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APPROVED
Pelham School Board
Budget Meeting – Public Session
October 22, 2008
Pelham Elementary School

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School Board Members Bruce Couture; Cindy Kyzer; Linda Mahoney;
Linda Koehler; Eleanor Burton

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Superintendent: Dr. Frank Bass

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Assistant Superintendent: Roxanne Wilson

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Business Administrator: Kathleen Sargent

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Bruce Couture opened the Public Hearing at 6:04 p.m. for the approval to use Capital Reserve Funds to purchase new boilers for Pelham High School.

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Bruce Couture called the public session to order at 6:07 p.m. All those in attendance stood for the Pledge of Allegiance.

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Dr. Bass spoke about Administrators working diligently to present a lean budget while still being able to provide a quality education.

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Maintenance Budget – Mr. Alan Miller, Direction of Maintenance, presented.

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Highlights from PES: noted water amounts are based on correct meter usage (Pennichuck refunds have already occurred with received monies going back to reduce taxes); Electricity – this will go out to bid – noted that electricity has increased for all three schools; (noted that at PES, room temperatures can be controlled via computer – teachers should contact the office if they have a temperature problem in their room); Requesting more secure type of well covers; Upgrade lighting at the back of school.

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Highlights from PMS: noted his department is now using green products which are safer; healthier and less expensive; Blind request for windows (noted that having blinds on windows was not noted as being an issue when the walkthrough was performed, also, the police department has not informed Mr. Miller they should not be there); Whiteboard installation was removed from the budget; Replace the non-functioning irrigation pump

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Linda Mahoney stated she would like to see what Principal Pinsonneault took out of her budget. She also questioned if the ceiling in the gym was painted. Mr. Miller responded by stating the ceiling is not critical and also stated money should be invested in the partitions of the stage instead of painting the ceiling. He will get an estimate for such work. Mrs. Mahoney questioned if the tiger mural was ever resealed. Mr. Miller noted it has been touched up over the summer – he will look further into the resealing of it.

Highlights from PHS: noted generator for portables; building a much needed retaining wall – stressing this is very necessary and was requested last year.

1 **Special Education Budget** - Tina McCoy, Director of Special Ed. presented.

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3 *Preschool* - The Board questioned if some equipment would be brought over from
4 Windham to Pelham for their preschool program. It was the Boards understanding that
5 some equipment was for Pelham. Mrs. McCoy responded by stating if Pelham purchased
6 certain equipment, it would come over – if there are duplicate items. She has requested
7 her staff to start taking inventory at the preschool in Windham. She will report back to
8 the Board regarding this.

9
10 Bruce Couture commented that Pelham basically tuitions their students to Windham and
11 that Windham has bought the equipment. Mrs. McCoy stated that Windham is very
12 concerned about making the transition as smooth as possible for students, parents and
13 staff. Cindy Kyzer thought Pelham was pooling their monies together. The Board felt it
14 important that they resolve this as soon as possible so that they can know what the start
15 up costs would be in this area.

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17 Mrs. McCoy spoke of nursing services for the preschool program. She noted although it
18 is not mandated, she is not comfortable stating they do not need a nurse. She spoke of
19 having a part-time nurse. Dr. Bass will look into the legal ramifications regarding the
20 utilization of St. Patrick’s nurse, if Pelham will be using the space at that school. He will
21 report back to the Board with his findings.

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23 Mrs. McCoy also noted that preschool is a year round program – stating the Preschool
24 Administrator would be employed year round, while other summer employees are paid
25 hourly throughout the summer months.

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27 *District Wide Special Services* highlights: tuition of students to other schools; private
28 special day schools and supplies; transportation costs; Paraeducator learning network
29 services; spoke of need for a special education position at PHS – noting this school is less
30 staffed in the area of special education as opposed to the other schools.

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32 Kathleen Sargent noted that overall; the Special Education Budget is only a 2.5%
33 increase over last year’s budget.

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35 Public Hearing closed at 7:32 p.m.

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37 Motion to accept Business Administrators suggestion of using \$55,000 out of the Capital
38 Reserve monies with the remaining \$7,240 coming out of the general fund for the
39 replacement of two boilers at PHS was made by Cindy Kyzer with a 2nd by Linda
40 Koehler. Approved 5-0.

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42 FIVE MINUTE RECESS
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1 **Technology Budget** – Adam Steel, Director of Technology presented.

