

**FREMONT SCHOOL DISTRICT  
School Board Meeting  
November 3, 2009  
6:30 P.M.**

**School Administrative Unit #83  
Blackrocks Village  
5 Hall Road, Unit 1  
Fremont, NH 03044**

**I. CALL TO ORDER**

Chairman Jeff Rowell called the November 3, 2009 meeting of the Fremont School Board to order at 6:35 PM at the School Administrative Unit #83, Blackrocks Village, 5 Hall Road, Unit 1, Fremont, NH 03044.

**II. ROLL CALL**

Present were Chairman Jeff Rowell, Peg Pinkham, Deb Genthner, Sharon Girardi, Ida Keane, Superintendent William Lander, Financial Administrator Bonnie Sandstrom, Middle School Principal John Safina, and Elementary School Principal Dawn Lewis.

Members of the public included: Carol Ann Foley.

**III. AGENDA REVISIONS**

Mr. Lander wanted to make sure to address dates to review the budget.

**IV. NON-PUBLIC SESSION**

*Peg Pinkham made a motion to enter into non-public session per RSA 91-A:3 at 6:40 PM. Deb Genthner seconded the motion. Motion passed 5:0.*

**V. RETURN TO GENERAL SESSION**

*Deb Genthner made a motion to return to general session at around 7:15 PM. Peg Pinkham seconded the motion. Motion passed 5:0.*

**VI. BOARD, SUPERINTENDENT COMMUNICATIONS**

Mr. Lander wanted to address dates to review the budget. The Board members gave him days that they would be available. It was agreed that Thursdays worked best (to meet in February).

Mr. Lander said he was hoping to get the capital improvement plan for the District to the Board today but it was not quite ready. The administration has to look at it. Mr. Rowell asked what the time horizon was and Mr. Lander replied 6 years out.

Mr. Rowell said there was a letter from Ted Comstock showing the Fremont School Board's certificate of membership in the NHSBA.

The Board set dates to review the budget: November 19, 2009 at 6:30 PM.

December 5, 2009 is the date for review with the Budget Committee.

## **VII. INFORMATION ITEMS: FY11 BUDGET (HANDOUT)**

The Board reviewed the 2010-2011 Preliminary Budget.

Mr. Lander reported that increases are represented at about 3%. He said that existing Regular and Special Education teachers account for about \$60,000 of the increases. The technology portion is up \$48,000 (including Jason Carey's part-time change to full-time). Two additional teachers account for about \$94,000. There are health insurance increases of about \$71,000. Mr. Lander said that a lot of the increases are due to fixed costs. He said that the administration tried to make the budget manageable. He said that Ms. Sandstrom showed what the actual spending was in 2008-09. Ms. Sandstrom noted that Plodzick and Sanderson's supervisor did not review the auditor entries yet so they could be changed.

Ms. Pinkham asked if there was a way to identify what is contractual in the budget and what is not (e.g. using color coding). Ms. Sandstrom said that they took out the notes that said "contractual mandated". Mr. Lander explained that for FICA, there is no say in that (it's required). Ms. Sandstrom said that currently this year, enough was not budgeted for NH retirement since it was raised after the budget was set. Ms. Pinkham said it was easier to identify contractual items when reviewing the budget and that it had been a request in the past to do that.

Ms. Keane clarified that \$78,222 was for contractual step increases in the 1100 line. Mr. Lander said that 17 of the staff do not get the step. Ms. Sandstrom noted that new staff could have changed the amount too (e.g. if they came in at lower or higher salary). Mr. Lander noted that the reading specialist position is budgeted this year at 50% so there is savings.

Ms. Girardi asked what enrollment is and Ms. Lewis said it is about 547. Ms. Lewis talked about configurations and room spaces. Ms. Girardi asked how many first graders there are now and Ms. Lewis said there are about 56 first graders (class sizes: 19, 19, and 18).

Ms. Girardi asked if it was possible to downsize other grades and move teachers. Ms. Lewis replied that none of the classes are small enough to make just two classes.

