

WILTON-LYNDEBOROUGH COOPERATIVE SCHOOL BUDGET COMMITTEE

Location: Wilton-Lyndeborough Cooperative School – Media Room: 6:30 P.M.

November 14, 2012

FINAL MEETING MINUTES JOINT MEETING BUDGET COMMITTEE AND SCHOOL BOARD

Budget Members Present: Chair Don Davidson, Vice-Chair Dave Roemer, Bill Ball, Leslie Browne, Karen Grybko, Ellen Pomer, Mark Whitehill, Secretary Dawn Tuomala.

School Board Member(s): Harry Dailey, Matt Ballou, Francis Bujak, James Button, Joyce Fisk, Dion Lewis, Alex LoVerme, Carol LeBlanc

Attendance:

Interim Superintendent Dr. Donald LaPlante, Business Administrator Lisa Ambrosio, Director of Student Support Betty Moore, Principal Brian Bagley, Principal Sue Tussing, Principal Kenneth Griffin, Administrative Assistant Kristina Fowler

The Agenda was as follows:

1. Call Budget Committee Meeting to Order – in Media Center
2. Public Comments
3. Action Items
 - a. ABA Therapists
 - b. Budget 2013-2014
4. Nominate Leslie Browne to Superintendent Search Committee
5. Other Business
6. Adjourn

1. Call Budget Committee Meeting to Order – in Media Center

Chairman Davidson called the meeting to order at 7:00 PM for the Budget Committee.
Vice-Chair Harry Dailey called the meeting to order at 7:00 PM for the School Board.

2. Public Comments – None at this time

3. Action Items

a. ABA Therapists

Jennifer Campbell, a Board Certified Behavior Analyst (BCBA) came on board this year as part of Phase I restructuring. She is part of the team including an Occupational Therapist, Physical Therapist etc. who are working with the students. This year at FRES they have created space for suspended equipment, space for one on one, a conference room for team meetings along with room for clinics and staff trainings. First Grade Teachers have attended Autism Spectrum workshops, and have the use of Ipads and Promethean Boards. As part of Phase II they would like to create a new position known as an ABA therapist for next year. As driven by a student's IEP requirements, it is anticipated that will be the need for 3 ABA therapists next year to be able to provide in-house services.

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Ms. Campbell has been making home visits and working with Autistic Bridges. She has met with parents in preparation for transitioning of the students from Autistic Bridges to an in-house program. She has developed plans for each individual to phase out Autistic Bridges. The new position is year round and is more extensive than para-professionals. They will be one on one with students, helping them at home, teaching them daily living skills, while using their natural environment and integrating them into everyday activities. The classroom curriculum many need to be modified as necessary to accommodate needs. Data will be collected on a daily basis, then graphed data in the book and in the encyclopedia. Autistic Bridges charges \$80,480 per year for each person needed. Looking at the same hours with benefits the total amount for the same in-house position would be \$51,342.75.

This is the next stage of transitioning the students from bridges to in house. Meetings with parents have been very positive. Bridges will be completely phased out for two students by the first of year. Transition for the other student will be by the end of the school year. The programs are based on the intensity of services needed by each student.

Line Items in the budget show different numbers due to the fact that they are asking for three other therapists in that line item not just the one as shown in the example. Three positions will be needed to meet the needs of the Students who require one on one. The comparison will be \$240,000 presently paid to Bridges verses a proposed budget of \$153,000 to provide services in house. They are planning on offering a single benefit plan to the ABA's; there are different positions in the district that have a different percentage per different plans so this is not a new concept. This might change depending upon what is going to happen with Obama care.

The ABA program, as a whole, continues to grow, with an estimated one in 88 students having autism. The majority of students with autism are those who are very young and then there are a few others sprinkled throughout the district. We need to develop a program otherwise we will be vulnerable to out of District Costs. This could also become a significant revenue stream in the future. We could share the different programs with other school districts within a reasonable distance from us. Overhead costs could be added to the fees to help reduce our costs. Collectively there will be even larger savings with in-house staff as we won't need transportation. If we don't go forward with this change in the program then the budget will go up significantly.

