

**Minutes
Nottingham Budget Committee
School Budget Public Hearing
January 15, 2014**

Members Present: Chet Batchelder, Donna Danis, Anthony Dumas, Korey Ferland, Michael Koester, James O'Brien, Jackie Snow, Jeff Wheeler, Mark Carpenter – BOS Representative, Susan Levenson for Peter Perron – School Board Representative

Excused Absences: Jason Marcotte, Peter Perron

Other in Attendance: Secretary Dawn Wirkkala, Marjorie Whitmore, Robert Gadomski, Michelle Carvalho, Scott Reuning

Chair Batchelder called the meeting to order and introductions were completed. Chair Batchelder reviewed the hearing process, with a detailed presentation of the proposed fiscal year July 1, 2014 to June 30, 2015 school budget with the opportunity for public comments and/or questions; committee member final budget review, discussion and motioned/voted amount changes to individual account lines, and final committee member recommendation votes on the total proposed budget and each warrant article. The next step in the budget process will be the formal Deliberative Session with the School Board at the Nottingham School on Wednesday, February 5 at 6:30 pm.

Chair Batchelder reviewed that the Budget Committee started the budget process several months ago, and the largest two items of the budget is salary and benefits of staff with the second highest being High School tuition. There are a total of 516 K through 8th grade students and a total of 96 Dover High School and 118 Coe Brown 9th through 12th grade students. There were many changes to the budget worksheets, providing significantly more information and breakdowns of actual budgeted amounts. Items previously grouped together, have now been separated and detail the proposed budget for each individual account section, such as regular education, special education, guidance, etc. Chair Batchelder requested input from the committee members if they felt additional information was needed.

SCHOOL BUDGET PUBLIC HEARING: Chair Batchelder opened the public hearing.

Chair Batchelder stated his line by line review of the budget will provide detailed review of each line item. Chair Batchelder stated there is a significant change in how the budget forms are presented this year, as the benefits and taxes are included within each of the account sections instead of being lumped together for all staff members.

Account #	Account Name	2014/2015 Budgeted Amount	Difference from 2013/2014 Budget
01-1100-5110-000	Teacher Salaries (34 certified teachers)	\$1,893,846.00	\$3,674.00
01-1100-5112-000	Permanent Subs	\$34,220.87	\$332.33
01-1100-5120-000	Substitute Teacher Salaries (based more on actual expenditures)	\$37,000.00	-\$5,400.00
01-1100-5211-000	Health Insurance (Cert & Non-Cert)	\$480,118.13	- \$221,880.67
01-1100-5212-000	Dental Insurance	\$16,870.20	-\$5,979.68
01-1100-5213-000	Life Insurance	\$1.00	\$0.00
01-1100-5214-000	Disability Insurance	\$2,967.24	\$224.78
01-1100-5219-000	Section 125 Fees	\$1,500.00	\$0.00
01-1100-5220-000	FICA	\$151,551.61	\$2,439.61

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01-1100-5232-000	Retirement (Cert)	\$268,168.59	\$2,862.36
01-1100-5250-000	Unemployment Comp	\$7,349.40	\$0.00
01-1100-5260-000	Workers Compensation	\$4,522.03	\$0.00
01-1100-5290-000	Insurance Buy Out	\$16,000.00	-\$650.00
01-1100-5313-000	Criminal Record Checks	\$257.50	\$0.00
01-1100-5430-000	Repairs and Maintenance	\$350.00	\$0.00
01-1100-5442-000	Contracted Services	\$18,864.00	\$264.00
01-1100-5561-000	Tuition Dover & Other Public Schools	\$1,122,432.00	-\$25,278.00
01-1100-5563-000	Tuition Coe Brown	\$1,667,694.00	\$38,792.00

Chair Batchelder stated there are more and more students attending Coe Brown instead of Dover. The current Dover tuition rate is \$11,066.00 and there is a projected 5% increase for the proposed 2014/2015 budget year, of \$11,619.00 and an estimated 97 student enrollment. Coe Brown tuition is set at \$14,133.00 with an estimated 118 student enrollment count.

01-1100-5610-000	General Supplies	\$22,258.96	\$708.34
01-1100-5610-008	Art Supplies	\$3,680.10	\$1,079.72
01-1100-5610-015	Lang Arts Supplies	\$799.54	-\$882.46
01-1100-5610-018	Health Supplies	\$345.44	-\$105.56
01-1100-5610-023	Math Supplies	\$393.01	-\$606.59
01-1100-5610-024	Music Supplies	\$3,826.20	\$657.20
01-1100-5610-025	Physical Education	\$1,041.40	-\$29.08
01-1100-5610-026	Testing Supplies	\$8,010.61	\$1,062.93
01-1100-5610-027	Reading Supplies	\$0.00	-\$1,724.07
01-1100-5610-029	Science Supplies	\$2,533.20	\$150.20
01-1100-5610-030	Social Studies Supplies	\$300.00	-\$133.88
01-1100-5610-031	Computer Supplies	\$3,500.00	-\$800.00
01-1100-5641-000	Classroom Reference	\$1,807.10	\$1,207.10
01-1100-5643-000	Classroom Workbooks	\$15,340.73	\$5,056.08
01-1100-5644-005	Classroom Periodicals	\$2,707.89	\$1,345.95

Chair Batchelder stated the supply lines purchase new and replace used and consumable workbooks and supplies needed for grades 1 through 8; the Common Core Program has required supply replacements and updates. Chair Batchelder indicated Classroom Periodicals increased by a \$545.00 and is the only item changed between the prior version and the final version. Ms. Carvalho indicated they are periodicals received over the entire year covering real world mathematics.

01-1100-5645-000	Classroom Textbooks	\$0.00	-\$48,500.00
01-1100-5645-015	Classroom Textbooks: Lang Arts	\$20,452.49	\$20,452.49
01-1100-5645-029	Classroom Textbooks: Science	\$30,144.88	\$30,144.88
01-1100-5645-030	Classroom Textbooks: Social Studies	\$22,021.68	\$22,021.68

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Chair Batchelder indicated new text books will update materials for the transition to the Common Core Program as well as replacing books that are up to ten years old. Committee members asked if the proposed Operating Budget did not pass and the Default Budget is passed, is there an additional Warrant Article to cover the requested purchase of replacement textbooks. Similar to the prior year budget process, if the Operating Budget is passed the Warrant Article would become null and void.

