

Pelham School Board Meeting
September 6, 2023
Pelham Elementary School
6:30 pm

In Attendance:

School Board Members: Troy Bressette, Chair; David Wilkerson, Vice-Chair; Thomas Gellar; Darlene Greenwood; and John Russell

Superintendent: Chip McGee

Assistant Superintendent: Sarah Marandos

Business Administrator: Deb Mahoney

Absent: None

Also in Attendance: Dawn Mead, PHS Principal; Stacy Maghakian, PMS Principal; and Jessica VanVranken, PES Principal

Adam Barriere, PHS Assistant Principal; Zachary Medlock, PMS Assistant Principal; Kelly LaBonte, PES Assistant Principal; and Kelly Struth, PES Assistant Principal

Nicole Covart, Special Education Coordinator; Cheryl Northrup, Special Education Coordinator; and Todd Kress, Athletic Director

I. Public Session

A. Call to Order:

Chair Troy Bressette called the meeting to order at 6:31 pm and requested that everyone stand for the Pledge of Allegiance.

II. Opening Remarks:

A. Superintendent:

Dr. McGee commented that he wanted to acknowledge that it was hot and thanked the Administrators and everyone else who works in the buildings. He noted that the District has made progress with the air conditioning but admitted it is not everywhere yet and doesn't work in every spot. Dr. McGee commented that the west wing was struck by lightning over the summer, and the District is still waiting for the repair part.

Dr. McGee mentioned that students and staff have been doing a lot to ensure they can stay in cool spots, and he appreciated their efforts. He noted that a couple of more days of high heat and the District should also be ending the period of time when the second-floor spaces around the District need to run the air conditioning.

Dr. McGee also wanted to commend the Staff and Administration at all three schools and note that this is the beginning of his fourth year at the Pelham School District. He added that anyone in education would tell the Board that routines are critical to ensuring the students are comfortable and can be settled into learning quickly. He said that at all three schools, the routines in class, getting from the car and the bus into class and from one class to another.

Dr. McGee commented that the routines were settled in more quickly this year. Dr. McGee added that he walks down the halls and gets told six or seven times what the issues are, who has been informed, and who is working on it.

III. Presentations:

A. None

56 **IV. Main Issues / Policy Updates:**

57 **A. The Fiscal Year 2025 Budget Presentation:**

58 Dr. McGee mentioned that the FY2025 Budget is the main agenda item for the evening. He noted that it is a big lift and
59 represents an enormous amount of work by the three Principals and their Administrative Teams. Dr. McGee said that
60 the budget work started back in May. The Administrators started pulling together input from Teacher Teams for their
61 needs for FY2025.

62
63 Dr. McGee commented that he wanted to reiterate to the Board and the community that he gave different directives
64 this year than he had in the previous three years. He noted that he asked each Principal and Director to come in as
65 close to zero as possible. He acknowledged that did not mean they would get to zero, and some things are beyond
66 their control.

67
68 Dr. McGee stated that it remains an inflationary period and has been for several years. Dr. McGee noted that he asked
69 them to do everything they could to keep the budget level. Tonight, the Board will start with PMS, so Principal
70 Maghakian could be here to talk about the new spaces in her school. The Board would then have Principal Mead and
71 her team present the PHS budget, and Principal VanVranken and her team would deliver the PES budget.

72
73 Dr. McGee proposed introducing a big picture about where they are with their school in the budget and then going line
74 by line. He told them to be attentive to weird numbers, which means something is up or down, a surprising amount
75 from last year, or was under or over-expended that the Board might have questions on.

76
77 Superintendent Chip McGee welcomed Ms. Maghakian, Mr. Medlock, and Ms. Northrup.

78
79 **Pelham Memorial School Budget (Fiscal Year 2025):**

80 Chairman Bressette thanked Dr. McGee for the reminder on the directive. Mr. Bressette said he was pleased as he
81 looked through the proposed budgets for each of the three schools and saw that the directive was closely adhered to.
82 He asked Ms. Maghakian to introduce herself and the team.

83
84 PMS Principal Stacy Maghakian introduced Assistant Principal Zachary Medlock and Special Education Coordinator
85 Cheryl Northrup. Ms. Maghakian provided a little introduction to the PMS building. She noted that the first six days are
86 flying by, and it has been a wonderful experience opening up the new portion of the renovation and upgrade. She
87 commented that it is nice to have a home again.

88
89 Ms. Maghakian thanked PES and PHS for sharing their space and assisting them over the summer. She noted that the
90 guest accommodations were quite nice. Ms. Maghakian mentioned that the outcome of all the hard work before the
91 building opened was terrific. She recognized the Custodial Staff for ensuring the staff and students could finally
92 occupy the building.

93
94 Ms. Maghakian thanked the site manager, Larry Brown, and his crews. Ms. Maghakian noted that Mr. Brown and she
95 talk daily. Mr. Brown has been very complimentary of our staff as well. He has worked with many schools, students,
96 and staff and shared with her that the Pelham District staff is the best he has ever worked with. She added that they
97 are often busy tackling problems that arise; it is sometimes hard to see what they have accomplished.

98
99 Ms. Maghakian commented that they have already implemented the first I-Ready diagnostic for math. That was today,
100 and tomorrow is ELA. She noted that this helps the staff identify foundational skills to focus on and begin getting our
101 literacy program started for the year.

102
103 She mentioned that if the Board checked out Facebook, the PMS had its second full school assembly in the new
104 gymnasium. PMS has started a new program of Wellness Wednesday. Wednesdays are started with a tip from the
105 Nurse, and they do some exercises as a school.

Ms. Maghakian said that each year, they have a theme that drives the teams and builds connections. The PMS theme for this year is transformation. The grade-level teams are developing some exciting team names that represent new adventures.

Ms. Maghakian started with the PMS Regular Education Budget. She mentioned that line item 275 – Workshops Non-Union has a requested budget of \$2,000 and has a proposed increase of \$1,000. This was to pay for the New England League Middle Schools (NELMS) Conference. Mr. Bresette asked how PMS in FY2023 had a budget of \$1,750 and in FY2024 had a budget of \$1,000. Ms. Maghakian stated that this occurred because the conference was cut.

