

TOWN OF DEERFIELD, NH
MUNICIPAL BUDGET COMMITTEE
George B. White Building
8 Raymond Road, Deerfield, NH 03037
6:30pm Tuesday December 13, 2016
MINUTES

Call to Order 6:30pm

1. Pledge of Allegiance to the Flag

2. Moment of Silence/Prayer

3. Roll Call

Present: Bill von Hassel, Vice Chairman; Ian Scott, Kevin Verville, Steve Giovinelli, Carol Levesque, Karen Cote, David Carbone, Troi Hopkins (6:31pm) Members; Zach Langlois, School Board Rep Member; Andrew Robertson, Select Board Rep Member

Excused Absence: James Spillane, Chairman

Also Present: Jim Deely, School Board Chair; Patty Sherman, SAU 53 Co-Superintendent; Paul Yergeau, DCS Principal; Amber Wheeler, Business Administrator

4. Citizen's Comments

Ms. Andrea Hote-Hilling states that the contract with Concord High says that Deerfield will send 95% of its students to school. Last year the town did not send 95% of its students to Concord High and she asks if the town was assessed the penalty from Concord High School for not sending 95% of our students there. She asks why would the town pay extra tuition for private school when all students are able to attend Concord. She is in favor of school choice but thinks that any amount over the standard Concord High tuition should be paid for by the individual and not by the town. Last year, it appears that Communications and Phone were combined. In 2014/2015 it was \$17,000, 2015/2016 it was \$20,000 and proposed for last year was \$48,800.

Vice Chairman tables these questions until the School budget presentation,

5. Approval of Outstanding Minutes

Motion: K. Verville moves tabling minutes until next meeting.

Second: A. Robertson

Vote to table the minutes until next meeting. Yay: 10, Nay: 0, Abstained: 0 – Motion Carries.

6. Old Business

Vice Chairman von Hassel states that he has not heard of a legal response from the Municipal Association regarding the School Board.

Motion: K. Cote moves to table the legal response from the Municipal Association.

Second: I. Scott

Vote to table the legal response from the Municipal Association. Yay: 10, Nay: 0, Abstained: 0 – Motion Carries.

Z. Langlois states that the Para contract has been completed and was sent to Mr. Spillane. He will send it to Mr. von Hassel for it to be sent to the Committee. There has been an overview of the contract provided in the packet.

Regarding the email that her received from Mr. Spillane asking why the MBC was not included in the Para contract negotiation, Z. Langlois states that he reviewed previous years' minutes and was able to find information that showed that the MBC is typically involved in contract negotiations.

K. Verville states that typically in contract years, a proposed contract is brought to the MBC at the next available meeting which would have been last Thursday. It is unusual to read about proposed contract agreements in the Bridge the day after a meeting when it could have been at least brought to the table by the School Board Representative. He believes that the intent of the email sent by Mr. Spillane was to request hard copies of the proposed contract with the Paras as well the current Para contract.

Z. Langlois states that a redline copy was provide to Mr. Spillane. He believes that this is the easiest version to read because it shows the changes from the previous contract to the proposed. He will send a digital copy to Mr. von Hassel tomorrow.

K. Verville requests a hardcopy for himself and states that he believes that there are others on the Committee who would refer a hard copy as well.

Z. Langlois states that there has been a discussion about what has been provided to the MBC in years past. What was presented last the last MBC meeting is what is typically provided. Traditionally the meeting is very quick, questions are generated and asked. He reviewed meeting minutes back to 2011 to make sure that the School Board was not missing anything in comparison to previous years.

K. Verville states that in looking at last year's packet one difference is that the columns are highlighted in color showing whether the line has moved up or down and by what percentage which is very helpful when reviewing the budget. It is also easier when the spreadsheet with the classroom breakdowns is in color and he requests that those be included.

I. Scott requests that the packet received tonight be sent digitally in Excel.

Z. Langlois states that for continuity he could send it as a PDF. HE will confer with the Business Administrator after the meeting.

K. Verville states that he received the information sheet about the Chromebooks and when he ran the numbers with the 158 Chromebooks with a range of \$200-259 equals \$31,600-41,000 and the range of the activation fee of \$20-30 equals \$3100-4700 for a total of \$34,700-45,600. The maximum to the minimum is a 31% range. He asks if it would be possible to get to more definition on the actual spend on the Chromebooks.