01-1100-5731-000	New Equipment	\$0.00	-\$234.23
01-1100-5735-025	Phys Ed – Replacement Equipment	\$259.67	\$259.67
01-1100-5810-000	Dues and Fees	\$134.00	-\$45.00
REGULAR EDUCATION TOTAL		\$5,863,269.47	-
			\$179,540.90
01-1200-5110-061	Special Education Teacher Salaries	\$264,257.00	\$10,348.00
01-1200-5111-061	Special Education Coordinator	\$29,580.00	-\$29,580.00
01-1200-5112-061	SpEd Paraprofessional Salaries	\$374,759.13	\$32,048.13

Chair Batchelder stated any contractual/collective bargaining agreements reflect the agreed upon contract changes; the teacher contract expires in 2015 and a new contract will be negotiated. Chair Batchelder stated there are 21 paraprofessionals providing academic, behavioral and speech language programs supports which are part of a sub-contract which expires in 2016.

01-1200-5115-061	SpEd Secretary	\$17,004.36	\$6.06
01-1200-5120-061	Substitute SpEd Salaries	\$10,000.00	\$5,500.00
01-1200-5120-202	Extended School year program	\$22,000.00	\$6,000.00
01-1200-5211-061	Health Insurance	\$150,894.87	-\$8,933.00
01-1200-5212-061	Dental Insurance	\$5,999.81	\$1,374.11
01-1200-5214-061	Disability Insurance	\$1,479.24	\$258.62
01-1200-5220-061	FICA	\$54,475.69	\$2,145.08
01-1200-5232-061	Retirement (Cert)	\$37,418.79	-\$6,911.73
01-1200-5290-061	Buy Out	\$15,000.00	-\$500.00
01-1200-5322-061	Teacher of the Deaf	\$2,000.00	-\$22,145.00
01-1200-5561-061	SpEd Tuition – Other Public Schools	\$160,000.00	\$115,000.00
01-1200-5563-000	SpEd Tuition preschool	\$172,405.79	\$20,621.46
01-1200-5563-061	SpEd Tuition Coe Brown	\$45,171.00	\$5,271.00
01-1200-5569-061	SpEd tuition Non-public Schools	\$340,000.00	-
			\$149,000.00

Reduction in the salary for the Teacher of the Deaf is based on current education plan needs.

The Special Education Tuition lines include both the salary and student tuition. The lines include a 1 to 1 para professional for one Coe Brown student and 5 para professional staff members at Dover High School, per tuition agreements.

The decrease in Special Education Tuition Non-public Schools is a shifting of expenses from one line into multiple lines. It is now broken out into the school specific Special Education Tuition lines, and helps to clarify

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the actual expenses per school.

Chair Batchelder indicated the increase in preschool expenses reflect actual estimated usage and expenses for students in Nottingham.

01-1200-5610-000	Special Education Supplies	\$1,739.78	\$1,739.78
01-1200-5610-061	Lang Arts – Reading Supplies	\$0.00	-\$588.04
01-1200-5640-061	Testing Supplies	\$359.94	\$200.54
01-1200-5642-061	SpEd Classroom Supplies	\$0.00	-\$1,348.46
01-1200-5645-061	SpEd Classroom Textbooks	\$1,047.75	\$774.75
01-1200-5650-061	SpEd Software	\$2,009.80	\$309.80
01-1200-5731-061	New Equipment	\$0.00	-\$1.00
01-1200-5733-061	New Furniture	\$0.00	-\$42.90
01-1200-5735-061	Replacement of Equipment	\$0.00	-\$248.00
01-1200-5737-061	Replacement of Furniture	\$246.00	\$246.00
01-1200-5810-000	Dues & Fees	\$125.00	\$125.00
SPECIAL EDUCATION TOTAL		\$1,707,973.95	-\$17,231.79
01-1299-5810-000	Cost of Medicaid Admin Fee	\$4,270.45	\$4,270.45
MEDICAID TOTAL		\$4,270.45	\$4,270.45

Chair Batchelder stated the projected Medicaid revenue is \$46,167.00 which has a 9.25% processing fee on the amounts collected and not billed.

01-1410-5110-028	Co-Curricular	\$10,000.00	-\$1,600.00
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Co-curricular activities are identified by the Master Agreement and include Band, Chorus, Art and afterschool homework support.

01-1410-5111-028	Summer Institute Salary	\$3,000.00	\$0.00
01-1410-5220-028	FICA	\$994.50	-\$122.41
01-1410-5231-028	Retirement (Non-Cert)	\$0.00	-\$141.60
01-1410-5232-028	Retirement (Cert)	\$1,840.80	\$1,026.60
01-1410-5610-028	Summer Institute Supplies	\$460.00	\$0.00
01-1410-5810-028	Co-Curricular Dues & Fees	\$840.20	\$840.20
CO-CURRICULAR SALARIES TOTAL		\$17,135.50	\$2.79

01-1420-5110-028	Athletic Salaries	\$17,000.00	\$2,000.00
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Athletic Salaries include stipends for athletic program staff identified under the Master Agreement and increases are due to the approved bargaining agreement.

01-1420-5220-028	FICA	\$1,300.50	\$152.50
01-1420-5231-028	Retirement	\$2,407.20	\$1,982.40
01-1420-5232-028	Retirement	\$0.00	-\$424.80
01-1420-5330-028	Officials – Umpires Referees	\$3,720.00	\$200.00
01-1420-5430-028	Repairs and maintenance	\$0.00	-\$95.50
01-1420-5500-028	Contracted Services – Special Events	\$285.00	-\$8.55