We have already seen a savings this year by having the BCBA therapist. The additional three ABA therapists will complete Phase II of the transition. There was discussion on whether these should be put on as a warrant article but the School Board is obligated to provide SPED no matter which avenue is chosen. The BCBA was presented last year and this is just a continuation that is required. Presently we are spending over \$30,000 extra per student going out of district verses what we could do it for providing the services in-house. It was stated that is shouldn't go on a warrant article when the School Board doesn't have an option but to provide the services. Mr. Roemer stated that it would be helpful if we could have a total cost with everything that is provided compared to how much it will cost in-house in the future. The School Board needs to take a vote on this position.

Motion was made by Mr. Lewis to support the 3 new ABA positions; motion seconded by Ms. Fisk; Discussion about the amount of ABA's required and that the Administration is still anticipating there will be the need for three next August. No further discussion, the vote was called 6 in favor; one no; Motion passes.

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b. Budget 2013-2014

Dr. LaPlante began by stating that the process started back in the summer by talking with everyone. He had conveyed the Budget Committees recommendations to the principals about 6 weeks ago. They did a very good job coming in with level funded or less. The other unknown items as previously discussed are not included right now. Items such as the Affordable Health Care Act will have an impact for those working 30 or more hours per week. Employees working more than 30 hours per week must be provided with affordable health care not exceeding 9.5% of the family income in order to be considered affordable. Failsafe is that it can't exceed 9.5% of the employees pay since the District doesn't know the family income. Penalties will be assessed if affordable health insurance is not provided. Interpretations of the law will have to be made before any more information can be provided. The penalties could be quite severe and we don't know what it will mean for us.

One option would be to have as many employees as possible to work less than 30 hours per week. This would affect the SPED children the most as they might end up with more than one aide and it is very difficult for them to deal with just one person let alone several. An insurance estimate came in today that was \$45,000 less than anticipated. The bottom line in the budget indicates a 0.47% increase. Dr. LaPlante Thanked the Principals and Directors for getting the numbers that they gave and all of their hard work.

Ms. Ambrosio stated that the new sheet has been changed to reflect an increase to 0.87%. There is less revenue coming in, grants amounts are decreasing. If Title 1 drops off to extent shown then we can't cover the director. Since we have a school that is In Need of Improvement, extra funds have been set aside. The State of New Hampshire is asking for a waiver to be able to use those funds. We have had REAP funding but it will go away with our consolidation so there will be none next year. This is a Forecast of what is going to happen. She matches services to the money that comes in so it doesn't impact the revenues at all.

A Majority of the budget is due to changes of salaries and benefits and New Hampshire Retirement Fund. Everything in budget for the District is managed through object codes as presented. There are many pieces of the pie; 21% of budget is for benefits; SPED is 20% and regular Education is 29% are just a few.

Items 1100/1260 have seen a large increase in salary due to the 3rd year of the Collective Bargaining Agreement. The 3rd year is going to be a 45% increase in the collective bargaining. The NH Retirement Fund has increased 11.3 to 14.14% for a total of 31.5%, an increase of \$98,922. Medical will have a 3.0% increase instead of the originally estimated 7%. Dental has been put in at a 3.1% increase.

The Computer Instructional Aide was reinstated by the School Board and money will be transferred back in for it. There was a vacant kindergarten aide position that has not been filled and won't be in the future. There was a decrease in middle school books, to offset an increase in LCS for Grade 5 Reading materials. There was a shift from function 1100 to 2844 for various computer software and services. There are computer replacements to be done per schedule.