Ms. Maghakian stated that 446 – Rental/Lease Software has a proposed increase of \$209. The increased cost of I-Ready caused the increase. 890 – Miscellaneous has a requested budget of \$5,500 and has a proposed increase of \$1,500; and Miscellaneous covers improving the climate and culture within PMS. Ms. Maghakian commented that they requested the increase because she had expended the 890 line item in FY2023 and had to use the Student Activities Fund.

Mr. Bressette asked Ms. Maghakian to provide some background on the Sunshine Club. She said things such as weddings, babies, and deaths come up throughout the year. PMS asks the staff to make donations to students and families. Sometimes, families cannot afford glasses. A lot of the staff want to support our families in different ways throughout the year. PMS has created a Sunshine Committee where staff submit donations, which are used to support things. The donations also go to various things like supporting the staff. There is a Staff Appreciation Breakfast and healthy snacks. Mr. Bressette pointed out that the Sunshine Club is not something that Ms. Maghakian is budgeting for.

Ms. Maghakian presented the MS Art Education Budget. She commented that there was nothing notable in the Art Education Budget.

Ms. Maghakian presented the MS World Language Education Budget. She stated that line 321 – Professional Education Services has a proposed increase of \$1,100. The increase is because the cost of the Holocaust Visit and Author Visit have increased.

Ms. Maghakian presented the MS Physical and Health Education Budget. She commented that line 610 – Supplies has a requested budget of \$3,120 and has a proposed increase of \$1,762. Mr. Wilkerson asked if Ms. Maghakian was prepared to describe the items as consumables needing replacement. She said, "Yes."

Ms. Maghakian presented the MS FAC's Education Budget. She mentioned that line 641 – Textbooks Additional has a requested budget of \$1,560, an increase of \$1,560. Ms. Maghakian noted that the District is introducing Babysitting Certification. She added that they are looking to introduce this year but did not budget for it. Mr. Wilkerson asked how PMS would encourage students to use the program. Dr. McGee commented that the best way possible is to schedule students into the course.

Ms. Maghakian presented the MS Math Education Budget. She said that line 643 – Information Access Fees does not have a requested budget and instead has a proposed reduction of \$5,500. She noted that IXL is now on a District-Wide line item. Dr. Marandos commented that the software is used in Grades 1 through 12.

Ms. Maghakian presented the MS Music Education Budget. She said that line 430 – Repair and Maintenance has a requested budget of \$4,300 and has a proposed increase of \$1,230. Line 610 – Supplies has a requested budget of \$4,402 and has a proposed increase of \$639.00. Line 640 – Textbooks Replacement has a requested budget of \$4,690 and has a proposed increase of \$2,340. Line 643 – Information Access Fees has a requested budget of \$3,149 and a proposed increase of \$549. Line 734 – Equipment Additional has a requested budget of \$3,100 and has a proposed increase of \$1,800.

Ms. Maghakian presented the MS Science Education Budget. She stated that line 321 – Professional EDU Services has a proposed increase of \$300 because of the increased field trip cost. Line 610 – Supplies has a proposed increase of \$1,350. She noted that lab equipment was moved to the Supply line item. Line 640 – Textbook Replacement has no requested budget and a proposed reduction of \$50,987.53. Line 643 – Info Access Fees has a proposed increase of

161 \$1,000. Line 733 – Furniture Additional has a proposed decrease of \$500. Line 734 – Equipment Additional has a
162 proposed reduction of \$2,500, and line 737 – Furniture Replacement has a proposed increase of \$1,000.

163
164 Mr. Gellar asked if the Line 640 – Textbook Replacement was moved elsewhere in the budget. Ms. Maghakian stated
165 that the textbooks were replaced in FY2024 and were not moved to another part of the budget. She noted that this
166 year is Science and next year they are looking at Social Studies, and in FY2026 they will look at Math.

167
168 Ms. Maghakian presented the MS Social Science Education Budget. She stated that line 640 – Textbook Replacement
169 has a requested budget of \$32,084 and a proposed increase of \$31,084. Line 641 – Textbook Additional has a
170 proposed reduction of \$800. Line 643 – Information Access Fees has a proposed decrease of \$443. Line 733 –
171 Furniture Additional has a proposed reduction of \$1,100.

172
173 Ms. Maghakian presented the MS STEAM Education Budget. She commented that line 610 – Supplies has a proposed
174 decrease of \$1,337 and line 644 – Publications has a proposed reduction of \$50. Mr. Wilkerson asked what an
175 aerogarden was. Ms. Maghakian said she would get back to Mr. Wilkerson with an answer.

176
177 Ms. Maghakian presented the MS Reading Education Budget. She mentioned that line 325 – Testing Protocols has a
178 proposed reduction of \$180. Line 610 – Supplies has a requested budget of \$2,050 and has a proposed increase of
179 \$750. Ms. Greenwood asked why the Dyslexia Screener was not in the Special Education budget. It was noted that the
180 Reading Specialist would be responsible for administering the dyslexia test. Mr. Wilkerson mentioned that he
181 assumed the students with dyslexia would have been tested in elementary school. Dr. McGee commented that the
182 District identifies most of the students in elementary school but not all of them.

183
184 Ms. Maghakian presented the MS Computer Education Budget. She said that line 610 – Supplies has a proposed
185 reduction of \$745; line 643 – Information Access Fees has a requested budget of \$273 and has a proposed increase of
186 \$148. Line 734 – Equipment Additional has a requested budget of 770, a proposed increase of \$770, and line 810 –
187 Dues and Fees has a proposed decrease of \$60.

188
189 Ms. Maghakian presented the MS Special Education Budget. She mentioned that line 325 – Testing Protocols has a
190 proposed reduction of \$49, line 610 – Supplies has a requested budget of \$5,561 and has a proposed increase of \$980,
191 line 640 – Textbook Replacement has a proposed reduction of \$15, and line 643 – Information Access Fees has a
192 requested budget of \$3,238 and has a proposed decrease of \$4,102. Line 650 – Software has a proposed reduction of
193 \$500, line 810 – Dues and Fees has a proposed decrease of \$95, and line 890 – Miscellaneous has a proposed increase
194 of \$100.