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01-1420-5610-028	Athletic Supplies	\$1,869.13	\$295.13
01-1420-5735-028	Replacement Equipment	\$95.50	\$95.50
01-1420-5739-028	Replace Other	\$1,415.00	\$1,163.00
01-1420-5810-028	Dues and Fees	\$400.00	-\$1,030.00
ATHLETIC TOTAL		\$28,492.33	\$4,329.68
01-2120-5110-017	Guidance Salaries	\$98,285.00	-\$25,380.00
Guidance salaries include one full time and one part time guidance counselor. The planned retirement of one individual, typically allows for a lower salary replacement.			
01-2120-5211-017	Guidance Health Insurance	\$33,102.51	\$33,102.51
01-2120-5212-017	Guidance Dental Insurance	\$816.30	\$816.30
01-2120-5214-017	Disability Ins	\$183.71	\$21.95
01-2120-5220-017	FICA	\$7,518.80	-\$1,941.57
01-2120-5232-017	Retirement (Cert)	\$13,917.16	-\$3,593.84
01-2120-5250-017	Unemployment Comp	\$84.80	\$0.00
01-2120-5260-017	Workers Compensation	\$400.00	-\$137.00
01-2120-5610-017	Guidance Supplies	\$169.00	-\$10.07
01-2120-5641-017	Guidance Books	\$39.25	-\$58.65
GUIDANCE TOTAL		\$154,516.53	\$2,819.63
01-2130-5110-018	Nurse's Salary	\$69,687.00	\$14,930.00
The School Board approved an intent for an employee to retire in 2015 and the increase is due to retirement severance and reimbursement for unused sick time. The substitute nurse's salary includes hiring support staff for 18 days during annual health screening.			
01-2130-5120-018	Substitute Nurse's Salary	\$2,400.00	\$1,900.00
01-2130-5211-018	Nurse Health Insurance	\$16,860.29	\$16,860.29
01-2130-5212-018	Nurse Dental Insurance	\$544.20	\$544.20
01-2130-5214-018	Disability Ins	\$91.86	\$10.98
01-2130-5220-018	FICA	\$5,514.66	\$1,286.75
01-2130-5232-018	Retirement (Cert)	\$9,867.68	\$2,113.96
01-2130-5330-018	Contracted Services – Nurse	\$0.00	-\$1,875.00
01-2130-5331-018	Contracted Serv – Student Physicals	\$100.00	\$0.00
01-2130-5332-018	Contracted Serv – Staff Physicals	\$100.00	\$0.00
01-2130-5430-018	Repairs and Maintenance – Nurse	\$200.00	\$30.00
01-2130-5520-018	Nurse Malpractice Ins.	\$120.00	\$0.00
01-2130-5610-018	Health Supplies – Nurse	\$850.00	\$100.00
01-2130-5650-018	Computer Supplies	\$290.00	\$0.00
HEALTH TOTAL		\$106,625.69	\$35,901.18
01-2140-5310-061	Cost of Medicaid Administration	\$0.00	-\$4,813.00
01-2140-5336-061	Outside Evaluation	\$6,000.00	-\$2,000.00

The Cost of Medicaid Administration was moved to the correct account line of 01-1200-5810-000. Outside Evaluation provides student evaluation and consultations from outside evaluators for medical or psychiatric

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reasons.

Physical Therapy has been reduced based on current education plan needs for physical therapy, including direct services, consultation and evaluations, reflecting an approximate need of only 394 hours at a charged rate of \$73.13.

01-2140-5460-061	Contracted Services – ESL	\$1.00	\$0.00
01-2140-5461-061	SLC Membership	\$5,000.00	-\$726.00
01-2140-5462-061	OT	\$66,671.04	\$2,003.04
01-2140-5463-061	PT	\$18,500.00	-\$10,000.00

SPECIAL CONTRACTED SERVICES TOTAL \$96,172.04 -\$15,535.96

01-2150-5110-061	Speech Salary	\$115,990.00	-\$23,900.60
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Speech salary is for two speech pathologists and the assistant para professional salary was moved to the Special Education para professional account line. Speech Health has been broken out from regular education.

01-2150-5211-061	Speech Health	\$32,060.31	\$32,060.31
01-2150-5212-061	Speech Dental	\$1,088.40	\$1,088.40
01-2150-5214-061	Disability Ins.	\$183.71	\$65.43
01-2150-5220-061	FICA	\$8,873.24	\$116.01
01-2150-5232-017	Retirement (Cert)	\$16,424.18	\$7,317.42
01-2150-5250-017	Unemployment Comp	\$169.60	\$0.00
01-2150-5260-017	Worker's Comp	\$608.00	\$0.00
01-2150-5610-061	Speech Supplies	\$812.00	\$510.00

SPEECH TOTAL \$176,209.44 \$17,256.97

01-2210-5112-000	Curriculum Development	\$19,500.00	\$17,000.00
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It was determined with the introduction of the Common Core Program and upcoming Smarter Balanced Assessment Program need ongoing curriculum analysis, development and revision, aligning education efforts. The proposal supports a summer institute week for teacher and para professional teams to revise instructions including how students are assessed, providing them professional development opportunities. The increase pays teachers to attend the more intensive week to design and implement curriculum more effectively; needed more so with the change to the Common Core Program.

01-2210-5220-000	FICA	\$1,874.25	\$1,606.50
01-2210-5232-000	Retirement (Cert)	\$3,469.20	\$3,044.40
01-2210-5240-000	Course Tuition Reimbursement	\$20,000.00	\$2,000.00
01-2210-5319-000	Staff Development Stipend	\$5,000.00	\$1,500.00
01-2210-5322-000	In-Service Training	\$25,000.00	\$15,000.00
01-2210-5323-000	Staff Development Workshops	\$15,800.00	-\$450.00
01-2210-5641-000	Improvement of Instruction Books	\$1,350.00	\$1,350.00
01-2210-5810-000	Certification fees for 5 paras at \$25/ea	\$125.00	\$125.00

IMPROVEMENT OF INSTRUCTION TOTAL \$92,118.45 \$41,175.90

01-2212-5110-000	Curriculum Director Salary	\$65,000.00	\$65,000.00
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This is the only new position, approved by the School Board, and will provide leadership in the ongoing development and improvement of curriculum and the district instructional program, and will also serve as a High School liaison tracking student progress. Ms. Danis asked if the new position would become a collective

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bargaining positions and Ms. Carvalho indicated it would not.