Ms. Lewis said she would provide an updated enrollment data sheet.

Ms. Sandstrom said that tuition for Sanborn covered 210 students currently.

On page 2, Ms. Girardi asked for justification for adding \$1,500 to the Test Materials line next year (FY10-FY11) (since it was increased by \$2,000 for FY09-FY10). Mr. Lander said the test materials were transferred from the guidance line. Ms. Sandstrom said she would check this line item. Ms. Sandstrom said she could add to the notes: "some moved from 1500".

Ms. Sandstrom said they are projecting an increase of 10.1% in health insurance. Ms. Pinkham said that the Town just got its notice of 22% increase.

Ms. Pinkham suggested, for Regular Teacher Retirement, to add a note about it being due to the State lowering it's funding.

Ms. Keane clarified that the 3% increase included a new grade one teacher, a new grade two teacher, a change in pay from 30 hours to 40 hours for Jason Carey (technology), and paying \$20,000 for the reading specialist. Ms. Sandstrom noted that a teacher is being partially paid out of the grant too. Ms. Lewis said this would apply for next year as well.

Ms. Keane mentioned that last year the administration felt that enrollment for first grade would be up by 20 and it did not do that so she wanted to see that the projections were correct this year. She said that first and second grade teacher positions were cut last year (as recommended by the Budget Committee last year) but class sizes did not exceed 20. Mr. Rowell said that the issue last year was the second grade class. Ms. Lewis said that the diversity issue was in the first grade class last year.

Ms. Keane said that there were 18 kids that were over-assumed to be enrolled last year.

Ms. Genthner wondered how to make it clear how students are taught without mentioning personal information. Ms. Pinkham said that it could be mentioned that perhaps a certain number of students are with autism or have handicaps without getting too detailed/personal.

Mr. Lander spoke about Special Education impact on the budget and Ms. Lewis said that one Special Education student was an out-of-district placement.

Ms. Keane asked if there was a report on how Special Education is funded, as requested prior by the Budget Committee. Ms. Lewis said they asked for clarification. Ms. Lewis had asked for more clarification as to what the Budget Committee wanted. Ms. Lewis said she would email her question to Ms. Pinkham. Ms. Lewis said that the funding is done the same annually: Special Education funding is raised locally, some funding is streamed (catastrophic aid that comes back to the town; percentage changes every year), and some through Medicaid.

Ms. Girardi asked about the line of Non-NH Public High School, on page 5. Ms. Lewis said that placement was changed so there is nothing budgeted for that next year. Ms. Sandstrom noted that the same is true for Tuition Private and Other.

Ms. Keane mentioned President Obama's "Race to the Top" initiative that will be funded at over \$300 billion for states that are interested in applying for these competitive educational dollars.

Ms. Girardi asked where there was nothing budgeted for Health Insurance on page 7 (item 1270-5211-10). Ms. Sandstrom said that no one from that line item (ESOL) gets insurance. Benefits are paid out of 1200.

Ms. Keane asked if the people funded by grants would also be funded next year. Ms. Sandstrom said that the 2 Paraprofessionals would go back into the budget but the math coach would be funded by grants still. Ms. Girardi noted that there is another paraprofessional that is grant-funded but is not counted as a full-time employee in the list. Ms. Lewis said that the page was revised from last year. Ms. Girardi pointed out to Ms. Sandstrom that an employee was not listed/counted as an FTE and Ms. Sandstrom said that she would look into that.

Ms. Keane asked if the Board would get a “control report” and Ms. Sandstrom replied that she did it but she put everything on, even confidential information like health insurance so she will just print out the one column for the Board for the next meeting.

On page 8, Ms. Pinkham addressed the Athletic/Extracurricular line item 1400.