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3 Highlights: thanked the voters for supporting the technology plan for the district for the
4 past three years. Spoke of the focus now being on maintaining of said tech plan;
5 requesting a full time staff person instead of hiring outside companies (noted they have
6 three times the number of students per one technology staff person which would support
7 this request). It was also noted that he does use some high school students to perform
8 some work as well as outside companies. Kathleen Sargent noted they have spent over
9 \$100,000 for outside services and student usage; Computer replacement schedule noted;
10 Phone system replacement at PHS and PMS. Mr. Steel spoke of the current system in
11 these two schools being at the end of its life – stressed they are becoming more and more
12 unreliable – noted there currently is no voicemail options at either school. Mr. Steel and
13 Mrs. Sargent noted that currently the District phone bills are about \$56,000 per year. Mr.
14 Steel noted to buy the proposed new phone system outright would be about \$85,000. He
15 also noted the company has a lease program with a \$1 buyout at the end of the lease. The
16 pros and cons of the lease program were discussed.

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18 **High School Budget** – Principal Mohr and Asst. Principal Brennan presented.

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20 Highlights: Principal Mohr spoke of three priorities for the high school in the areas of
21 Science equipment, Science books and Social Studies Books. Other areas highlighted
22 included: service contract for copiers; special education reading materials; Vocational
23 Agreement with other schools; reconditioning of some athletic equipment; locked
24 medicine cabinet for nurse; new blood pressure cuff; additional staff being requested
25 English teacher; full time Athletic Director; Special Education Teacher.

26
27 Linda Mahoney questioned why there were line items for swimming and gymnastics in
28 the budget, even though they are zero balances. She spoke of the programs still being
29 self-funded, and felt that they should not have lines in the budget. Dr. Bass stated they
30 can easily remove the pages from the Budget.

31
32 Mrs. Mahoney spoke of the role of the Booster Club and questioned how much money
33 they collect at the gate for games. She felt that perhaps some of the money should go to
34 help offset the price of some of the games. Bruce Couture responded to this by stating
35 while he was president of the Booster Club, the monies funded scholarships for many
36 students. He also noted they have a Treasurer and a check book which can be looked at
37 very easily. Dr. Bass stated the Booster Club has bylaws and noted they are not attached
38 to the school system. Dr. Bass can have conversations with them if the Board wishes.

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40 **Consent Agenda**

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42 Motion to accept the public minutes of September 24, 2008 as written was made by
43 Cindy Kyzer with a 2nd by Linda Koehler. Approved 5-0.

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45 Non Public minutes from September 24, 2008 were tabled to the next meeting.

1 Bruce Couture read aloud the Manifest.
2 Motion to accept the Consent Agenda was made by Cindy Kyzer with a 2nd by Linda
3 Koehler. Approved 5-0.
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5 **Kindergarten Update**
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7 Dr. Bass spoke of going to look at a super modular unit. He spoke of this type of
8 structure being able to last for a long time and noted it could satisfy the kindergarten need.
9 He will report back to the Board of his findings. Dr. Bass then spoke of the proposed
10 PMS addition and noted the Fire Chief will need some more drawings before making his
11 decision. It was also stated that Team Design can put items, other than classrooms, in the
12 proposed addition at PMS.
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14 Linda Mahoney noted her concern about placing 5th graders with 8th graders.
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16 Regarding kindergarten curriculum, Roxanne Wilson stated they have samples complete
17 regarding curriculum, but noted she has questions that the Board will need to answer
18 soon regarding portables and transportation as it will pertain to kindergarten.
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20 FERPA Policy – tabled to a meeting after Budget Season.
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22 **Board Members Comments**

23 Kathleen Sargent noted Chief Rourke has another presentation he would like to bring
24 before the Board. She also noted that camera installation will be completed soon. It was
25 also noted the Deliberative Session date would have to be set soon.
26

27 Eleanor Burton spoke of Professional Development and the High School Facilities
28 meeting.
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30 Bruce Couture noted he has met with the Collective Bargaining Agreement Committee.
31 He also spoke of the importance of getting a true overall increase amount and making it
32 known to the community.
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34 Dr. Bass spoke of Principal Pinsonneault cutting her budget by \$68,000. It was discussed
35 by Mrs. Mahoney that PES should try to make similar cuts in their budget. Cindy Kyzer
36 questioned if cuts were made at another school, shouldn't the monies go to a school that
37 is more in need.
38

39 **Future Meetings**

40 October 29, 2008	Budget Meeting	6:00 p.m./PES
41 November 5, 2008	Budget Meeting	6:00 p.m./PES
42 November 12, 2008	Workshop/Business Meeting	7:00 p.m./PES
43 November 19, 2008	Business Meeting	7:00 p.m./PES

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45 Motion to adjourn 10:25 p.m. was made by Cindy Kyzer with a 2nd by Linda Koehler 5-0
46 Respectfully Submitted – Diane Figaro