Z. Langlois states that he will look into that information.

K. Verville also asks about the information requested in regard to the make of the tablets used in the first grade.

Z. Langlois states that he is still waiting for a response from the Technology Coordinator.

A. Robertson states that he has some handouts. One is the spec sheet for the two 2017 cruisers (one authorized this year and one requested for next year). The price range is \$27,000-31,000+. There cost for

the changeover fee is likely to end up less than the original \$8000. These will both be white vehicles with markings.

A. Robertson states that he also has provided a draft default budget. It has not been approved by the Board of Selectmen and has not undergone a lot of review at the point.

A. Robertson states that there was not discussion at the past Select Board meeting relative to the request made by Mr. Verville to discuss warrant articles for road repair but they will be brought up in the near future.

A. Robertson states that this is the standard state bid for the Ford Taurus.

D. Carbone asks what the difference in price is between the Ford Taurus and the Chrysler Interceptor cars that the State Police have.

A. Robertson replies that he does not have that information but can look into it.

7. New Business

K. Verville states that he has received more questions pertaining to the budget this year from constituents than in other years. One neighboring town has provided budgets online. He states that providing the spreadsheet portions of the town budget as well as the packet from the School Board would allow for transparency.

I. Scott asks if there are any rules pertaining to posting the budgets online themselves.

A. Robertson states that it is public information but he cautions against posting the draft budget. The public hearing is the best time for people to come and engage with questions. He will bring this to the Select Board but he does not foresee any problem.

S. Giovinelli suggests posting the documents as received at the time of posting minutes to keep the information all together

Motion: I. Scott moves to provide the town budget with the minutes in digital format on the town website.

Second: S. Giovinelli

K. Verville states that he is not in favor of this motion because it essentially states that the MBC would be responsible for providing this information and he does not feel that this is the role and responsibility of the MBC.

Amendment to the motion: I. Scott amends his motion to state that he moves to recommend that the School Board and Select Board provide these budgets with the minutes in digital format on the town website.

Second: K. Verville

Vote to amend the motion to “recommend” that the School Board and Select Bard provide their budgets to be posted with the minutes on the town website.

Vote to recommend that the School Board and Select Board provide their budgets to be posted with the minutes on the town website. Yay: 10, Nay: 0, Abstained: 0—Motion Carries.

Z. Langlois states that there has been a new packet and information with the tally sheets for the bids from the year passed out. There are members of the administration available for question that the Committee may have.

K. Verville states that the budget as proposed with a 3.35% increase. Over the last eight years the year - on-year change has ranged from +1.6% as a high to -4.2% as a low. The proposed school budget has based five out of eight years.

A. Robertson notes that the majority of the increases are due to state retirement, salaries, and contracted Special Education services. It is not based on discretionary spending.

Z. Langlois a couple of changes at the last meeting were: Line 223 Grounds Maintenance was increased to \$25,650. This now reflects the cost of mosquito and tick spraying, increase in fertilization, and ground maintenance for the upper field which had previously been done by a volunteer. Line 225 Contracted Services had increased to \$73,048- the gym floor is starting to fail. It has started to bubble and blister in areas. Additional money has been added for removing that material and completing an extensive refresh. There is discussion of a warrant article for replacing the gym floor

Vice Chairman von Hassel asks if they do create a warrant article would that mean that the increase for the refresh of the floor would be removed.

Z. Langlois states that he does not believe that the Board intends to take it out. If the warrant article passes, the money for the floor repair would be rolled into the surplus.

Z. Langlois states that proposals received from Dail Transportation through an open RFP effected lines 230 and 231. There has been significant discussion this year about overcrowding on the elementary school busses. There are seven for the elementary school and three for the high school. The increase to accommodate adding a bus.

K. Verville understands that the line 231 has increased due to these reasons but asks for clarification about why line 230 for the high school buses has decreased.

Z. Langlois states that the numbers given last week were based on a three-year contract with Dail. These new numbers are based on a five-year contract with Dail Transportation. There has been significant improvement since issues have been brought to Dail's management team. The contract does allow for breaking the contract with thirty days' notice.