195
196 Ms. Maghakian presented the MS Athletics Budget. She said that line 388 – Game Officials has a proposed increase of
197 \$650. Line 430 – Repairs and Maintenance has a proposed reduction of \$500. Line 610 – Supplies has a proposed
198 increase of \$7,625, line 738 – Equipment Replacement has a proposed increase of \$560.64, and line 810 – Dues and
199 Fees has a proposed increase of \$230.

200
201 Mr. Bressette asked if the shooter shirts were appropriately placed in line item 610 or should have been placed in 738.
202 Ms. Mahoney stated that uniforms are placed in different line items throughout the budget. She noted that if a supply
203 costs under \$400 apiece, it belongs on line 610. This is all based on state rules.

204
205 Mr. Bressette asked Ms. Maghakian to provide some context regarding using the cheer mats. He wanted to know what
206 they were used for and how frequently they were used. Ms. Maghakian said that the Razorbacks come and use the
207 School District's facilities and the cheer mats. Typically, the Razorbacks use the gymnasium from August until
208 November.

209
210 Ms. Maghakian presented the MS Nurse Services Budget. She mentioned that line 734 – Equipment Additional does
211 not have a requested budget and has a proposed reduction of \$2,500. She pointed out that this was representative of
212 the second AED that will be purchased in FY2024.

Mr. Wilkerson asked if there would be some AEDs on the second floor. Ms. Maghakian stated they only had one previously located between the office and the gym. There will now be two in the building, and the second will be outside the fire doors. Mr. Wilkerson suggested that purchasing a third AED for the second floor be discussed in the fall, and Dr. McGee mentioned that the Emergency Planning Committee would discuss it.

Ms. Maghakian presented the MS Other Pupil Services Budget. She noted that line 610 – Supplies has a proposed increase of \$300 for Advisory Lessons.

Ms. Maghakian presented the MS Improve Instruction Budget. She said that line 890 – Miscellaneous has a proposed increase of \$540 for staff recognition and incentives.

Ms. Maghakian presented the MS Library Services Budget. She commented that line 430 – Repairs and Maintenance has a requested budget of \$1,062 and has a proposed increase of \$612, line 610 – Supplies has a requested budget of \$1,050 and has a proposed increase of \$750, line 640 – Textbook - Replacement has a requested budget of \$3,000 and has a proposed increase of \$500, and line 643 – Info Access Fees has a requested budget of \$6,131 and has a proposed reduction of \$434.

Ms. Maghakian presented the MS School Administration Budget. She stated that line 433 – Contracted Repair and Maintenance has a requested budget of \$5,070 and has a proposed reduction of \$545.28, line 442 – Rental Lease Equipment has a requested budget of \$13,416 and has a proposed decrease of \$684, and line 550 – Printing has a requested budget of \$6,111 and has a proposed increase of \$311.

Ms. Maghakian presented the MS Other Support Services Budget. She noted that line 890 – Miscellaneous has a requested budget of \$3,550 and has a proposed reduction of \$550.

Ms. Maghakian presented the MS Emergency Management Budget. She mentioned that line 532 – Data Communications has a proposed increase of \$30, and line 610 – Supplies has a requested budget of \$1,750 and has a proposed increase of \$1,250.

Ms. Maghakian presented the MS Athletic Transportation Budget. She said that line 519 – Transportation has a requested budget of \$26,000 and has a proposed increase of \$2,000.

Mr. Bressette asked Ms. Maghakian to share the bottom-line reduction for the PMS budget. Ms. Maghakian stated that they could reduce the budget by **\$15,484**.

The Board thanked Ms. Maghakian, Mr. Medlock, and Ms. Northrup for presenting the PMS Budget.

Pelham High School Budget (Fiscal Year 2025):

PHS Principal Dawn Mead introduced Assistant Principal Adam Barriere and Athletic Director Todd Kress. Ms. Mead thanked Mr. Kress for coming and answering any questions regarding athletics. She also thanked Mr. Barriere, who supervises the Counseling Department this year, including the CTE programs.

Ms. Mead mentioned that many hands have been involved in the budget process, particularly the Deans. She thanked her Admin Assistant, who spends a lot of time in the summer working very closely chasing down numbers. In preparing our FY2025 budget, they wanted to communicate what they needed to meet the student's learning needs, teacher requests for educational support, the District and school goals, curriculum development, and other goals.

Ms. Mead commented that she would be asking for two additional Dean positions. She was only introducing the request at this time. One Dean would be the Dean of Counseling, and the other would be the Dean of Wellness.

Ms. Mead stated that the projected enrollment for FY2025 is 528 students.

Ms. Mead started with the PHS Regular Education Budget. She mentioned that line item 610 – Supplies has a requested budget of \$11,073 and a proposed reduction of \$2,583, line item 650 – Software has a proposed increase of \$483, line item 733 – Furniture Additional has a requested budget of \$7,716, an increase of \$7,715.99, line item 734- Equipment Additional has no requested budget, and a proposed reduction of \$5,585, and line item 737 – Furniture – Replacement has a requested budget of \$10,995, and a proposed increase of \$5,884.

Ms. Mead requested six outdoor picnic tables, six umbrellas for the tables, 15 student desks and chairs, 12 conference room chairs, and the replacement of round cafeteria tables.

Mr. Bressette asked if they were still using the tables that are broken and pose a safety hazard. Ms. Mead said that they no longer use the broken tables.

Ms. Mead presented the PHS Art Education Budget. She mentioned that line item 430 – Repairs & Maintenance has a requested budget of \$2,000 and a proposed reduction of \$1,000 and line item 610 – Supplies has a budget of \$25,000 and a proposed reduction of \$2,600. She is looking to replace old art equipment and four digital cameras.