01-2212-5211-000	Health Insurance	\$26,085.24	\$26,085.24
01-2212-5212-000	Dental Insurance	\$1,881.00	\$1,881.00
01-2212-5214-000	Disability Insurance	\$87.48	\$87.48
01-2212-5220-000	FICA	\$4,972.50	\$4,972.50
01-2212-5232-000	Retirement (Cert)	\$9,204.00	\$9,204.00
01-2212-5250-000	Unemployment	\$442.00	\$442.00
01-2212-5260-000	Workers Compensation	\$231.13	\$231.13
	INSTR. & CURRICULUM DEVELOPMENT TOTAL	\$107,903.35	\$107,903.35
01-2220-5110-009	Librarian Salary	\$59,207.00	\$1,000.00
01-2220-5111-009	Librarian Aide Salary	\$14,828.99	\$1,688.39

Mr. Carpenter asked about the increase for the Librarian Aide Salary. Ms. Carvalho indicated it is an increase in the number of hours that will be worked in addition to an increase in salary amount.

01-2220-5120-009	Librarian Substitute Salary	\$300.00	\$0.00
01-2220-5211-009	Librarian Health Insurance	\$22,761.39	\$22,761.39
01-2220-5212-009	Librarian Dental Insurance	\$54.20	\$54.20
01-2220-5214-009	Disability Ins	\$78.88	-\$31.04
01-2220-5220-009	FICA	\$5,744.08	\$262.99
01-2220-5232-009	Retirement (Cert)	\$8,383.71	\$141.71
01-2220-5290-009	Librarian Health Insurance Buy-Out	\$750.00	\$750.00
01-2220-5430-009	Repairs and Maintenance	\$200.00	\$0.00
01-2220-5610-009	Library General Supplies	\$652.00	-\$50.00
01-2220-5640-009	Library Books	\$6,300.00	\$3,300.00

Library Books has increased to purchase more books supporting the Common Core and different curriculum needs, as well as updating and replacing lost or damaged books. The school budget was frozen, preventing the purchase of library books in the 2012/2013 budget year.

01-2220-5641-009	Reference Books	\$511.55	-\$289.93
01-2220-5645-009	Library Periodicals	\$637.73	\$4.32
01-2220-5650-009	Computer Software Supplies	\$1,641.77	\$300.00
01-2220-5731-009	New Equipment	\$1,700.15	\$1,176.20

The Library is expanding to include digital media and an iPad and educational applications will be purchased for all grade levels, as well as purchasing a digital video recording device for each grade supporting the Common Core Program.

01-2220-5735-009	Replacement of Equipment	\$300.00	\$70.10
01-2220-5737-009	Replacement of Furniture	\$513.00	\$513.00
	LIBRARY & EDUCATION MEDIA TOTAL	\$125,027.45	\$32,141.33
01-2225-5430-031	Repair and Maint	\$1,500.00	\$0.00
01-2225-5610-031	Technology Supplies	\$1,675.25	\$1,175.25
01-2225-5643-031	Internet Access	\$1,439.40	\$0.00

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01-2225-5650-031	Software	\$4,362.47	\$3,162.47
01-2225-5731-031	New Equip	\$29,004.76	\$27,604.76

New Software includes Spelling City for grades 2 through 4, Discovery Education video and online streaming, and IXL a math differentiation subscription for enrichment or intervention instruction for grades 5 through 8 which aligns with the Common Core Program.

Ms. Danis asked about the additional Google support monitoring software and Ms. Carvalho explained it is an additional tool to monitor student internet activity for students with Google accounts, which is not currently provided with the existing monitoring software.

New Equipment includes new BrightLink Projectors for the classrooms that do not already have a SmartBoard. The BrightLink equipment transforms a whiteboard into an interactive technology when connected to a classroom computer, helping with the Smarter Balanced Assessment Program and will be used during regular instruction.

01-2225-5734-031	Replace Tech Equip	\$0.00	-\$12,721.00
01-2225-5750-031	Network Software	\$1,000.00	-\$4,100.00
COMPUTER ASSISTED INSTRUCTION TOTAL		\$38,981.88	\$15,121.48
01-2290-5110-031	Director of Technology	\$61,045.53	\$0.00
01-2290-5211-031	Health Insurance	\$18,597.84	\$18,597.84
01-2290-5212-031	Dental Insurance	\$544.20	\$544.20
01-2290-5214-031	Long Term Disability	\$91.85	\$11.21
01-2290-5220-031	FICA	\$4,669.98	\$0.00
01-2290-5231-031	Retirement – Non Certified	\$6,574.60	-\$0.02
OTHER SUPPORT SERV. – INSTR STAFF TOTAL		\$91,524.00	\$19,153.23

Chair Batchelder stated there is a line item within the Principal section, Salary Pool #01-2410-5115-007, which includes the raises for Director staff, Principal and Assistant Principal.

01-2310-5110-000	School Board Salaries	\$7,500.00	\$0.00
01-2310-5111-000	School District Moderator	\$200.00	\$0.00
01-2310-5112-000	School District Treasurer	\$2,000.00	\$0.00
01-2310-5113-000	School District Clerk	\$350.00	\$0.00
01-2310-5114-000	School Board Secretary	\$2,340.00	\$0.00
01-2310-5220-000	FICA	\$947.84	\$0.00
01-2310-5260-000	Worker's Compensation	\$114.00	\$0.00
01-2310-5330-000	Contracted Services – District Audit	\$9,500.00	\$250.00
01-2310-5331-000	Contracted Serv – Atty & Negotiator	\$25,000.00	\$15,000.00

Contracted Services – Attorney and Negotiator will help with contract negotiations as well as regular legal assistance.

01-2310-5332-000	Contracted Serv. GASB 45 Compliance	\$3,600.00	\$3,600.00
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Chair Batchelder stated the school will now start certifying their audit process, becoming compliant with federal audit guidelines.

01-2310-5540-000	Advertising Legal Notices	\$2,700.00	-\$300.00
01-2310-5550-000	Printing School District Reports	\$2,000.00	-\$250.00
01-2310-5590-000	District Officers Exp	\$4,800.00	\$0.00

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01-2310-5592-000	Community Services	\$319.00	\$0.00
01-2310-5593-000	Cable TV	\$1,200.00	\$0.00
01-2310-5810-000	Dues & Fees – School Board Assoc.	\$3,882.00	\$0.00
SCHOOL BOARD SERVICES TOTAL		\$66,452.84	\$18,300.00
01-2320-5400-000	Expenses SAU	\$421,005.41	\$62,676.41
SAU EXPENSE TOTAL		\$421,005.41	\$62,676.41

Chair Batchelder stated part of the current changes taking place with employees, specifically the Bookkeeper position, has been moved from a school position to an SAU position and a portion of the SAU expense total reflects the additional salary; there is a reduction later in account section 01-2510-5110-000.

