

Sanborn Regional Budget Committee

APPROVED
Meeting Minutes
Thursday, June 7, 2018

A meeting of the Sanborn Regional Budget Committee was held on Thursday, June 7, 2018. The meeting was called to order by Ms. Collyer. The following were recorded as present:

SRSB Budget Committee Present:

Annie Collyer, Chairperson
Charlton Swasey, Vice-Chairman
Cheryl Gannon
Jack Kozec
Mary Cyr, Member-at-large
James Doggett
Larry Heath, School Board Representative

Excused: Sandra Rogers-Osterloh

The meeting began with a salute and pledge of allegiance to the flag.

1) Approval of Minutes of May 3, 2018

Mr. James Doggett made a motion to approve the minutes from May 3, 2018.

Ms. Cyr made suggestions and amendments to the minutes from May 3, 2018 to ensure the clarification of a few unclear areas. Ms. Collyer stated that it was the recording secretary's first time at typing the minutes and she has spoken with the recording secretary on changes that should be made.

Once the amendments were made, minutes are accepted as completed. Vote: Unanimous (7-0) Motion carries

2) School Board Report: Mr. Heath

Mr. Heath, representative from the School Board, informed the committee about the school board meeting that occurred the night previous. He stated that the Career and College Readiness Student Success goal was met. It is now being thought of as a living document to be reviewed and updated as needed.

He summarized the Superintendent's entry plan. The plan is focused around three key ideas: what's working, what needs improvement and recommendations for the future. His entry plan focuses on assessing the following: facilities, instruction, student discipline, budget, safety, and technology.

The School Board reviewed the administrator staff recruiting policy. The next School Board meeting will occur on June 27th.

Mr. Heath, also, provided a brief summary of the Youth Risk report, which is a feedback tool that monitors experiences and behavior that lead to death or disability. It was stated that 85% of the students at the high school level participated in this survey. There is a large concern for Mental Health within the district. Ms. Collyer is concerned with the mental health of the district. This appears to be a broad community problem and not just a school problem. Some students are losing their safe place at school for the summer. Ms. Collyer is suggesting that the community comes up with a plan, as the results compared similarly to an inner-city rate. This is related to the budget, Ms. Collyer stated, since some argue that small class sizes are needed, and there is a plan to add an additional social worker in the Strategic Plan now being reviewed.

3) Public Comment

Pam Brown, of Newton, spoke briefly about the College and Career Readiness standards framework that was met last night at the School Board meeting. It offers a menu of diverse indicators, especially for students that are not heading to college. The College and Career Readiness is no longer focused solely on SAT scores, but a variety of other options to school career readiness. It is a road map for students. She recognized that this fiscal year is going to be challenging with two contracts that need to be negotiated.

4) Committee Comment

Ms. Gannon would like the committee comment to be moved later in the meeting.

5) Ms. Collyer's Observations Budget 2019-20

Ms. Collyer stated that she is not taking a position on any of the below information but making observations about data. The staffing and cost numbers being provided are from 2016-2017. The new numbers will not be provided until January and they will be from the 2017-2018 school year. The 7 staff reductions that were taken in effect this year are not calculated in. Ms. Collyer will make the presentation available on Google Docs and send it out to the committee members.

Ms. Collyer presented information taken from the Department of Education website based on districts are comparable to Sanborn's population and location. The districts are all Pre-K – 12. The data focused on Student Teacher Ratio, the base salaries, the cost per pupil and the valuation per pupil.

Mr. Doggett stated that we do not hire below Bachelor's step 3, but for the purpose of research Ms. Collyer stated that the minimum salary is the basis for comparison used by the DOE. They also use average salaries paid in each District, she said, but she did not use that, since that has many uncontrolled variables, like years of experience, and finds the minimum starting salaries the most reliable for comparison purposes. Sanborn is lower than state and nearby District levels, and may account for loss of some of our staff.