Mr. Bressette commented that he was not comfortable with the budget of \$25,000 for supplies and asked that they keep an eye on the line item.

Ms. Mead presented the PHS Business Education Budget. She mentioned that line 640 – Textbook Replacement has a projected budget of \$12,050, a proposed increase of \$9,700, and line 738 – Equipment Replacement does not have a projected budget and is a proposed reduction of \$44,000.

Ms. Mead presented the PHS Language Arts Education Budget. She mentioned that line 610 – Supplies has a requested budget of \$6,957 and a proposed increase of \$824, line 640 – Textbook Replacement has a requested budget of \$10,960 and a proposed increase of \$960, line 641 – Textbook Additional has a requested budget of \$5,023, and a proposed increase of \$23, line 643 – Information Access Fees has a requested budget of \$3,246, and a proposed reduction of \$704, line 733 – Furniture Additional has a requested budget of \$1,744, and a proposed increase of \$1,743.99, and line 737 – Equipment - Placement has a requested budget of \$9,570, and a proposed increase of \$640.

Ms. Mead said that they are looking to replace four bookshelves, 30 student's desks, and chairs.

Ms. Mead presented the PHS World Language Education. She mentioned that line 610 – Supplies has a requested budget of \$4,440 and a proposed reduction of \$60, line 640 – Textbook - Replacement has a requested budget of zero and a proposed reduction of \$7,500 and line 643 – Information Access Fees has a requested budget of \$8,475, and a proposed increase of \$8,475.

She noted that the District is moving away from textbooks and into digital readers. Dr. Marandos stated that the digital readers would move into a rotational basis for replacement. Digital readers are what the District receives online.

Ms. Mead presented the PHS Physical/Health Education. She mentioned that line 433 – Contracted Repair and Maintenance has a requested budget of \$2,100, and a proposed increase of \$150 and line 610 – Supplies has a requested budget of \$2,750 and a proposed reduction of \$750.

Ms. Mead presented the PHS FACS Education. She mentioned that line item 430 – Repairs and Maintenance has a proposed reduction of \$100, line item 610 – Supplies has a requested budget of \$10,280, and a proposed increase of \$765, line item 737 – Furniture Replacement has a requested budget of \$9,570 and a proposed increase of \$9,570, and line item 738 – Equipment Replacement has a requested budget of \$2,700, and a proposed increase of \$125.

Ms. Mead commented that they are looking to replace 30 student's desks, and chairs for Room 109.

Ms. Mead presented the PHS Tech Education. She mentioned that line item 430 – Repairs & Maintenance has a requested budget of \$1,000 and a proposed reduction of \$2,500, line item 610 – Supplies has a requested budget of

\$5,917 and a proposed reduction of \$429, line item 650 – Software has a requested budget of \$3,574, and a proposed reduction of \$45, and line item 734 – Equipment Additional has a requested budget of \$2,314 and a proposed increase of \$2,314.

Ms. Mead mentioned that Tech Education is requesting to purchase two 3D printers. Mr. Gellar asked why two 3D printers instead of one. Ms. Mead said that she would have to find out, and added that they have two small 3D printers.

Mr. Wilkerson asked if they were using some of the fabricated items for some of the repairs. Ms. Mead said, “Yes.”

Mr. Bressette returned to PHS-Physical Education and asked why they were asking for \$1,000 in a preventative maintenance agreement. He noted that PHS has not spent any money from this budget item over the last two years. Ms. Mead acknowledged that there was a lapse during a change in teachers, and a warranty ended. She added that PHS is starting a new contract. Ms. Mahoney commented that there is no penalty for starting a new contract regarding the coverage for old equipment.

Ms. Mead presented the PHS Math Education. She mentioned that line item 610 – Supplies has a requested budget of \$4,700 and a proposed reduction of \$1,000 and line item 640 – Textbooks Replacement has a requested budget of \$1,010 and a proposed reduction of \$18,563.76

Mr. Gellar asked if the reduction for textbooks was moved to another area in the budget. Dr. Marandos said they decided not to purchase new Geometry and Algebra II books. She added that the books are in good condition.

Ms. Mead presented the PHS Music Education Budget. She commented that line item 430 – Repairs and Maintenance has a requested budget of \$1,750 and a proposed increase of \$76, and line item 610 – Supplies has a requested budget of \$2,765 and a proposed increase of \$69, line item 640 – Textbook Replacement has a requested budget of zero and a proposed reduction of \$2,619, line item 643 – Info Access Fees has a requested budget of \$1,117 and a proposed reduction of \$538, line item 734 – Equipment Additional has a requested budget of \$5,955 and a proposed increase of \$145, and line item 738 – Equipment Replacement has a requested budget of \$4,950 and a proposed increase of \$124.10.

Ms. Mead noted that they are looking to purchase 15 uniforms for the Marching Band. They are also want to purchase uniforms for the Choir. She added that they are looking to purchase portable wireless speakers for outdoor events. Ms. Mead is going to look into why there is a difference in the budget for FY2023 versus FY2024 and 2025.

Ms. Mead presented the PHS Science Education Budget. She commented that line item 421 – Utilities Disposal has a requested budget of \$1,750 and a proposed reduction of \$2,600, line item 430 – Repairs and Maintenance has a requested budget of \$1,750 and a proposed reduction of \$1,400, line item 610 – Supplies has a requested budget of \$1,750 and a proposed increase of \$3,400, line item 640 – Textbook Replacement has a requested budget of \$1,750 and a proposed reduction of \$4,631.50, line item 734 – Equipment Additional has a requested budget of \$1,750 and a proposed reduction of \$3,400, and line item 738 – Equipment Replacement has a requested budget of \$1,750 and a proposed increase of \$695.

Ms. Mead said that the Department is looking to replace three spectrophotometers. They acknowledged that currently four spectrophotometers do not work or work properly.

Ms. Mead presented the PHS Social Science Education Budget. She commented that line item 610 – Supplies has a requested budget of \$1,500 and a proposed increase of \$1,000, line item 640 – Textbook Replacement has a requested budget of \$7,886 and a proposed reduction of \$8,142.50 and line item 733 – Furniture Additional has a requested budget of \$413 and a proposed increase of \$413.