Nottingham has 37%, Northwood has 31.5% and Strafford has 31.5% for distribution of SAU expenses; the percentages are based on population counts.

01-2410-5110-007	Principal's Salary	\$94,006.09	\$0.00
01-2410-5111-007	Assistant Principal	\$70,000.00	-\$3,951.95
01-2410-5113-007	Secretary Salary	\$69,439.96	-\$1,400.06
01-2410-5115-007	Salary pool – Administrators	\$11,168.29	\$11,168.29

Chair Batchelder stated the salary pool is a 3% increase for the Principal, Assistant Principal, Special Education Director, Maintenance Director, Office Secretaries, Technology Director, and Cafeteria Director.

Ms. Danis asked if the Curriculum Coordinator position will be part of the Salary Pool in future years and received a positive answer.

01-2410-5211-007	Office of the Principal health Ins	\$60,955.08	\$60,955.08
01-2410-5212-007	Office of the Principal Dental Ins	\$2,176.80	\$2,176.80
01-2410-5213-007	Life Insurance	\$234.00	-\$225.00
01-2410-5214-007	Disability Ins	\$367.41	\$64.53
01-2410-5220-007	FICA	\$17,973.37	-\$294.68
01-2410-5231-007	Retirement – Non Cert	\$7,478.68	-\$150.76
01-2410-5232-007	Retirement Cert	\$23,223.26	-\$559.46
01-2410-5240-007	Conferences Principal	\$2,000.00	\$0.00
01-2410-5241-007	Workshops Principal	\$1,240.00	\$0.00
01-2410-5242-007	Courses Principal	\$6,000.00	\$3,939.00
01-2410-5250-007	Unemployment Comp	\$339.20	\$0.00
01-2410-5260-007	Workers Comp	\$2,071.00	\$0.00
01-2410-5290-007	Office of the Principal Health Ins Buyout	\$1,500.00	\$1,500.00
01-2410-5430-007	Repairs and Maintenance	\$500.00	\$0.00
01-2410-5442-000	Contracted Services	\$1,200.00	\$0.00
01-2410-5534-007	Telephone	\$6,150.00	\$0.00
01-2410-5534-007	Postage	\$3,560.50	\$0.46
01-2410-5550-007	Printing	\$1,683.25	-\$104.25
01-2410-5580-007	Travel Expenses	\$300.00	\$150.00
01-2410-5610-007	Supplies	\$1,131.57	-\$73.13
01-2410-5643-007	Computer Software Systems Supplies	\$2,500.00	\$0.00

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01-2410-5731-007	New Equipment	\$1,200.00	\$1,200.00
01-2410-5810-007	Dues and Fees	\$1,470.00	\$30.00
PRINCIPAL'S OFFICE TOTAL		\$389,868.46	\$74,424.87
01-2510-5110-000	School District Bookkeeper Salary	\$1.00	-\$43,666.40
01-2510-5214-000	Disability Ins	\$0.00	-\$80.64
01-2510-5220-000	FICA	\$0.00	-\$3,340.56
01-2510-5231-000	Retirement – Non Cert	\$0.00	-\$4,702.88
01-2510-5250-007	Unemployment Comp	\$0.00	-\$84.80
01-2510-5260-007	Worker's Compensation	\$0.00	-\$273.21
01-2510-5340-000	Computer Support	\$0.00	-\$615.00
01-2510-5531-000	Fax Line	\$0.00	-\$120.00
01-2510-5534-000	Postage	\$0.00	-\$600.00
01-2510-5610-000	Supplies	\$0.00	-\$499.00
01-2510-5650-000	Fund Accounting Software & Maint	\$0.00	-\$2,050.00
SCHOOL DISTRICT BOOKKEEPER TOTAL		\$1.00	-\$56,032.49

Chair Batchelder reminded those attending the school district bookkeeper position has been merged into the SAU expenses.

01-2620-5110-032	Maintenance Director Salary	\$48,919.66	-\$0.40
01-2620-5111-032	Asst Custodian Salary	\$72,819.00	\$0.00

It was stated there was no change in the Assistant Custodian Salary because there were new employees hired at a rate lower than the prior year; returning employees will receive a 3% raise.

01-2620-5120-032	Substitute & Overtime Custodian Salaries	\$7,000.00	-\$500.00
01-2620-5211-032	Maintenance Health Insurance	\$38,053.56	\$38,053.56
01-2620-5212-032	Maintenance Dental Insurance	\$1,632.60	\$1,632.60
01-2620-5214-032	Disability Insurance	\$278.96	\$36.32
01-2620-5220-032	FICA	\$9,848.51	-\$38.53
01-2620-5231-032	Retirement (non-cert)	\$11,452.78	\$0.04
01-2620-5250-032	Unemployment Comp	\$424.00	\$0.00
01-2620-5260-032	Workers Comp	\$5,183.11	\$0.00
01-2620-5323-032	Workshops	\$100.00	\$0.00
01-2620-5421-032	Rubbish Removal	\$8,400.00	\$400.00

Mr. Carpenter stated the Town is looking into possible ways to help the school reduce their rubbish removal costs by working on recycling materials through the Recycle Center.

01-2620-5424-032	Lawn Care	\$10,500.00	-\$1,600.00
01-2620-5430-032	Maintenance – Contracted Services	\$24,305.80	\$4,946.15

Mr. Carpenter asked why the heating system was using anti-freeze in the pipes and it was stated it is used to prevent freezing where the pipes run through uninsulated parts of the building.

01-2620-5432-032	Repairs and Maint – Bldg	\$25,260.00	\$13,894.00
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Ms. Danis asked about the decision to postpone repairing the gym floor during the prior year budget cycle. Ms. Levenson stated an attempt was made to try other options, but it does need to be repaired.