K. Verville asks if the issues have been remedied and if not, when are they expected to be.

Z. Langlois states that many of the concerns have been addressed including issues regarding billing. The overcrowding however will be an ongoing challenge for the rest of the year. Some changes suggested by Dail may be made as of January 1, but that is still being decided.

I. Scott asks if the legal limit of the bus is being reached.

Z. Langlois states that at no time have any of the buses been over the legal limit. The general maximum for a bus is 77 which allows for three to a seat. It is not safe or practical to put three people to every seat.

T. Hopkins asks if it has been considered to have Parks and Recreation supplement with their revolving fund the additional bus needed since there are many children that ride the bus to the after-school program.

Z. Langlois states that it is something that can be looked into. He is unsure of how that would work since in is the school district contracts with Dail. There are approximately 100-120 students that are brought each day from DCS to the After-School Program at the George B. White Building. Initially two buses were used. Now there are now three buses used to provide this transportation as part of its route.

K. Verville states that there has been at least one video surveillance installed on at least bus. He asks if the new contract allow for video surveillance to be installed on all buses.

Z. Langlois responds that RFP that went out included video surveillance. The Business Administrator asked if Dail would install the video surveillance prior to the start of that contract once the contract was signed. Dail agreed however, he does not currently have a time frame for installation.

Vice Chairman von Hassel asks if benchmarks have been established to determine the performance of Dail.

Z. Langlois states that they have not created benchmarks. The school district has a held a contract with them for a number of years and it is believed that the problems have been or are being corrected.

Vice Chairman von Hassel asks of there are any performance guarantees that Dail has provided.

Z. Langlois replies that ultimately the School Board is in the best position because there is significant

value in that contract for Dail and if they fail to meet expectations, the School Board can terminate the contract.

K. Verville asks if line 14 and line 66 will be more clear after reviewing the Para contract. He notes that there is a decrease in Paras in Regular Ed. but a significant increase in Para salaries in Special Ed. He asks that the Business Administrator, Amber Wheeler, walk them through the decrease in line 14 and the increase in line 66.

Ms. Wheeler states that she does not feel comfortable reviewing this information because she is not in the school building and therefore does not know the students' needs. She defers to Mr. Paul Yergeau, DCS Principal.

Mr. Yergeau states that the \$636 decrease in line 14 is based on who the people are in the positions and what their hourly rates are.

K. Verville asks if in line 66 does the \$29,881 increase represent an increase in employees or some other change.

Mr. Yergeau replies that he can find out if there is a difference in the number of employees accounted for in that line from this year to next.

K. Verville states that there is a significant increase in line 68 for the Special Ed. Coordinator line. It is a 14.5% increase year on year. He asks what accounts for this increase.

Ms. Patty Sherman, SAU Co-Superintendent, responds that it is a contractual change. This represents one staff member that was working many extra days in the summer and being compensated at the rate of salary for a school year employee. The per diem rate was added for the number of days they are needed in the summer and that is why it looks like there is a significant increase.

Z. Langlois states that the last page of the contract has the highlights of the Para contract.

Mr. Jim Deely, School Board Chair, highlights information from the Para contract. The School Board wanted to address the increase in health insurance costs. The Paras have agreed to step down from the Green plan that they had to the Green #2 plan which creates savings for the town. The Paras contract has a 1.5% salary increase in Year 1 and Year 2 and a .5% salary increase in Year 3. There is a stipend increase for Paras who are involved with toileting students that they work with in grades 2-4. The School Districts portion of the dental insurance coverage increased from 25%-50%. Steps 1-3 on the salary scale were eliminated. The \$10 starting salary was not competitive with surrounding towns. The starting salary is now \$12.

Vice Chairman von Hassel asks why the change was made to the dental coverage.

Mr. Deely states that it was a part of negotiations and created an increase of \$2640.

S. Giovinelli asks if there is a net cost or savings in the salary increases over the 3-year period

Mr. Deely responds that there is a net cost over the 3-year period. Year 1- \$3100, Year 2- \$3200, Year 3- \$3600.

I. Scott asks for information that would allow for the understanding of who in the list of staff qualifies as a paraprofessional.

