bruce Couture cautioned about the dangers
27 in buying portables, but noted these had been refurbished.
28

29 Kathleen Sargent reminded the Board that they do need something in place regarding this
30 for January, 2009. Eleanor Burton noted she would rather do just a lease and not a lease
31 purchase.
32

33 Regarding the request for an additional school bus, Kathleen Sargent spoke of an email
34 she received from Steve Langois from First Student. Linda Mahoney commented that the
35 problem she heard was not about overcrowding (4 students to a seat) but rather the length
36 of time it takes the bus to complete it's route. She also spoke of previous conversations
37 regarding combining the High School and Memorial School afternoon bus runs.
38

39 Cindy Kyzer stated her request to have teachers board the buses in the morning to check
40 to make sure there are not four (4) students to a seat. Linda Mahoney questioned why
41 buses would not be on a Warrant Article. Kathleen Sargent explained it was because it is
42 a contracted service and that they are not purchasing them. Linda Mahoney then
43 questioned if they are renting portables, if that would have to be put on as a Warrant
44 Article. Mrs. Sargent will check on this and report back.
45

1 Mrs. Mahoney stated she could not support another bus with the limited information she
2 has now and wanted to know if it was a safety issue or a time issue and if it was a time
3 issue, she would like to try to solve it another way rather than spend \$45,000. Dr. Bass
4 stressed that they have worked hard with the bus company to consolidate some of the
5 stops.

6
7 Consensus of most of the Board to keep the bus in the budget. It was noted that if they
8 went to a default budget, that the additional school bus would be out.

9
10 Kathleen Sargent explained that the line for the school district secretary was based on
11 what was expended last year. She noted there is not a pay increase. She also noted that
12 Windham is billing out for this along with other positions. Cindy Kyzer questioned what
13 the other positions were.

14
15 With regard to in-house landscaping, Linda Mahoney questioned the need for \$40,000 for
16 landscaping equipment and four (4) full time individuals. She questioned the need for
17 full time employment with benefits for seasonal work. Kathleen Sargent stated that Mr.
18 Miller researched this and gave a ballpark quote and felt that the positions would be
19 needed.

20
21 Dr. Bass stated it was his recommendation to outsource this function. Bruce Couture
22 stated he would like to know all the pros and cons for in-house vs. contractual
23 landscaping. Mrs. Mahoney noted that sometimes a contract can become difficult.

24
25 Consensus of the Board to leave the \$105,000 figure in for landscaping.

26
27 With regard to special busing, Kathleen Sargent noted the vocational bus pushed \$80,000
28 last year.

29
30 Linda Mahoney questioned the committee expenses for school board members and also
31 questioned what workshops board members attended.

32
33 Linda Mahoney questioned what the additional dollar amount would be for the PES nurse
34 for five (5) days. Kathleen Sargent noted it would be \$1,226.20 for 5 days. Mrs.
35 Mahoney felt this should be part of the teacher's contract.

36
37 Bruce Couture stated the overall District Budget is about \$500,000 less this year.

38
39 Motion to accept the District Wide Budget for \$9,857,205.98 was made by Cindy Kyzer
40 with a 2nd by Eleanor Burton. Approved 3-1 (Linda Mahoney negative).

41
42 Call To Order Public Session at 7:30 p.m.

43
44 High School Committee – presentation by Sean Minutti, Chairman. Mr. Minutti spoke of
45 the need for a capital reserve fund to help kick start any high school project. He noted
46 the Committee was not recommending a Warrant for this year, but hopefully would have

1 one in 2010. He also spoke of another idea for a capital reserve fund being one to
2 purchase land if it became available. Mrs. Mahoney noted she requested this type of fund
3 a year ago – stating that over the years - houses come up for sale and that the School
4 District seems to miss the opportunity to purchase any of them (six properties being in
5 the middle of the school district site).

6
7 Dr. Bass explained the need for a capital reserve fund for this Committee which would
8 allow them to go deeper with some planning and studies - looking at between \$20,000
9 and \$25,000. Linda Mahoney stressed the need to craft the wording correctly for such a
10 fund request. Bruce Couture felt they should have this as a Warrant Article. Eleanor
11 Burton felt this should go into the operating budget. Linda Mahoney noted it would have
12 to be an item for reconsideration with the Budget Committee.

13
14 The School Board suggested a Warrant Article for \$50,000 for the purchase of land if
15 needed.

16
17 Mr. Minutti spoke of the Committees need for a few more members and asked interested
18 person(s) to contact the SAU/Dr. Bass. He also stated the meetings were open to the
19 public. The Board expressed their gratitude to all the Committee Members.

20
21 **FIVE MINUTES RECESS**

22
23 **Technology Budget**

24
25 The Board spoke of the proposed new phone system with the cost being \$85,000 to
26 purchase outright. The Board hoped the town would see the need for the new system.

27
28 The additional staff technology position is noted as being in the Operating Budget. The
29 Board amended the Operating Budget amount to \$9,834,205.98.

30
31 Motion to amend the District Wide Budget by \$23,000 was made by Cindy Kyzer with a
32 2nd by Eleanor Burton. Approved 4-0.

33
34 **PMS/PES/PHS Discussions**

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36 Kathleen Sargent stated the co-curricular line will be \$52.00 less. The number for this
37 line is \$12,607. Mrs. Sargent also noted there were changes made in PES and PMS
38 Budgets due to updated retirement amounts. Noting it is about \$110,000 less than last
39 year.

40
41 Linda Mahoney questioned salary sports line in the High School Budget and questioned
42 if it should be called salary co-curricular. Kathleen Sargent stated some stipend positions
43 were missing from the teacher's contract. It was noted the PHS Budget was up some
44 mostly due to salaries. The Budget amount is \$4,759,668.22.