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01-2620-5433-032	Repairs and Maint – Grounds	\$5,800.00	\$1,800.00
01-2620-5434-032	Repairs – Fire Safety Inspection	\$1.00	\$0.00
01-2620-5435-032	Repairs and Maint – Equipment	\$2,000.00	\$0.00
01-2620-5520-032	Insurance Premium on Bldg & Contents	\$21,931.00	\$0.00
01-2620-5580-032	Travel Expenses	\$100.00	\$0.00
01-2620-5610-032	Supplies – General Custodial	\$24,715.00	-\$960.00

Ms. Danis asked about the difference between the current year custodial supplies expenses of approximately \$13,000.00 and the proposed new budget amount, which is significantly higher. Ms. Carvalho stated funds were frozen during the prior year budget cycle and purchases for custodial supplies were deferred.

01-2620-5622-032	Electricity	\$52,000.00	\$0.00
01-2620-5623-032	Propane	\$58,300.00	-\$3,200.00

Ms. Danis asked about the methodology used to determine the amounts for electricity and propane; a 5 year average with additional increases of 5% for electricity and 9% for propane. Ms. Carvalho stated research indicates propane costs will go up approximately 9% over the next year.

Mr. Dumas asked if the energy audit took place. Ms. Carvalho stated it was completed and a proposal for changes will be presented to the School Board soon for upgrades and changes.

01-2620-5731-032	New Equipment	\$4,270.00	\$3,014.00
01-2620-5733-032	New Furniture	\$12,000.00	\$11,842.56
01-2620-5735-032	Replacement of Equipment	\$6,187.00	\$6,186.00
01-2620-5737-032	Replacement of Furniture	\$18,229.47	\$8,824.35

OPERATIONS AND MAINT OF PLANT TOTAL \$469,711.45 \$84,330.65

01-2700-5519-000	Elementary School Transportation	\$358,450.40	\$10,444.40
01-2700-5519-001	Class Field Trip Transportation	\$6,730.00	-\$252.00
01-2700-5519-028	Athletic Transportation	\$3,600.00	\$300.00
01-2700-5519-040	High School Transportation – Dover	\$125,745.15	\$3,660.15
01-2700-5519-041	High School Transportation - Coe Brown	\$83,830.10	\$2,440.10
01-2700-5519-042	HS Trans Reimbursement	\$1.00	\$0.00
01-2700-5519-061	Special Education Transportation	\$166,091.36	\$2,989.36

TRANSPORTATION TOTAL \$744,448.01 \$19,582.01

Chair Batchelder asked how the transportation study was progressing. Ms. Levenson stated the School Board will be working on concluding the study; the current contract is due to be renewed. Chair Batchelder suggested adding a member of the Budget Committee to the transportation group and Ms. Levenson agreed. The SAU has reached out to the transportation company to start the process of route and contract review.

01-4200-5733-000	Site Improvement – New Equipment	\$0.00	-\$27,573.00
ARCHITECT AND ENGINEERING TOTAL		\$0.00	-\$27,573.00

01-4500-5331-000	Architectural Feasibility Assessment	\$0.00	\$0.00
01-4500-5731-000	Storage Shed	\$0.00	\$0.00

SITE IMPROVEMENT TOTAL \$0.00 \$0.00

01-4600-5450-000	Building Improvements	\$1.00	\$1.00
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BUILDING IMPROVEMENT TOTAL \$1.00 \$1.00

01-5251-5450-000	Transfer to Capital Reserve	\$0.00	-\$30,000.00
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01-5251-5450-004	Transfer to Food Services	\$25,000.00	\$25,000.00
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TRANSFER TO CAPITAL RESERVE TOTAL	\$25,000.00	-\$5,000.00
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Discussion took place about the appearance of double budgeting for food services. Chair Batchelder stated there is either a under estimated amount in the total expense to pay for the food services program or an over estimated amount expected from food service revenues; the Food Services budget should be the total amount expected to pay for the program for the entire year. Chair Batchelder stated he believed this action should only be an accounting transaction transferring additional needed funds to the Food Services program and not a creation of a different account for additional funds the same program.

GENERAL FUND TOTAL	\$10,726,708.70	\$238,476.79
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04-5220-5110-000	Salaries – Food Serv Director and Staff	\$72,403.67	-\$0.01
04-5220-5120-000	Food Service Substitutes	\$100.00	-\$500.00
04-5220-5211-000	Health Insurance	\$26,894.86	-\$2,227.26
04-5220-5212-000	Dental	\$571.41	\$27.21
04-5220-5214-000	Disability	\$91.86	-\$45.02
04-5220-5220-000	FICA	\$5,615.08	-\$38.56
04-5220-5231-000	Retirement	\$4,215.91	\$0.01
04-5220-5243-000	Training	\$0.00	-\$226.00
04-5220-5250-000	Unemployment Comp	\$340.22	\$0.00
04-5220-5260-000	Worker’s Comp	\$757.45	\$0.00
04-5220-5300-000	Physicals	\$50.00	\$0.00
04-5220-5430-000	Repairs to Equip	\$4,000.00	-\$10,500.00
04-5220-5500-000	Fire Safety	\$25.00	\$0.00
04-5220-5531-000	Telephone	\$550.00	\$0.00
04-5220-5580-000	Travel	\$80.00	\$0.00
04-5220-5610-000	Supplies	\$4,500.00	\$0.00
04-5220-5630-000	Food and Milk	\$77,000.00	-\$5,500.00
04-5220-5642-000	Tech Equipment	\$299.00	-\$750.00
04-5220-5735-000	Replace Equipment	\$45,945.00	\$45,945.00
	FOOD SERVICE TOTAL	\$244,339.46	\$26,185.37

2014/2015 BUDGET - GRAND TOTAL	\$10,971,048.16	\$264,662.16
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Discussion took place about the food service program, including the new federal guidelines providing more fresh fruit and vegetable and how the students are responding. Students are required to receive fresh fruit and vegetables, many don’t eat it and because it cannot be re-used many times the food ends up in the trash.

Mr. Koester asked how the future tuition amounts are calculated. Ms. Whitmore stated on average Nottingham has 5 new students move into the district per year. The higher Coe Brown rate was utilized to determine the estimate for the Dover rates, as they did not increase significantly in the current year. A worst case scenario was agreed upon providing a safety net if a higher rate is later received.

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Chair Batchelder read each of the warrant articles as they were written.