To summarize, Ms. Collyer noted the following observations: we have more teachers than most for our enrollment, and pay them less. There is potentially enough money to pay for

improvements, professional developments, repairs on facilities, save taxpayers money, and staff raises by making some adjustments. She emphasized that she is not making any recommendations, just observations to have in the record. Recommendations will come after the School Board sets its goals and the Superintendent make his ideas known in the fall.

Mr. Swasey stated that 70% of the District costs are staff. The Committee is not going to be able to bring the cost per pupil down if it's increasing its largest piece. The salaries are driving the cost up. Mr. Doggett stated that Sanborn Regional has a lot of teachers at the height of the pay scale (matrix), not at the lower end.

6) Review Procedures and Information for Planning 2019-20

Ms. Collyer stated that the committee will have all the requested information from the Administration by October 1, 2018, or sooner.

Ms. Collyer reviewed that the travel expenses are contractual, and that the Administration does not believe it is cost-effective to review past history. The administrators will, however, create a line item and begin building a history. Mr. Kozec stated that he remains uncomfortable with travel expenses, as he researched 4 years ago and discovered they cover 6,500 miles per Administrator. Mr. Doggett stated that the administrators receive an inner-district travel stipend of \$3,000. The inner-district travel covers 50 miles. Mr. Kozec will do some research into competing Districts policies and contracts.

Mr. Kozec recommended looking into outsourcing for the district, which could include charging students for bus usage. He stated that Massachusetts and some districts in New Hampshire have begun to outsource.

Ms. Collyer brought up the subject of seating arrangement at Budget Committee meetings. She stated that she is uncomfortable with the Superintendent sitting in the audience, and does not want to disrespect or dishonor him. The superintendent is under no obligation to attend the meetings. Mr. Kozec stated that the Superintendent attended the School Board meeting and sat at the tables. He did not take over the meeting but was able to comment and ask questions. It was stated that the committee members will be recognized first, but the Superintendent can sit at the tables. Ms. Gannon made a recommendation that the seating be rearranged so the committee can be closer together.

The Budget Committee advises the School Board and negotiators about a Health Insurance Advisory. Ms. Collyer stated that a review she did of Collective Bargaining Agreements in other Districts shows the percentage has decreased in many cases over the years from 90 to 89 to 88, while Sanborn has stayed with 90% reimbursements. Mr. Swasey would like to add this to a future agenda as the contract negotiations are approaching.

7) Committee Comment

Ms. Gannon is requesting that information that is being presented in the meeting be available four days before the meeting. She would, also, like clarification about the Google Docs system

and is looking for organization and efficiency. Ms. Collyer stated that she has created folders under the Team Drive and that she would show the committee where they are at the next committee meeting. Ms Gannon stated that she finds it confusing to have both Google Docs and emails to notify of studies and information. Ms. Collyer said she can ignore whichever she wishes, but that different committee members have their own communication preferences, and she seeks to satisfy all.

Mr. Kozec would like a list of the staff with the cost of insurance but was told they were not allowed to have it based on the HIPPA violation. The School Board revised what was requested and was told that they would receive it. Mr. Swasey stated he should have had the information a long time ago. Ms. Collyer said with the changes in Administrators, there was confusion about what was authorized by the School Board. She believes it was straightened out at the last School Board meeting, and the information will be forthcoming now.

Ms. Gannon spoke about the Right-to-Know meeting taking place in Newton. She was wondering about the reimbursement from the committee for the \$10 ticket. There are potentially members interested in attending. Mr.Heath will check about reimbursement.

Ms. Collyer stated that she would like to figure out all past history by the end of October and begin building the new budget in November. The 5% change in increase has been accepted as discussed at the May Budget Committee meeting.

9) Proposed Next Meeting Date: Thursday, October 12, 2018

Attending will be Superintendent Ambrose and Business Administrator Croteau

10) Adjourn

Mr. Doggett made a motion to adjourn the meeting; seconded by Ms. Cyr.

Vote: Unanimous (7-0) Motion carries

**Respectfully submitted,
Caitlyn Louks, Recording Secretary**