Mr. Deely replies that as the staff is listed Sped Aide, Teacher Aide, Sped Aide 1:1

K. Verville asks how many Paras are covered in this contract and what percentage of those employees currently use the dental plan

Mr. Deely answers that there are 39 Paras.

K. Verville asks what the total cost of the Paras is this year compared to what the total cost would be next year if this contract passes. He also asks how many of the 39 Paras have elected the dental plan for this year.

T. Hopkins is concerned about the number of aides there are seventeen classes grades 1-5 twenty aides are

1:1. She asks if someone can speak to their role and function within the school.

Mr. Deely replies that Ms. Deb Trottier, Special Education Coordinator, would be the best person to speak about that.

Z. Langlois states that Ms. Trottier can be made available to the Committee at a future meeting.

S. Giovinelli asks what the median salary is for a paraprofessional.

Mr. Deely responds that is approximately \$19,000.

C. Levesque asks about the additional paraprofessionals who are not working 1:1. She asks if it means that they are working with small groups.

Mr. Deely responds that there are a number of special education paraprofessionals who work 1:1 and others who work with students who do not need 1:1 for the entire day.

C. Levesque asks if teacher's aides work to assist throughout the classroom, making copies, etc.

Mr. Deely agrees that is correct. There are four in each Kindergarten and one in Preschool.

K. Verville notes that there is a 1.7% increase in line 71 Centralized Administrative Services.

Ms. Wheeler replies that this line covers any third party such as a psychologist that the SAU staff provides to the school district. It is billed out when it is utilized.

K. Verville line 74 Contracted Services that is on an individual per pupil IEP requirement.

Ms. Wheeler replies that is correct.

K. Verville asks if line 108 Nurses Salary 3% increase is based on a step increase rather than a change in the nursing staff.

Ms. Wheeler replies that is correct.

K. Verville line 125 Staff Course Reimbursement

Ms. Wheeler states that there isn't an actual increase in that line. It was redistributed from other lines

K. Verville notes that the sheet he is looking at it is an increase of \$8000.

Ms. Wheeler states line 149 for example has a decrease that makes up for it. Line 125 is per the contract.

K. Verville notes there is a \$3000 decrease in workshops. He asks if the additional \$5000 is a contractual commitment.

Ms. Wheeler replies that is correct.

K. Verville asks about line 157 which has historically been budgeted at \$1 is now at \$15,000.

Z. Langlois states that this money is for an engineering survey to see how the currently facility is handling the growth in enrollment and if changes to the facility are recommended.

K. Verville asks if this is included in the default budget.

Ms. Wheeler replies that it should not be included in the default budget.

K. Verville asks for further information about the company being contracted and what information is expected to be gathered.

Mr. Deely states that although the school is relatively new. The requirements for space for teaching has increased per the state of NH.

K. Verville states for a five to ten-year population history at DCS would be helpful.

Mr. Deely states that in 27 years there has not been an engineering study. It was suggested that a study be completed to better understand how to approach impending repairs, etc.

K. Verville asks who made the recommendation.

Mr. Deely replies that the School Board made the recommendation based on discussions it had.

K. Verville asks what type of engineering firm will be contracted.

Mr. Deely replies that the \$15,000 was based on cost that surrounding towns had. It is for civil and mechanical engineering studies.

I. Scott looks for clarification that the concern of the number of students in the building is based on a School Board concern or based on regulations from the state of NH.

Mr. Deely confers with Ms. Sherman and the recommended numbers per the state of NH are not on hand. Mr. Deely states that the reason for the study is to address the increase in population as well as the age of the structure rather than being caught with a mechanical or structural issue.

I. Scott where the back-up justification for the study is.

Mr. Deely states that the justification is that the town is in need to know what the structural status of the building is to know how best to move forward.

Z Langlois states that the most difficult thing to budget for is the unknown (i.e. systems failures).

I. Scott asks if the study is to determine if certain systems are about to fail or is it to determine if a new school is needed.

Mr. Deely responds that it is for both. It is a comprehensive study of the existing structure, how it fits current needs, what the challenges are for the correct structure, what issues are potentially coming.

Ms. Wheeler states that it is typically good to have a five to ten-year building plan. A study such as this will help to better design this type of plan.