WARRANT ARTICLES

Article #1	School Districts Officer Positions	
	a. School Board Member - Term of 3 Years	
	b. School Board Member - Term of 3 Years	
	c. School Board Member - Term of 1 Year	
	d. District Clerk - Term of 3 Years	
	e. District Moderator - Term of 3 Years	
Article #2	Total Operating Budget	\$10,946,048.16
Article #3	Replacement of outdated text books	\$72,620.00
Article #4	Purchase of technology equipment	\$56,280.00
Article #5	Heating Ventilation Air Conditioning (HVAC) Repairs	\$55,505.00
Article #6	Repairs to the Splash Pans and Air Handlers	\$12,712.00
Article #7	Building Repair Capital Reserve Fund	\$25,000.00
Article #8	Special Education Capital Reserve Fund	\$15,000.00

Chair Batchelder reviewed the SB2 process and explained the Default Budget; increases can only be on those items that have a contractual obligation.

Chair Batchelder reviewed that Warrant Article #3 will only be applicable if the Default Budget is voted for and the recommended Operating Budget voted down.

Article #4 will help the School move forward with updating computer technology, providing laptops to students. Discussion took place about the purchase of technology equipment with the intent of purchasing multiple new laptop or net books, mobile carts which will be used between all many of the students in all grades and then others specifically to be used by 8th grade students and prepare them for using similar equipment in high school. They will also be utilized for student testing, which takes place electronically. The goal will be to eventually move forward with a one-to-one computer use per students; providing students with the needed equipment for required testing as well as teaching them the technology. The technology plan is still being established, which should be available during the next budget cycle.

Article #5 Chair Batchelder asked to have the wording for HVAC spelled out and there was agreement.

Chair Batchelder indicated Warrant Articles #7 and #8 will not be raised by taxation during the 2014/2015 budget year, but at the end of the 2013/2014 budget year from any unspent fund balance. Mr. Koester stated the Special Education CRF should be funded prior to the Building Repair CRF, according to statute.

Chair Batchelder reviewed the tax impact worksheet and indicated the intent of including the tax impact was to see the amount for each individual warrant article and asked to include the amount on the Warrant Article handout and not on a separate sheet.

Chair Batchelder indicated the estimated tax impact for the Operating Budget would be \$16.97, or an additional \$0.70 more per \$1000.00 from the current year budget.

The estimated tax impact for the warrant articles is as follows:

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Warrant Article #3 = \$0.13, Warrant Article #4 = \$0.10, Warrant Article #5 = \$0.10, Warrant Article #6 = \$0.02, Warrant Article #7 = \$0.00, Warrant Article #8 = \$0.00

The Budget Committee took a recess from 9:07 pm to 9:17 pm.

Mr. O'Brien left the meeting at 9:10 pm.

Chair Batchelder stated he would review each of the operating budget categories for individual account line amount changes and votes for Budget Committee recommendation and then move forward to vote on the Warrant Articles.

Ms. Levenson asked if she could refer to the members of the SAU for answer to any questions. Chair Batchelder indicated they could answer questions.

Motion: by Mr. Koester, second by Ms. Danis to reduce the proposed budget for Tuition-Dover & Other Public Schools #01-1100-5561-000 by \$20,000.00.

Mr. Koester stated he made the motion based on the history of student counts as it appears there is a better chance of losing students rather than gaining them. Mr. Koester stated year after year, the tuition lines are typically over budgeted and asked the school administration to try and determine why student counts are decreasing.

Ms. Danis stated it is a number that has been reviewed and been reduced over the prior few years, and is getting better. Chair Batchelder indicated the amounts are more inline now than before.

Concern was expressed about the high school tuition amount being reduced, the number of students increasing, and where the possible additional funds would come from? Mr. Koester stated the funds can come from the operating budget, potentially short funding the elementary school but they can also call a special session to raise additional funds.

Discussion took place about student counts; statements both supporting and opposing the motion to reduce tuition were expressed.

Mr. Koester proposed voting in favor of the motion to reduce the tuition amount and he would be willing to add the funds back during the Deliberative Session if further documentation could be provided about increased student counts.

Vote: 2 in favor, 7 against. The motion to reduce Tuition-Dover & Other Public Schools failed.

Motion: by Mr. Koester, second by Ms. Danis to reduce Tuition-Coe Brown #01-110-5563-000 by \$30,000.00.

Mr. Koester reviewed his support of tuition reduction with similar reasons to the motion for Tuition-Dover & Other Public Schools. Discussion took place about the reasons for and against reducing the amount of tuition to Coe Brown.

Vote: 2 in favor, 7 against. The motion to reduce Tuition-Coe Brown failed.

There were no other comments regarding the 1100 accounts.

There were no comments regarding the 1200 Special Education accounts.

Mr. Wheeler asked about 1299 Medicaid processing amounts. Chair Batchelder stated it was a billing company and they collect their percentage based on the amounts received.

There were no comments regarding the 1410 Co-Curricular Salaries accounts.

There were no comments regarding the 1420 Athletic accounts.

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There were no comments regarding the 2120 Guidance accounts.

Mr. Koester asked about account #01-2140-5336-061, Special Contract Serv for Outside Evaluation and if there was an outlier causing the significant change between 2010 into 2011. Mr. Reuning stated it is a very difficult item to trend because the needs for each student are specific.

There were no comments regarding the 2150 Speech accounts.

There were no comments regarding the 2210 Improvement of Instruction accounts.

Ms. Danis stated she understands the idea and vision of the Curriculum Coordinator position for account #01-2210-5112-000, but committee members should aware of the true impact and expense of adding new staff on to payroll.

There were no comments regarding the 2220 Library accounts.

Ms. Danis asked if the projectors proposed in accounts #01-2225 Computer Assisted Instruction are truly being integrated into the curriculum. Ms. Levenson stated the School Board has received an Administrative report about the integration and technology being used regularly by the teachers.

Mr. Dumas stated his 4th grade son had a great experience with his teacher for supporting and providing sources of uses.

There were no comments regarding the 2290 Other Support Services Staff accounts.

Chair Batchelder asked about legal fees in account #01-2310-5331-000. Ms. Levenson stated the School Board has utilized the legal services and expects to continue use with the upcoming contract negotiations. Chair Batchelder stated a negotiator has been asked for in the past and then not used, but it should be. Ms. Levenson stated the board feels it would be best to use the help of the negotiator in establishing the new contracts.