1 Linda Mahoney questioned the salaries regular line. Dr. Bass stated it is for
2 administration performance raises for Principal and Assistant Principals. Mrs. Mahoney
3 then questioned the line for substitute custodians. Mrs. Sargent explained how this works
4 by noting the money also pays for overtime. She stressed there should be lines for
5 custodial substitute and custodial overtime. Mrs. Mahoney noted she was surprised that
6 some times the special education assistants do not get substitutes.

7
8 With regard to budgeting money for teacher's sick time, Mrs. Sargent noted that although
9 this drives up the budget, it has to be budgeted for.

10
11 Mrs. Sargent noted the new boilers replacement will be started tomorrow.

12
13 Motion to accept the High School Budget at \$4,759,668.22 was made by Cindy Kyzer
14 with a 2nd by Eleanor Burton. Approved 4-0-1 (Linda Koehler abstained as she was not
15 present for most of the discussion).

16
17 Kindergarten Budget

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19 Dr. Bass spoke of the ½ time nurse, Assistant Principal and ½ time custodian being on as
20 Warrant Articles. He reminded the Board that the State covers the cost of equipment for
21 kindergarten. He then noted the state will cover about \$18,000 for each classroom for
22 supplies and furniture. The District pays for consumables.

23
24 Mrs. Mahoney made one more plea to the Board to seriously consider putting this item on
25 as a Warrant Article and not in the Operating Budget. She felt it would be great if the
26 community supported this, but that she wanted to hear from the public through the
27 election process. Dr. Bass stated it would be nice, but that it is the law and they would be
28 breaking the law if they put it on as a Warrant Article. Mrs. Mahoney felt that either way
29 they are raising and appropriating money without voter approval and felt they would be
30 committing suicide on their Operating Budget if they did this. She stated she could not
31 agree with the Operating Budget if they hide kindergarten costs in it.

32
33 Dr. Bass stated it would have to in the Default Budget also. Stressing legal counsel stated
34 it needed to go in the Operating Budget as it is a state mandated program.

35
36 Regarding portables for kindergarten, Mrs. Mahoney stated she would support a free
37 standing kindergarten. Dr. Bass stressed again his desire to bring each school board
38 member to see the super permanent portable structure. Mrs. Mahoney noted she would
39 like to go with the portables that the state reimburses 100% for portables. Dr. Bass noted
40 that could be a short term solution only and that his recommendation is to put the
41 permanent portable on as a Warrant Article. It was noted that Mr. Miller felt the area by
42 the field at PES would fit the free portable nicely and that traffic could circulate in a
43 turnabout.

1 Linda Koehler stated she felt that putting the permanent portable on as a Warrant and
2 still getting the fully reimbursed portable might be confusing to the voters. She felt they
3 should get the free portable and then look at enrollment numbers next year.

4
5 Eleanor Burton pointed out the pluses regarding the permanent portables and stressed that
6 it would mean the first grade students would not have to be moved and that the
7 kindergarten students would have access to the core facilities. She stressed the need to
8 solve the problem with a permanent solution.

9
10 Linda Mahoney stated she would consider looking at the permanent portable at the end of
11 the three year term.

12
13 Dr. Bass stated that Mrs. Wilson's Committee would be making a presentation soon
14 regarding kindergarten curriculum.

15
16 Motion that the School Board move forward with the portables provided by the state at
17 100% to include bathrooms was made by Linda Mahoney with a 2nd by Linda Koehler.
18 Approved 3-1-1 (Eleanor Burton negative; Cindy Kyzer abstained).

19
20 Dr. Bass will need to tell the state of Pelham's long term plans they are considering.

21 22 **Overall Budget**

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24 Motion to accept the total budget at \$24,636,837.30 was made by Cindy Kyzer with a 2nd
25 by Eleanor Burton. Approved 4-1 (Linda Mahoney negative)

26
27 Mrs. Mahoney commented on the excellent job the administration at all three schools did
28 with their budgets and appreciated their work. She stated the only reason she voted
29 negative was because kindergarten was included in the budget.

30 31 **Consent Agenda**

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33 Read aloud by Chairman Couture.

34 Motion to accept Consent Agenda was made by Cindy Kyzer with a 2nd by Linda Koehler.
35 Approved 5-0.

36 37 **Board Members Comments/Concerns**

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39 Bruce Couture spoke of the Facilities Committee coming before the Board tonight asking
40 for guidance and direction for seed monies for further research and noted it would be a
41 Warrant Article. He also noted they asked for capital reserve monies for land which will
42 also be a Warrant Article.

43
44 Mr. Couture spoke of the need to verbalize the Warrant Articles: PESPA Contract;
45 money for capital reserve fund from expended fund balance; full time technology person
46 (noting if it passes, money will come out of the Operating Budget that is used and

1 expended for contractual amount); \$50,000 for land purchase for School District; \$25,000
2 for professional consulting for Facilities Committee; transformer removal @ PHS (KS
3 will get this amount); \$85,000 for new phone system; Assistant Principal at PES;
4 Classroom teacher at PES; U/A – PE teacher at PES; ½ clerical position for special
5 education at PES; speech assistant; ½ time LPN for kindergarten (Dr. Bass will research
6 this amount); 7th grade teacher; ½ time clerical for special ed. at PMS; paving at
7 PMS/front lot; English teacher at PHS; special education teacher at PHS.

8
9 **Future Meetings**

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11 November 12, 2008 Business Meeting 7:00 PES
12 November 19, 2008 Workshop/Business 7:00 PES

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14 Motion to adjourn 9:54 p.m. was made by Linda Mahoney with a 2nd by Linda Koehler
15 Approved 5-0

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18 Respectfully Submitted – Diane Figaro