I. Scott asks if this contract will go out to bid.

Mr. Deely responds that it will just as any contract over \$5000 goes out to bid.

Vice Chairman von Hassel states that he is in favor of capital improvement plans. He asks aside from the engineering study what are the comprehensive plans for a capital improvement plan for the school.

Mr. Deely states that it would be rolled into these costs. They will provide the Board with professional expertise.

Z. Langlois explains that a study like this is important to have as a baseline.

K. Verville states that other than this discussion, there is very little back-up. He asks for a list of other districts that have done this and what was the cost, what are some potential vendors, is there a sample report to have an idea of what information is going to be brought for this study.

Ms. Wheeler states that this information should be difficult to get however getting this information about a school that is comparable to DCS, may prove to be difficult.

K. Verville states that having information from any school to have an idea of what to expect from the study would be better than nothing at all.

Ms. Sherman states that Pembroke just had one done that she can share. It is four different buildings but should give an idea of what to expect.

Z. Langlois asks Mr. Verville if that will satisfy his request.

K. Verville responds that he will know after he has seen it.

K. Verville notes that the new line 158 Census is \$3000

Z. Langlois responds that it is for a study to see if the growth in town is a trend or a bubble.

Ms. Sherman states that she received an email from the NH School Board Association and they are able to provide that service for \$1000.

K. Verville asks if there is a reason why this information could not be gathered through another agency such as the Planning Board or Southern NH Planning Commission.

I. Scott asks Ms. Sherman to explain what the NH School Board Association is.

Ms. Sherman states that it is an organization that provides sample policies, training to new school board members.

I. Scott asks if there is concern about a bias on a census from such an association. He explains that a school board association would have an interest in showing that there is growth in the population numbers so that it can grow.

Ms. Sherman states that she had thought that the census would be based on demographics and had not thought that it could be biased.

I. Scott states that he would like to make sure that the School Board and Superintendent do not have a biased organization complete the census.

Mr. Deely states that the School Board has a set number of members and therefore would not grow based on population. The reason for the comprehensive census and demographic study is to be able to take appropriate steps based on the information received.

T. Hopkins informs Mr. Scott that the School Board Association is not a union. Its role is to help school boards. It is for clarity and understanding not for growth and depth.

K. Verville asks the School Board and the SAU to address the services and value the School Board Association provides.

Ms. Sherman asks if she can provide the information at the following meeting because the School Board Association has literature that explains the services that they provide which she would like to include.

K. Verville states that he has no problem deferring that discussion to the next meeting. He comments that the School Board looks to the NH School Board Association for model policies and some of those policies that they provide are questionable. Some have been reviewed here in Deerfield and the School Board and modified. He states that he no longer supports the \$3985 for the School Board Association dues which is why he is requesting this information.

Mr. Deely states that the School Board Association has been very valuable for training.

K. Verville District's Share of the SAU management services line 174 has a 12% increase year on year. He encourages members of the Committee to take into consideration that this line increases at an unsustainable rate each year.

Mr. Deely explains that the increase in the line this year is due to a new position at the SAU of a Curriculum Coordinator. They will help with the transition from our middle school students to high school.

K. Verville asks Ms. Sherman which towns are members of SAU 53.

Ms. Sherman replies Pembroke, Allenstown, Chichester, Epsom, and Deerfield.

K. Verville asks Ms. Sherman out of those towns, which are currently transitioning to PACE.

Ms. Sherman replies that Allenstown and Deerfield are both PACE districts as is Concord.

K. Verville asks which SAU is Concord part of.

Ms. Sherman replies that Concord is part of SAU 8.

K. Verville asks if the proposed Curriculum Coordinator position is a shared position between SAU 53 and SAU 8.

Ms. Sherman states that it is not a shared position between those SAUs. It is an SAU 53 position.

K. Verville asks what is the proposed mechanism to liaise between SAU 53 and SAU 8.

Ms. Sherman states that it is part of the job description. Working as a liaison between the middle school and high school is not their sole responsibility. They will be working with all K-8 students to make sure that the districts are all working towards the same standards.

K. Verville asks what tier of PACE is the Deerfield school.

Ms. Sherman replies that it is Tier 2.