Item 1200 for SPED teacher salaries has a decrease for Public and Private Out of District Tuitions. There is an increase on middle school side but decrease in elementary and an aide reduction also. The summer contracted reading program has increased. The big question for the negotiations with paras, part time custodial and regular aides is the strategy for healthcare. About 30 people will be affected. Options such as reducing hours to no more than 30 hours per week will be considered.

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Item 1300 for the Vocational Aides is projected to be flat.

Item 1400 Co-curricular the student body activities has a slight increase of 1.84%. There has been a slight realignment between academics and athletics. The budget didn't include some sports positions filled; there are no increases in salary. NHIAA dues, is a flat fee for sports and it will be increasing slightly.

Item 2100 is the Support Services, Guidance and Counselors area will increase by 5.85%. The Guidance Salaries were increased even though there was a budget cut of \$10,000. Nurse salaries were increased due to Collective Bargaining Agreement.

There is an increase change of 8.76% in SPED Support Services with the realignment of \$80,000 for Applied Behavior Analysis. An alignment and a shift in the numbers for psych savings resulted in a reduction of \$40,000 and a \$37,000 reduction for the Coordinator. Different needs for IEP driven services specialized and tiered instructional needs.

Items 2200/2124/2119 for Library, PK Coordinator and Title I Director will be decrease by 24.43%. There was a significant decrease in Elementary Library books. A reduction for Title I of \$30,000 by the board is to be funded entirely on the grant. There was also a realignment from teacher PD to tuition reimbursement. There has been a shift in teachers going on for higher degrees allowing us to pay in advance for them to go, so there is an increase.

Items 2300/2500/2999, had a 2.60% increase for the School Board Clerk to be properly budgeted. Salaries have been increased. Administration raises not budgeted for and a change in personnel with anticipated health benefit costs have also added to the increase.

Items 2300/2290 increased by 17.93% for SPED Management etc. There was realignment from MS/HS Services Coordinator function 2113 to District Coordinator increasing by \$34,000. Along with a change in personnel salary and anticipated health insurance benefit elections has increased the budget by another \$10,000. NHRS rate increase for non-certified is up from 8.8 to 10.77% totaling 23.39%. Administrative raises were not budgeted.

Item 2400 School Administration, includes Principals and Secretary Salaries, office supplies and equipment and graduation has an anticipated 9.29% increase. The School Board has voted to remove the Principal, that was taken out of the budget for this year (but was reinstated), resulting in a \$80,000 reduction. An Elementary School Secretary Salary was decreased for FY13 for \$34,000 but will be increased FY 14 to \$57,000. There will also be an employee change from part time to full time requiring health insurance and NHRS. There is a large increase in NHRS and raises totally \$10,000 and on other EEs both teacher and non-certified personnel.

There is a reduction due to the new phones. Some of the equipment is not being replaced. This budget reflects only one Elementary Principal. Compared to this year budget, a transfer will be made coming from other savings such as the fuel oil since we were fortunate that it came in at a lower rate. The electric supplier has been changed for an electric reduction. Ms. Ambrosio will keep track of all of the transfers made to cover all those items that were not in the budget for this year. There won't be a deficit showing in the bottom line since there are known places to take the money from.

Item 2600 was reduced by 1.63%. This function is for the plant operations including Custodial salaries, utilities, liability insurance and building maintenance. A medical amount was put in but by

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error it wasn't prorated so there is a reduction of about \$14,000. There will be Playground and equipment needs at LCA including a tractor for plowing snow in house that has been budgeted for. There have been vendor issues not being able to keep up with the snow removal. The cost of the tractor is under the \$20,000 that is typically the threshold viewed as a consumable and therefore is not placed on as a Warrant Article.

A portion of the phones and the water rates are going up and the oil rate was estimated assuming no increase in usage. There will be a 7% increase due to a revaluation on CAP & P&L. Utilities services are forecasting a reduction but state has projected a 5% increase. SAU rent has a 5% increase projected as they are in year 3 of a 3 year contract and are looking into new spaces for rent.