There were no comments regarding the 2320 SAU accounts.

Mr. Carpenter stated about courses for the Principal in account #01-2410-5242-007 historically haven't been spent. Ms. Levenson stated it was questioned and the Assistant Principal is planning to take additional courses, and based on the special education report will be seeking additional courses. Ms. Levenson stated training will take place for both the Principal and Assistant Principal.

There were no comments regarding the 2510 School District Bookkeeper accounts.

Mr. Carpenter asked about accounts #2620 in Maintenance of Plant and if the need for anti-freeze is caused by bigger issue with the building and should those issues be repaired. Mr. Wheeler asked if the proposed roof replacement would solve the issue. Ms. Levenson stated the building isn't insulated causing the heat to rise, causing ice dams on the roof. Mr. Carpenter stated a review to determine why the pipes are freezing could take place to determine the problems. Mr. Koester stated while there could be repairs to the building, if the school doesn't have a generator to provide power during an outage, the pipes could still freeze.

There were no comments regarding the 2700 Transportation accounts.

There were no comments regarding the 4200 Architect and Engineering or 4500 Site Improvements accounts as they had no money budgeted.

There were no comments regarding the 4600 Building Improvement accounts.

5251

Motion: by Chair Batchelder, second by Ms. Danis to reduce #01-5251-5450-004 Transfer to Food Service by \$25,000.00.

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Chair Batchelder stated money is being raised within the regular food service account based on the current estimate to run the entire program, including the estimated revenue that will be generated by the program. If the food service account needs more money, it is only a fund transfer between two accounts. Ms. Levenson asked what happens when the revenue is less than expected. Chair Batchelder stated it is a different problem if the revenue amounts are estimated incorrectly. Trending received revenues amounts from prior years should indicate the average amount received. If revenues are overestimated, the regular food service account can be under funded.

Ms. Danis stated food service is similar to the Coe Brown tuition, despite the possibility of offsetting revenue because of the differential payment from the parents; the full amount due to Coe Brown must be raised in case the parents don't pay.

Ms. Levenson stated the School Board was notified the food service sale revenue was not what was expected and prepared to transfer funds from another account to make up the missing difference. Dr. Gadomski stated many districts struggle with Food Service, because the amount of revenue a school receives is typically not what is proposed; because the Food Service fund cannot be in the negative, if the account is overspent funds must be transferred from another account. This additional account is the best guess to match what was actually spent over the prior few years.

General discussion took place about the food service program, how it is funded, the revenue estimates and the different methods to pay for the entire food program. It was the opinion of the Budget Committee that if the revenues are overestimated the amount needed to fund the food service program is underestimated.

Chair Batchelder suggested the SAU talk to the NH Department of Revenue about reducing the proposed amount of revenue in order to determine a more accurate amount of funds to be raised.

Vote: 6 in favor, 2 against, 1 abstain. The motion to remove \$25,000.00 from the Transfer to Food Service account passed.

Motion: by Ms. Danis, second by Mr. Carpenter to approve the amended operating budget total of \$10,946,048.16.

Vote: 9 – 0 in favor.

Motion: by Ms. Danis, second by Mr. Koester warrant article #3 to replace outdated text books.

Vote: 9 – 0 in favor.

Motion: by Ms. Danis, second by Mr. Koester to reduce Warrant Article #4 by \$12,000.00, to a total of \$44,280.00.

Ms. Danis stated the amount of money being estimated for purchasing the number of laptops indicate is significantly more than what the cost should be. Ms. Levenson reviewed the costs for the equipment and software proposed.

Ms. Danis stated she doesn't oppose the technology, but understanding average expenses for laptops and software for the technology, the amount is too much per unit and there should be more information about the technology plan in order to move forward. Ms. Levenson stated the additional laptops should be provided to the 8th grade students, Chromebooks can be great, but it is important to prepare the students to enter HS with the technology they need to make a better transition.

Discussion took place about the different types of equipment and software the School Board is considering. Ms. Carvalho reviewed the individual costs for the laptops, software and carts being

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proposed. Ms. Levenson stated it is important to her that the students are prepared to use the technology that they will need to use in high school.

Mr. Ferland asked about if the service and maintenance agreement was included in the cost. Ms. Carvalho was unsure.

Vote: 3 in favor, 6 against. The motion to remove \$12,000.00 from Warrant Article #4 failed.

Motion: by Mr. Koester, second by Mr. Wheeler to approve Warrant Article #4 as written.

Vote: 8 in favor, 1 against.

Motion: by Mr. Ferland, second by Mr. Dumas to approve Warrant Article #5 as written.

Vote: 9 – 0 in favor.

Motion: by Mr. Wheeler, second by Mr. Ferland to approve Warrant Article #6 as written.

Vote: 9 – 0 in favor.

Motion: by Mr. Ferland, second by Mr. Dumas to approve Warrant Article #7 as written.

Vote: 9 – 0 in favor.

Motion: by Mr. Wheeler, second by Mr. Koester to approve Warrant Article #8 as written.

Vote: 9 – 0 in favor.

Ms. Danis asked about the current balance of the Special Education CRF. Ms. Levenson stated the Special Education CRF has \$55,700.00 and the Building CRF has 28,800.00, but it may not account for any recent expenses.

Motion: by Mr. Koester, second by Ms. Danis to accept the School Board default budget amount of \$10,766,668.

Vote: 9 – 0 in favor.

Mr. Wheeler asked about the tax impact being included with the warrant articles and Dr. Gadomski stated they would be included.

Motion: by Ms. Danis, second by Mr. Koester to accept the revenues from working draft #2 in the amount of \$ 512,840.00.

Mr. Carpenter asked if the food service revenue should be reduced by \$25,000.00, there was no motion.

Vote: 9 – 0 in favor.

Chair Batchelder reminded committee member if there are any significant changes to the budget during the Deliberative Session the Budget Committee has the ability to change their recommendations at that time.

ADJOURNMENT: Having no further business,

11:04 PM **Motion:** by Ms. Danis, second by Mr. Wheeler.

Vote: 9 – 0 in favor.

Respectfully Submitted,

Dawn Wirkkala