K. Verville asks what tier PACE is Allenstown.

Ms. Sherman states they just entered Tier 2.

K. Verville asks what is the intention for Deerfield relative to PACE for next year.

Ms. Sherman states that it is still early on to make that decision to go to tier 1 or not.

K. Verville asks what tier is Concord in PACE.

Ms. Sherman states that they are Tier 1.

K. Verville asks if it is fair an accurate to say that part of the reasoning behind the hiring of a Curriculum

Coordinator is to align curriculum to help facilitate the transition from middle school to high school.

Ms. Sherman states that it depends on the definition of aligning curriculum. They will work to have students be at the same place when they transition but not necessarily have used the same curriculum.

K. Verville asks if the PACE model differs greatly from the non-PACE schools.

Ms. Sherman states that they are all competency based models. Most use Smarter Balance and PCE schools use performance based assessments on alternating years.

K. Verville asks what the proposed salary for the curriculum coordinator is.

Ms. Wheeler responds that it is approximately \$142,000 is the maximum benefit for the position.

K. Verville asks if how the cost of this salary is split between the districts.

Z. Langlois states that it is proportionally split based on population.

Ms. Sherman states that it is also based on the valuation of the town.

K. Verville asks what incentive there is for Concord in SAU 8 to work with a curriculum coordinator from SAU 53.

Ms. Sherman responds that Concord has always worked collaboratively with 8th grade teachers. The Curriculum Coordinator can visit Concord, bring that information back or facilitate meetings. Concord has a vested interest in students from Deerfield doing well.

K. Verville asks what is the unmet need that makes this position necessary.

Ms. Sherman states that the need comes from the fact that there is not any one position that has time to review curriculum, looking standards, kids transition from grade to grade, analyzing test results.

K. Verville asks if those needs are not being met in the Deerfield School District by the Curriculum Review Board that diligently goes through and curriculum in the district to make sure that they align with the Common Core State Standards.

Ms. Sherman agrees that this is the case but that the Curriculum Coordinator would also be reviewing the curriculum and standards throughout the SAU.

K. Verville responds that since the Deerfield School District does not send to the high school within the SAU, how has it been determined that the Deerfield School District needs this position in order to meet the state standards. The alignment to Common Core began in 2010 and through the stipended position, the school district has been able to align itself.

Ms. Sherman offers to bring the job description to the next MBC meeting.

K. Verville asks if this position is in the default budget.

Ms. Wheeler responds that this position is in the default budget because the SAU budget has been voted on and it is an obligation.

K. Verville states that there is a 12% increase in the SAU Management Services year on year he asks how much of that \$35,924.48 increase is reflected in this position.

Ms. Sherman replies that Deerfield's share is nearly 20%.

Z. Langlois states that it is approximately \$28,000.

K. Verville states that approximately 2/3 of the increase in this line is due to Deerfield's portion of an SAU shared position. Therefore, without the addition of the Curriculum Coordinator the increase would have only been approximately 4%.

Z. Langlois agrees that this is correct.

Vice Chairman von Hassel asks where the need for a curriculum coordinator came from.

Ms. Sherman states that there is an Executive Board comprised of one school board member from each town. It was then brought to the full SAU Board which includes all board members throughout the district. It was approved at this level.

K. Verville asks if there was any public input in or out of the meeting expressing agreement or concern.

Z. Langlois states that he was not contacted by anyone in regards to this position.

Mr. Deely states that he was not contacted by anyone in regards to this position.

K. Verville asks if anyone spoke out at the school board meeting either for or against this position prior to its approval.

Mr. Deely states that he does not recall but he does not recollect anyone speaking against this position.

K. Verville asks what the intention for the \$8000 in line 219 Equipment Replacement.

Z. Langlois states that it is for a floor buffing machine.

K. Verville asks about line 257 Non-certified Increases. There is a 170% increase.

Mr. Deely replies that this line is Board voted increases for non-salaried employees.

Ms. Wheeler states that this increase would not be included in the default.

K. Verville asks if it was a flat increase across the board or if it was scaled by person.

Mr. Deely states that it was pool that allowed for a percentage increase of 3% and there was also discretionary money that allows for managers to award additional increases.