PHS is looking to replace a bookshelf in Room 1.

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Ms. Mead presented the PHS Reading Education Budget. She commented that line item 610 – Supplies has a requested budget of zero and a proposed reduction of \$500, and line item 640 – Textbook Replacement has a requested budget of zero and a proposed reduction of \$640.

Ms. Mead presented the PHS Special Education Budget. She commented that line item 640 – Textbook Replacement has a requested budget of \$500 and a proposed reduction of \$500, and line item 644 – Publications has a requested budget of \$250 and a proposed reduction of \$250.

Mr. Barriere presented the PHS Vocational Budget. She commented that line item 561 – Tuition to other ELAs has a requested budget of \$115,213 and a proposed reduction of \$37,909.54.

Ms. Mead presented the PHS Co-Curricular Budget. She commented that line item 580 – Travel and Mileage has a requested budget of zero and a proposed reduction of \$5,130, line item 610 – Supplies has a requested budget of \$10,700 and a proposed increase of \$2,700 and line item 810 – Dues & Fees has a requested budget of \$6,786 and a proposed increase of \$286.

Mr. Bressette asked if Student Council was where PHS could find a Student Representative for the School Board. Ms. Mead commented on the decisions that students have to make between being on Student Council and being the Student Representative on the School Board. She added that there is a possibility of a multiple students being Student Representatives, and the students would rotate attending the meetings.

Mr. Kress presented the PHS Athletic Activities Budget. She commented that line item 339 – Athletic Trainer Services has a requested budget of \$34,680 and a proposed increase of \$680. Line item 580 – Travel and Mileage has a requested budget of \$2,000 and a proposed reduction of \$775; line item 610 – Supplies has a requested budget of \$30,000 and a proposed increase of \$4,000, and line item 810 – Dues & Fees has a requested budget of \$28,100 and a proposed reduction of \$400.

Mr. Kress stated that League Athletics would refund FY2024 line item 446 – Rental/Lease Software for \$675, and PHS will use Sport Engine free this year. Mr. Kress added that line item 610 – Supplies was increased to \$30,000 because he spent \$40,000 in FY2023. Ms. Mahoney commented that in FY2021 the expenditure was \$21,643, during the pandemic.

Mr. Bressette asked that Mr. Kress send the Board pre-pandemic budget numbers.

Mr. Kress commented on the netting that he would like to put up around the track for \$10,000. He noted that the netting would be for the spring season, and would be taken down after the last spring sport's event.

Mr. Barriere mentioned that PHS Other Student Activities Budget was moved to PHS Guidance. PHS Other Student Activities was zeroed out.

Ms. Mead presented the PHS Self-Funded Programs Budget. She commented that line item 519 – Transportation has a requested budget of \$6,300 and a proposed increase of \$100.

Ms. Mead presented the PHS Social Work Services Budget. She commented that line item 610 – Supplies has remained the same.

Ms. Mead presented the PHS Guidance Budget. She commented that line item 275 – Workshops Non-Union has a requested budget of \$3,630 and a proposed increase of \$1,530, line item 321 – Professional Edu Services has a proposed decrease of \$263, line item 446 – Rental/Lease Software has a requested budget of \$4,408 and a proposed increase of \$128, line item 550 – Printing has a requested budget of \$675 and a proposed decrease of \$374, line item 580 – Travel & Mileage has a requested budget of \$8,054 and a proposed increase of \$2,989, line item 610 – Supplies has a requested budget of \$12,965 and a proposed decrease of \$1,907, line item 640 – Textbook Replacement has a proposed reduction of \$500, line item 737 – Equipment Replacement has a requested budget of \$1,000 and a

proposed increase of \$1,000, line item 810 – Dues & Fees has a requested budget of \$1,528 and a proposed increase of \$99, and line item 890 – Miscellaneous has a requested budget of \$6,590 and a proposed increase of \$2,590.

Ms. Mead stated that they are looking to send three people to PowerSchool University.

Ms. Mead presented the PHS Nurses Services Budget. She mentioned that line item 330 – Professional Services has a requested budget of \$1,168 and a proposed reduction of \$3,785.77 and line item 446 – Rental/Lease Software has a requested budget of \$300 and a proposed increase of \$21.

Ms. Mead presented the PHS Psych Services. She mentioned that line item 325 – Testing Protocols has a requested budget of \$2,500 and a proposed reduction of \$240.02.

Ms. Mead commented that PHS Speech, PT, and OT Services remained the same.

Ms. Mead presented the PHS Other Pupil Services. She mentioned that line item 610 – Supplies has a requested budget of \$2,000 and a proposed increase of \$2,000 and line item 890 – Miscellaneous has a requested budget of \$1,000 and a proposed reduction of \$1,000.

Ms. Mead said that line item 610 – Supplies was for Advisory. Mr. Bressette asked what the \$2,000 covered under Advisory. Ms. Mead stated that there are 53 teachers and 53 Advisories. The supplies include paper, pumpkins, Opening Day, and other celebrations. Mr. Bressette suggested that in the future they add a little detail in the budget.

Ms. Mead presented the PHS Library Services. She mentioned that line item 430– Repairs and Maintenance has a requested budget of \$1,689 and a proposed increase of \$439, line item 640– Textbooks - Replacement has a requested budget of \$6,500 and a proposed reduction of \$19.01, line item 643– Info Access Fees has a requested budget of \$28,000, and a proposed increase of \$2,000, line item 644 – Publications has a requested budget of \$600 and a proposed reduction of \$300, line item 649 – Tapes/CDs/ DVDs/Audio-Visual has a requested budget of \$250, and a proposed reduction of \$250, line item 733 – Furniture Additional has a requested budget of zero, and a proposed reduction of \$28,127.75, and line item 738 – Equipment Replacement has a requested budget of \$2,661 and a proposed increase of \$2,661.

Ms. Mead mentioned that the Library is requesting a new laminator and table.