Ms. Pinkham noted that under Extracurricular Salaries, \$20,700 was budgeted, which is 25%. Ms. Sandstrom said it is what is in CBA (agreement). Under sports insurance, there was an adjustment. Ms. Lewis asked if any lines were affected when the 1400 line was frozen last year. Ms. Lewis said that money needed to be funneled from somewhere else. Ms. Sandstrom said that a majority of the athletic stipends are teachers doing this and they get retirement for anything they get paid. Ms. Girardi asked if program supplies were frozen at \$4800 last year to use money from another line item, that line item should have been adjusted going forward next year. Ms. Sandstrom thought that it might have been for an item they weren't anticipating such as transportation. Ms. Sandstrom and Ms. Lewis said that cost for Special Education transportation could change monthly depending on a variety of factors.

Ms. Pinkham asked who would be responsible for the expenditure of Truant Officer usage and Mr. Lander said that the Town would charge the School District for that. She noted that there is nothing in the budget for Truant Officer.

On page 9, Ms. Pinkham asked how many positions the Guidance salary line item supported and Ms. Sandstrom said it was for 2 positions.

On page 10, Ms. Keane asked if the adjustment was made to the nurse's position (insurance adjustment) and Ms. Sandstrom said that it was.

On page 11, Ms. Girardi asked about line item 10-2140-5330 Psych Contract Services. Ms. Lewis explained that it was for any expenditures of a psychological nature such as counseling (as required by IEPs) and outside testing (504). Ms. Pinkham asked if the \$48,000 budgeted for next year would cover what is necessary. Ms. Lewis responded that it is close.

Ms. Sandstrom said she would email the financials for October tomorrow since the copier was down today.

On page 13, Ms. Pinkham addressed Speech Contracted Services, noting that \$3,000 was budgeted last year and \$8,500 was budgeted this year based on what is perceived for next year.

Ms. Keane asked about course reimbursement. Ms. Sandstrom said that if a teacher takes a class, it is considered a course (they get a certain number of credits). Workshops are in the bargaining agreement at \$185/day. Staff development is for curriculum work, report card work, etc. Ms. Keane suggested adding more notes.

Mr. Safina confirmed for Ms. Pinkham that Jason Carey does look at different prices when purchasing computer equipment.

Ms. Pinkham asked for the actual salary for Jason Carey and Ms. Sandstrom said he currently makes \$40,000. Ms. Pinkham said it was important to note where the \$16,000 increase in pay came from.

On page 20, Ms. Sandstrom noted that it should read "new library computers" (not "new network devices") under New Computer Equipment. Mr. Safina said they had about 7 or 8 computers in various degrees of condition and they would see what could be purchased for \$3,000.

Under the School Board line, Ms. Sandstrom noted that the Secretary line was under budget last year so the budget was brought up and that the pay is now per hour. Ms. Sandstrom said a little under \$2,600 was spent on legal expenses so far but negotiations would bump that up.

Under the Office of the Superintendent line item, Ms. Sandstrom said that the health insurance increase (10.1%) was budgeted for the list of people on page 22 (non-union staff). She said it was for discretionary purposes. Ms. Sandstrom said that no administrator is getting a raise.

Ms. Sandstrom noted that the rent shows what is being paid currently and that the contract needs to be renegotiated since it ends in June 2010. Propane was moved out of that line.

Ms. Pinkham noted that last year it was suggested that the SAU staff move back to the school building but that, in anticipation of having two new teachers, there would not be enough room to do that this year.

Ms. Girardi asked how the telephone expense is regulated between Special Education and regular usage. Ms. Lewis said there is a need for a confidential fax line for Special Education.

On page 25, Ms. Keane had a question about the decrease in travel expenses for the Out-of-District Coordinator. Ms. Lewis and Mr. Safina said that the increase in workload is in the building. Geographically, there have been changes in location. This also applies to the speech pathologist's travel. Ms. Girardi asked if the coordinator would still get a stipend through the grant next year. Ms. Lewis was not sure.

Ms. Sandstrom mentioned that there was a packet of Regular Transportation Bus Bids for 2010-2011 included with tonight's agenda. She said that First Student is what the District currently uses. The other companies that are bidding are: Safeway Transportation, North Reading Lynnfield Taxi, Inc, and Goffstown Truck Center, Inc.