Ms. Wheeler states that there was a 2-3% increase for the current fiscal year.

K. Verville asks for a history of the pay increase rate for this line over the past five years.

Ms. Wheeler agrees to provide this history.

K. Verville asks for clarification about the 72% increase in the Transfer to Food Service.

Ms. Wheeler replies that this money is to offset the Food Service budget. Information is provided on page 9. It is anticipated that revenue will go down from this year. There have been health insurance increases as well as some other requests from the staff. The district is working with the Food Service to make sure that they use their supplies to the best of their abilities. They are also using a food service buying group which is from a bid that was set up through the state of NH. The vendors have changed for next year and therefore should be able to utilize it more effectively.

K. Verville asks what percentage of students qualify for free and reduced lunch.

Ms. Wheeler states that she does not have that information with her but she will provide it.

K. Verville suggests looking at page 15 for an overview.

Mr. Yergeau has provided a chart that includes this number of students this year in each individual class. Assuming that all students move forward to the following grade which is shown in the next columns and shows the scenarios of how many students would be in each classroom based on the number of classes per grade. There is a notation of his recommendation. There is also a notation for the School Board's recommendation.

K. Verville asks that Mr. Yergeau add the state recommendation for each grade level.

I. Scott asks that Mr. Yergeau add the average class size for non-government schools nationwide.

Z. Langlois states that he is not sure that this is applicable.

I. Scott states that the information is pertinent due to the new Secretary of Education who will be pushing privatized education in this country. We need to know this number to be a step ahead.

K. Verville responds that the person likely to be nominated is more a proponent of charter schools in her home state rather than privatization of education.

A. Robertson makes a point of order that historically requests are not made by individuals but rather by the Committee. There is a motion and then a vote whether to make the request or not.

Vice Chairman von Hassel notes the point of order and states that it would be too difficult to go back to requests already made but that this can be the method going forward.

Motion: K. Verville moves to request that the School District add in the information about the

state recommendations of class sizes.

Second: A. Robertson

Mr. Yergeau states that he does not believe that the state provides recommendations for class sizes but rather maximum limit of class size.

K. Verville states that those numbers would be fine.

Vote to request that the School District provide the state recommendations of class sizes. Yay: 9, Nay: 1, Abstained: 0 – Motion Carries.

Mr. Yergeau states that the chart does not indicate which teachers would be teaching what next year. It is just a representation. Existing staff would be moved around as needed.

The bottom of the sheet shows how many students there are in each class. There are eight teachers listed in this information. This does not mean that there are 19 kids in every class. Some classes may have 10 and some may have 25.

Mr. Yergeau states that the numbers used for Kindergarten next year is 15 kids in four classrooms. This is slightly less than that and a few years ago, numbers were higher.

K. Verville states that procedurally if member have questions between now and the next meeting, they are to be sent to the Chair and he forwards them to the appropriate individuals.

Vice Chairman von Hassel states that should be the procedure again this year.

K. Verville thanks the professional staff for attending tonight and providing well thought-out and thorough responses.

Z. Langlois states that there has been considerable discussion regarding page 4 line 39 General Supplies. There is a series large folder available with all of the individual requisitions. Members are welcome to speak with Ms. Lafond at the school to review this information.

K. Verville there was as request by this committee that the General Supply line be split in to two lines. He states that he is aware that Mr. Spillane has received a legal opinion and it will be discussed at the next meeting.

Mr. Deely acknowledges that this was a request made by the MBC to the School Board. The School Board did not understand the need to add an additional General Supply line when one already existed. As Mr. Langlois stated the district is happy to share the individual requisitions with members of the committee. The request for the letters that went home from the teachers to the students caught the Board by surprise because that it is a personal letter between the teachers and the students. It contains a lot of personal information. There is also a folder containing portions of these letters pertaining to supply requests. The Board is happy to share the specifics from each letter even though it does not contain the costs associated with these supplies. The Board did not want to disclose too much detail of letters between the teachers and the students.