Ms. Mead presented the PHS Computer Technology. She mentioned that line item 738 – Equipment Replacement has a requested budget of \$171,675 and a proposed increase of \$151,569.

Ms. Mead said that PHS Computer Technology is requesting 19 Promethean Boards, 80 laptops for teachers, 16 CAD Lab computers, and a Digital Art Lab computer.

Mr. Bressette asked how PHS would prioritize the four asks by the IT Department. Mr. Bressette noted that he would like to see the IT Department smooth the budget, instead of having peaks and valleys. Dr. McGee pointed out that Ms. Mead has no control over smoothing the IT budget.

Ms. Mead tried to explain the difference between the CAD Lab and the Digital Art Lab computers.

Mr. Russell asked if the computers came with a maintenance plan. Ms. Mead said that would be a question for the Director of IT.

Ms. Greenwood asked if the teachers used the Chromebooks. Dr. McGee said that the teachers use laptops and students use the Chromebooks.

Ms. Mead presented the PHS School Administration. She mentioned that line item 275 – Workshops Non-Union has requested a budget of \$3,084, and the line item would remain level; line item 433 – Contracted Repair & Maintenance

has a requested budget of \$4,264 and a proposed reduction of \$1,548.90. Line item 443 – Rental/Lease Equipment has asked for a budget of \$14,348 and a proposed increase of \$248. line item 534 – Postage/General Expense has a requested budget of \$2,400 and a proposed reduction of \$1,100; line item 550 – Printing has a requested budget of \$1,500 and a proposed reduction of \$1,000; line item 580 –Travel & Mileage has a requested budget of \$600, and a proposed increase of \$464, line item 737 –Furniture – Replacement has a requested budget of zero and a proposed reduction of \$750. line item 810 – Dues and Fees has a requested budget of \$7,350 and a proposed increase of \$189, and line item 890 – Miscellaneous has a requested budget of \$6,000 and a proposed increase of \$1,000.

Mr. Bressette asked if the Spanish Exchange Program was previously under line item 890 – Miscellaneous. Ms. Mead stated that the Bedford and Pelham School Districts have opted out of the program because they have not heard back from the other schools in Spain.

Mr. Wilkerson said that he knows a student from the school in Spain. He asked Ms. Mead if she would like him to reach out to the student. She said, “Yes.”

Ms. Mead presented the PHS Other Support Services. She mentioned that line item 610 – Supplies has a requested budget of \$4,900 and a proposed increase of \$400. Line item 890 – Miscellaneous has a requested budget of \$26,300 and a proposed increase of \$5,467.

Ms. Mead presented the PHS Emergency Management. She stated that line item 433 – Contracted Repair & Maintenance has a reduction of \$3,760, and line item 610 has a requested budget of \$3,500 and a proposed increase of \$1,200.

Ms. Mead presented the PHS Vocational Transportation. Ms. Mead said that line 519 – Transportation has a requested budget of \$213,300, an increase of \$9,520.20.

Ms. Mead presented the PHS Athletic Transportation. Ms. Mead said that line 519 – Transportation has a requested budget of \$85,000, an increase of \$5,000.

Ms. Mead presented the PHS FT/COCUR Transportation. Ms. Mead said that line 519 – Transportation has a requested budget of \$8,130, an increase of \$3,830.

Mr. Bressette asked why the PHS FT/COCUR Transportation nearly doubled. Ms. Mead stated that during the pandemic, the trips were virtual, and the students are now back to traveling. Ms. Mahoney noted that the budget for travel was previously under Co-Curricular in Travel & Mileage. The budget was moved to Co-Curricular Transportation.

The overall increase to the PHS Budget is approximately **\$57,463.29**.

The Board thanked Ms. Mead, Mr. Barriere, and Mr. Kress for attending the meeting and presenting the PHS Budget.

Pelham Elementary School Budget (Fiscal Year 2025):

Principal Jessica VanVranken introduced Assistant Principal Kerry Struth, Assistant Principal Kelly LaBonte, and Special Education Teacher Nicole Covart.

Ms. VanVranken thanked the Board and the community of Pelham for their support with their budget.

Ms. VanVranken reviewed the items they purchased this school year from their budget. She mentioned that they were able to purchase new round dining tables for the students. They also got a new Math series that they rolled out this year and finished buying Grade 5 chairs. She commented that they also started their purchase of Grade 4 desks.

Ms. VanVranken stated that in preparing for the FY2025 budget, they wanted it to reflect what PES needed, academically and socially. She went over a couple of things regarding their budget before presenting it. Ms.

VanVranken commented that when they prepare the budget, they look at the current and projected enrollment. She noted that they have three sets of numbers:

- a. Grades 1 through 5 have 590 students.
- b. Grades K through 5 have 710 students.
- c. The whole school population for FY2025 is approximately 783 students.

Ms. VanVranken said that the Board would see the difference in numbers as she reviewed the budget. She reminded the Board that Preschool is a Special Education program. She added that the PES budget has one, two, or three-year plans.

Ms. VanVranken noted that Dr. McGee and the PES Administrative Team have been discussing the air conditioning in the building. The School District's proposed projects are currently with the Town. Ms. VanVranken mentioned that PES made a recommendation for the Board. The recommendation was to have the Board prioritize putting the air conditioning in the PES for the FY2025 project. She commented on how hot the gymnasium gets on warm days.

Ms. VanVranken said Mr. Sands would discuss the air conditioning at the next CIP Committee meeting. She added that the overall budget is currently down **\$147,659.79**.

Ms. VanVranken started with the PES Regular Education Budget. She mentioned that line item 430 – Repairs and Maintenance has a requested budget of \$1,855 and has a proposed increase of \$367. Ms. VanVranken stated that line item 446 – Rental/Lease Software has a requested budget of \$21,498 and a proposed increase of \$3,297. She noted that line item 580 – Travel and Mileage has a reduction of \$500. Line item 610 – Supplies has a requested budget of \$34,959 and an increase of \$1,641. Line item 733 – Furniture Additional has a zero budget and a reduction of \$3,213.05. Line item 737 – Furniture Replacement has a requested budget of 42,341, a reduction of \$29,638.25, and line item 890 – Miscellaneous has a requested budget of \$7,100, an increase of \$2,100.