#### CHANGE TAPE

Ms. Sandstrom said they are going out to bid for Special Education transportation and she noted that in the budget. Ms. Lewis said that the 504 transportation was separated out in the budget. Ms. Pinkham suggested putting a dollar in that line to hold it. Ms. Lewis suggested leaving the line at zero.

Ms. Sandstrom reported that she moved Café Services to the Contracted Food Service line and that would be noted in the budget. The increase shown is in revenue. Ms. Sandstrom said she has to report to the State how many children buy hot lunch (reduced/free) each month. Ms. Keane wondered if there was a way to find out the number of students who purchase hot lunch over the course of the school year.

Mr. Lander said they are not proposing to put grant money in the budget since it's not known what the grant money will amount to. Ms. Sandstrom said the District has to spend the money to get the grant reimbursement. Grants were added to the voted budget in 2006. Ms. Sandstrom did not think it should be in the budget report.

Ms. Girardi felt that the food service gets paid from families paying for student's meals so it seemed to be a wash. Ms. Sandstrom said that it did not work that way. Mr. Lander said that there is federal lunch money reimbursement and any revenues taken in from the kids.

Ms. Keane noted that there is \$4,500 unaccounted for in the budget. Ms. Sandstrom thought it would be from a line she deleted. She said she would look into that. Ms. Sandstrom said that the \$4,500 was from her taking out the tuition reimbursement line under the 2900 function (08-09) because it was not spent. Ms. Pinkham said that what was approved at the Town meeting should be reflective of what the budget is (total at the bottom).

Ms. Sandstrom said that the tuition rate from Sanborn is: \$12,556.44 with capital cost of \$2,175.18. There was thought to be 37 Special Education students but Ms. Lewis confirmed the number to be 33. There is an estimate of 210 students.

## **VI. ACTION ITEMS: LONG TERM SUBSTITUTE PAY: TABLED**

## **VII. FUTURE AND FOLLOW UP AGENDA ITEMS**

Board Policies	Ongoing
Fremont Cooperative Planning Committee	Ongoing
Public Relations – Newsletter	Ongoing
Adult Education Program	TBD
Policy- Project Management Plan	TBD
Long Range Facilities Planning Committee	TBD
Strategic Plan	Ongoing
Fixed Asset Appraisal Company	Ongoing
Health Care Study Committee	TBD
Special Needs Overview	TBD
Grant Overview	TBD
Mission Statement	10/27/09
Technology Plan Budget	10/27/09
Invitation to Kingston Charter School	TBD

## **VIII. NEXT MEETING: NOVEMBER 17, 2009 at 6:30 PM**

*Deb Genthner made a motion to seal the non-public minutes of November 3, 2009 for one year. Sharon Girardi seconded the motion. Motion passed 4:0 (abstention from Ida Keane).*

## **IX. ADJOURNMENT**

*At 10:02 PM, Deb Genthner made a motion to adjourn. Sharon Girardi seconded the motion. Motion passed 5:0.*

Respectfully submitted,  
Susan Perry, School Board Secretary

**QUESTIONS FOR NOVEMBER 3, 2009:**

1. On page 2, Ms. Girardi asked for justification for adding \$1,500 to the Test Materials line next year (FY10-FY11) (since it was increased by \$2,000 for FY09-FY10). Mr. Lander said the test materials were transferred from the guidance line. Ms. Sandstrom said she would check this line item. Ms. Sandstrom said she could add to the notes: "some moved from 1500"
2. Ms. Pinkham suggested, for Regular Teacher Retirement, to add a note about it being due to the State lowering it's funding.
3. Ms. Sandstrom reported that she moved Café Services to the Contracted Food Service line and that would be noted in the budget. The increase shown is in revenue. Ms. Sandstrom said she has to report to the State how many children buy hot lunch (reduced/free). Ms. Keane wondered if there was a way to find out the number of students who purchase hot lunch over the course of the school year.
4. Ms. Keane noted that there is \$4,500 unaccounted for in the budget. Ms. Sandstrom thought it would be from a line she deleted. She said she would look into that.