K. Verville states that although the letters may be addressed to the students, the students are not expected to be able to purchase these materials themselves and therefore the letter pertaining to the supplies is really intended for the parent or guardian. The School Board has decided not to fund student supplies and instead has chosen to request that these be purchased by the parents. That is their prerogative to have this policy. He comments that he did not request nor does he recommend the addition of the new line however this line tends to be a catch-all for anything consumable. The argument has been made that

direct student consumables- pencils, paper, protractors, rulers are different from non-direct student service consumables such as overhead projector bulbs, replacement batteries for mice, and mice. The requesters were looking to differentiate between these types of consumables.

Vice Chairman von Hassel states that the additional \$25,000 was added to the budget to start the school year with supplies for the classroom and supplement for students who are unable to provide these. The idea with the second line was to split out those student-consumables to have the money used for this.

Z. Langlois states that the original \$34,000 worth of supplies were still needed.

K. Verville states that the intent of the \$25,000 was for direct-student services. The School Board chose to follow policy to send letters home requesting direct-student service items instead of using the \$25,000 to cover those items.

A. Robertson excuses himself from the remainder of the meeting for his wife's birthday.

Z. Langlois asks if the Committee would like the supply lists that have been pulled from the letters.

K. Verville states that this has been a long outstanding request that has never been answered. At last request, the response was that they would not provide the requested information. If the School Board has information that they think would satisfy the discussion, they should provide it.

Z. Langlois confirms that the Committee would like the supply lists that have been pulled from the letters.

8. Citizen's Comments

Ms. Harriet Cady states that in her fifteen years of serving on budget committees equalized value is used to set the SAU budget, the county, and now the School Board Association and the NH Municipal Association. In Deerfield \$705 is paid per student. In Pembroke \$550 is paid per student and other three towns pay a lot less. Deerfield is picking up the bigger share of the cost. The only way to avoid this is to speak up against expenses such as a Curriculum Coordinator but how is one supposed to do that when there is no notice of the meetings given.

She recently attended a Supreme Court Case where judges could not believe that a school board member couldn't have information because the other members on the board voted against it. When people are elected by the citizens that member has the right to make requests on behalf of the citizens and no Board can put limits on what an individual can request. The state Department of Education has approbatory 120-130 statistics. One of those static is what Mr. Scott requested. The minimum standard that a 900-square foot classroom can accommodate 25 pupils. In 1991 over 587 pupils attended the Deerfield Community School. There was no kindergarten or Preschool.

The Office of State Planning stated that the statewide we are down 2500 Kindergarten pupils. There was not a \$12,000 study needed to find this out. This information is available. Ms. Cady is pleased to hear that the school will get a new roof but the people planned for that and created a trust. As was stated tonight there is \$180,000 in the trust. A few years ago, \$57,000 spent on removing carpeting and replacing it with tile. Another good plan is to pave the parking lot which will cut down on the wear of the tile by not tracking in gravel.

A quick link on the town website for the Executive Board meeting and the SAU School Board meeting is important so that citizens can keep track of what is going on. Instead of asking the Concord Curriculum Coordinator to come to our school, they want us to pay for someone else to be the Curriculum Coordinator.

Z. Langlois replies to the questions in the previous Citizens Comments pertaining to Telephone and

Communications. Originally the plan ahead been to spread out the costs over a three-year period. When the cost came in, it was \$34,00 to be paid in one year.

Ms. Hott-Hillings states that the information provided tonight is very important and should be made available prior to the deliberative session. She also comments that she was unaware that there was another budget committee where citizens can have input. She was not aware of discussions pertaining to a Curriculum Coordinator and she had been would have asked how can the School Board continue adding to the Administrative level.

Z. Langlois invites Ms. Hott-Hillings to attend the School Board meeting because it would be helpful to the School Board for citizens to attend so that they can know how the citizens feel.

K. Verville states that the Curriculum Coordinator discussion was not on any notice it was brought up under a header that appeared on the meeting agenda. He happened to attend this meeting where he and another citizen voiced concerns. He does not recall any vote to approve the Curriculum Coordinator.

Ms. Cady states that she is upset that Mr. Langlois and the Board do not seem to understand that the School Board represents the citizens.

9. Adjournment

Motion: K. Verville moves to adjourn

Second: Z. Langlois

Vote to adjourn: Yay: 9, Nay: 0, Abstained 0: - Motion Carries

Next Meeting: Tuesday December 20th, 2016 at 9:00am