Ms. VanVranken commented that iReady keeps all the student assessment information, and the information will follow the student through their time in school. She added that iReady is being used to store the data for a student who has dyslexia.

Ms. VanVranken presented the PES Art Education Budget. She mentioned that line item 610 – Supplies has a requested budget of \$7,100 and has a proposed increase of \$710. Line item 737 – Furniture Replacement does not have a budget but has a reduction of \$4,316.

Ms. VanVranken presented the PES Physical Education Budget. She mentioned that line item 610 – Supplies has a requested budget of \$3,218 and has a proposed increase of \$199. Line item 643 – Information Access Fees

Ms. VanVranken presented the PES Math Education Budget. She mentioned that line item 610 – Supplies has a requested budget of \$1,700 and has a proposed increase of \$500. Line item 640 – Textbook Replacement has a requested budget of \$7,200 and has a proposed reduction of \$116,441.

Ms. VanVranken presented the PES Music Education Budget. She mentioned that line item 610 – Supplies has a requested budget of \$1,227 and has a proposed increase of \$345. Line item 640 – Textbook Replacement has a requested budget of \$485 and has a proposed reduction of \$46.

Ms. VanVranken presented the PES Science Education Budget. She mentioned that line item 610 – Supplies has a requested budget of \$3,000 and has a proposed increase of \$1,200. Line item 640 – Textbook Replacement has a requested budget of zero and has a proposed reduction of \$1,200. Line item 643 – Information Access Fees has a requested budget of \$1,999 and an increase of \$640.

Ms. VanVranken presented the PES Social-Science Education Budget. She mentioned that line item 610 – Supplies has a requested budget of \$9,210 and has a proposed reduction of \$420. Line item 640 – Textbook Replacement has a requested budget of \$1,200.

Ms. VanVranken presented the PES STEAM Education Budget. She mentioned that line item 610 – Supplies has a requested budget of \$3,621 and has a proposed reduction of \$50.

Ms. VanVranken presented the PES Reading Education Budget. She mentioned that line item 325 – Testing Protocols has a requested budget of \$176. Line item 610 – Supplies has a requested budget of \$5,409 and has a proposed increase of \$1,282. Line item 640 – Textbook Replacement has a requested budget of \$11,500 and has a proposed increase of \$4,670. Line item 643 – Information Access Fees has a requested budget of \$620 and has a proposed increase of \$570. Line item 650 – Software has a proposed reduction of \$50, and line item 890 – Miscellaneous has a requested budget of \$300.

Ms. VanVranken presented the PES Special Education Budget. She stated that line item 275 – Workshops Non-Union has a requested budget of \$1,528 and a proposed increase of \$24, line item 580 – Travel & Mileage has a requested budget of \$2,221 and a proposed reduction of \$250, line item 610 – Supplies has a requested budget of \$5,941 and a proposed reduction of \$400. Line item 650 – Software has a requested budget of \$910 and a proposed reduction of \$1,430. Line item 734 – Equipment Additional has a requested budget of \$3,746 and a proposed increase of \$992. Line item 737 – Furniture Replacement has a requested budget of \$3,000 and a proposed increase of \$3,000.

Ms. VanVranken has requested two iPads to support the evaluation process.

Mr. Wilkerson asked if there was anything about SEL that would indicate a special type of furniture. Ms. Covart said that most of the furniture is trapezoid tables, and they are looking for furniture that is made of softer material.

Ms. VanVranken presented the PES Co-Curricular Programs Budget. She mentioned that the line items remained the same.

Ms. VanVranken presented the PES Self-Funded Programs Budget. She mentioned that line item 519 – Transportation has a requested budget of \$8,964 and has a proposed increase of \$33.

Ms. VanVranken presented the PES Social Worker Services Budget. She mentioned that line item 550 – Printing has a reduction of \$100. Line item 610 – Supplies has a requested budget of \$1,000 and has a proposed increase of \$400. Line item 890 – Miscellaneous has a reduction of \$200.

Ms. VanVranken presented the PES Guidance Services Budget. She mentioned that line item 640 – Textbook Replacement has a requested budget of \$550 and has a proposed reduction of \$100. Line item 641 – Textbook Additional has a proposed decrease of \$300, and line item 734 – Equipment Additional has a requested budget of \$2,608 and has a proposed reduction of \$146.

Ms. VanVranken presented the PES Nurse Services Budget. She mentioned that line item 330 – Professional Services has a requested budget of \$1,168 and has a proposed reduction of \$1,265.99, line item 430 – Repairs and Maintenance has a requested budget of \$156 and has a proposed increase of \$6, line item 610 – Supplies has a requested budget of \$4,207 and has a proposed reduction of \$301, and line item 650 – Software has a proposed reduction of \$1,200. It has a proposed increase of \$84.

Ms. VanVranken said that they are teaching the nurses on the on the SNAP Program. SNAP is the School Nurse Association Program, and it is a recording program for the nurses.

Ms. VanVranken presented the PES Psychological Services Budget. She mentioned that line item 325 – Testing Protocols has a requested budget of \$5,922 and has a proposed increase of \$120.91.

Ms. VanVranken presented the PES Speech Services Budget. The Testing Protocols remained the same.

Ms. VanVranken presented the PES OT Services Budget. She mentioned that line item 325 – Testing Protocols has a requested budget of \$1,365, an increase of \$145. Line item 610 – Supplies has a requested budget of \$650 and has a proposed reduction of \$764. Line item 650 – Software has a requested budget of \$175, an increase of \$75. Line item 734 – Equipment Additional has a reduction of \$479.

Ms. VanVranken presented the PES Other Student Services Budget. She stated that line item 890 – Miscellaneous has a requested budget of \$5,000 and an increase of \$3,000.