Item 2700 has a 3.97% increase in regular Ed Transpiration. This will be year 3 of a 3 year contract resulting in a \$10,500 increase. There is an anticipated slight increase for environmental camps. The Vocational Ed is in the second year of a 3 year contact. Athletics does not anticipate a change in scheduled events.

Item 2700 for SPED Transportation shows a reduction of 44.19% due to the anticipated reduction in Out of District placement. They are in year two of a three year contract.

Item 2800 Technology, Director & Coordinator salaries, health insurance and NHRS show a 11.54% increase. This was due to a change in personnel and a realignment of maintenance service expense at FRES. No raises from last year to this year that have been budgeted. AVG & Microsoft license renewal of \$1,000 and 2 laptops at LCS and upgrades at FRES for \$5,000.

Item 4600 Facilities Improvements were the amounts charged totally to Wilton residents.

Item 5100 Debt Service has gone down by 3.78%

Item 21/52221/51 Food Service has been held flat. Being a participant in NH Buying Group is expected to improve food costs. Maintenance Infrastructure Improvements were added to the General Fund.

Fund 06 - Grants has a large decrease of 17.23% in Gross Budgeting. Can only transfer a certain amount or we will get penalties.

Ms. Ambrosio will put the presentation on the web site. There was more discussion on Obama care and the possibility of putting together some rough calculations to offer a minimal insurance policy to the 30 people have an impact of 2 to 2 ½%. There will be 2 levels of penalties the first 30 are exempted and it is very convoluted to try to figure out. We will look at other options what make the most sense before a decision is reached. We will be trying to share information with others but right now no one knows for sure.

Add \$86,000 for the reduction that should have already made last year but last year the board decided to continue the position instead of reducing the budget. The funding is short due to keeping the additional principal.

On behalf of the School Board, the principals and SAU have put many hours of very hard work putting this budget together, And Thank You. The Budget Committee is also very grateful for all of the hard work that they have done to date.

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4. Nominate Leslie Browne to Superintendent Search Committee

Motion was made by Mr. Whitehill to have Leslie Browne represent the WLC Budget Committee on the Superintendent Search Committee; motion was seconded by Mr. Roemer; 7 in favor, one abstained; motion passes.

5. Other Business

There was discussion regarding future meeting dates, including joint meetings. Both the School Board and the Budget Committee need to review and digest the proposed budget. Then questions and comments need to be submitted to the Administration prior to our getting back together. It was determined to have the next Joint meeting on December 5th. The Budget Committee questions should be submitted by November 28th.

Ms. Ambrosio had a question for the School Board in regards to the motion to amend the Articles of Agreement allowing them to move students between schools as they feel is needed. Mr. Bujak added that they will not be changing the process of Capital Expenditures and procedures. The Attorney had questions at first glance. Who would have the authority and how would they manage it.

Capital expenditures will remain the same for a certain amount of time until the elementary buildings were deemed of equal value. The suggestion was made to perhaps have the attorney attend the next School Board Meeting so that there isn't a middle man and that questions can be asked directly. This way the draft comments can be made and any revisions added to it. When asked what The Budget Committees position was and Mr. Davidson explained that the Budget Committee has already been on record for wanting the general principle of the change. The next School Board meeting is on November 27th.

6. Adjourn

A Motion was made by Mr. Ballou to adjourn the School Board portion of the meeting; motion was seconded by Ms. Fisk; all in favor, motion passes. The School Board portion of the meeting was adjourned 8:24 PM.

The next WLC Budget meeting will be on November 28, 2012 at 7:00 PM location Media Center. The next Joint Session is Scheduled for December 5th.

A motion was made to adjourn the meeting by Mr. Whitehill and seconded by Mr. Roemer; all in favor. The School Budget Committee was adjourned at 8:26 PM.

Respectfully Submitted,

Dawn Tuomala, Secretary