Ms. VanVranken presented the PES Library Services Budget. She mentioned that line item 610 – Supplies has a requested budget of \$590, an increase of \$90. Line item 640 – Textbook Replacement has a requested budget of \$2,750. Line item 643 – Information Access Fees has a requested budget of \$5,400, an increase of \$101. Line item 644 – Publications has a requested budget of \$250 and an increase of \$50. Line item 650 – Software has a requested budget of \$1,200, an increase of \$200. Line item 737 – Furniture Replacement has a reduction of \$3,779.

Ms. VanVranken presented the PES Computer Services Budget. She mentioned that line item 610 – Supplies has a requested budget of \$2,654, a reduction of \$91. Line item 650 – Software has a requested budget of \$300 and has a proposed increase of \$400. Line item 734 – Equipment Additional has a requested budget of \$5,619. Line item 737 – Furniture Replacement has a reduction of \$2,310. Line item 738 – Equipment Replacement has a requested budget of \$373, a decrease of \$914.

Ms. VanVranken mentioned that the Instructional Coach is looking for 18 Ozobots, They are used for coding. She commented that they are also looking for security cameras in the cafeteria and gymnasium.

Ms. VanVranken presented the PES School Administration Budget. She mentioned that line item 433 – Contracted Repair & Maintenance has a requested budget of \$12,033, a reduction of \$1,524.81. Line item 442 – Rental/Lease Equipment has a requested budget of \$9,816 and a decrease of \$4,284. Line item 550 – Printing has a requested budget of \$1,911, an increase of \$11. Line item 580 – Travel & Mileage has a requested budget of \$6,663, a reduction of \$1,483.33. Line item 650 – Software has a requested budget of \$2,920, an increase of \$1,500. Line item 737 – Furniture Replacement has a requested budget of \$2,500, an increase of \$2,500.

Mr. Bressette asked if they had something, in particular that they wanted replaced. Ms. VanVranken stated that the furniture in the office is getting old and they need to start replacing it.

Ms. VanVranken presented the PES Emergency Management Budget. She mentioned that line item 610 – Supplies has a requested budget of \$1,500, an increase of \$500. Line item 734 – Equipment Additional has a reduction of \$7,877.16.

Ms. VanVranken commented that they purchased Stryker chairs this year. The chairs are located on the second floor, and help the students come down the stairs.

Ms. VanVranken stated that this is where the backpacks were moved to.

Mr. Wilkerson mentioned that he was impressed with the way that Ms. VanVranken presented the budget.

The Board thanked Principal Jessica VanVranken, Assistant Principal Kerry Struth, Assistant Principal Kelly LaBonte, and Special Education Teacher Nicole Covart for coming to the meeting and presenting the PHS Budget.

B. School Board Committee Assignments

Chair Troy Bressette commented that the Board needed to review the Committee assignments with the departure of Ms. Larson and Mr. Russell joining the Board. Ms. Greenwood mentioned that she was interested in the Sick Bank Committees. Ms. Mahoney provided an overview of the Sick Bank Committees for the PEA and PESPA. Ms. Greenwood stated that she wanted to be assigned to the two Committees.

Ms. Mahoney provided an overview of PSACC (Pelham School Age Child Care). Mr. Russell volunteered to take on the PSACC Committee and will replace Ms. Greenwood as the Alternate on the Joint-Loss Committee.

C. Policy Review

a. First Reading:

- i. None

b. Second Reading:

- i. None

V. Board Member Reports:

- A. None

VI. Housekeeping:

A. Adoption of Minutes

- a. August 14, 2023 – Draft Non-Public Minutes
- b. August 14, 2023 – Revised Public Minutes
- c. August 30, 2023 – Draft Public Minutes

Mr. Gellar made a motion to approve the August 14, 2023, Non-Public School Board Minutes, as presented. Mr. Wilkerson seconded the motion. The motion passed (4-0-1). (J. Russell abstained)

Mr. Gellar made a motion to approve the August 14, 2023, Public School Board Minutes, as presented. Mr. Wilkerson seconded the motion. The motion passed (4-0-1). (J. Russell abstained)

Mr. Gellar made a motion to approve the August 30, 2023, Public School Board Minutes, as presented. Mr. Wilkerson seconded the motion. The motion passed (5-0-0).

B. Vendor and Payroll Manifests

- a. AP090623 \$ 252,275.79

Mr. Gellar made a motion to approve the Vendor and Payroll Manifest as presented. Mr. Wilkerson seconded the motion. The motion passed (5-0-0).

C. Correspondence & Information

- a. None

D. Enrollment Report

- a. September 1, 2023

E. Staffing Updates

a. Leaves

- i. None

b. Resignations:

- i. None

c. Retirements:

- a. None

d. Nominations:

- i. None

742 **VII. Future Agenda Planning:**
 743 **A.** No Future Agenda Planning
 744
 745 **VIII. Future Meetings:**
 746 **A.** 09/13/2023 – 6:30 pm School Board Meeting @ PES Library
 747 **B.** 09/27/2023 – 6:30 pm School Board Meeting @ PES Library
 748
 749 **IX. Non-Public:**
 750 Mr. Gellar made a motion to enter a Non-Public Session under RSA 91-A:3,II (I) – Emergency Planning at 8:53 pm. Mr.
 751 Wilkerson seconded the motion. The motion passed (5-0-0).
 752
 753 **Roll Call:**
 754 Troy Bressette – Yes
 755 Thomas Gellar – Yes
 756 Darlene Greenwood – Yes
 757 John Russell – Yes
 758 David Wilkerson – Yes
 759
 760 **X. Reconvene:**
 761 The Board returned to Public Session at 9:20 pm.
 762
 763 **XI. Adjournment:**
 764 Mr. David Wilkerson made a motion to adjourn the School Board Meeting at 9:21 pm. Mr. Gellar seconded the motion. The
 765 motion passed (5-0-0).
 766
 767 **Roll Call:**
 768 Troy Bressette – Yes
 769 Thomas Gellar – Yes
 770 Darlene Greenwood – Yes
 771 John Russell – Yes
 772 David Wilkerson – Yes
 773
 774 Respectfully Submitted,
 775 Matthew Sullivan
 776 School Board Recording Secretary