

**Gorham, Randolph, Shelburne  
Minutes of Co-operative School Board Meeting**

Wednesday, January 25, 2006 at 6:30 pm  
Randolph Town Hall, Randolph, NH

**Members Present:** Karen Cloutier, Kathleen Kelley, Jay Holmes, Mike Waddell, Donna Goodrich, Jean Tremblay, Jo Anne Carpenter, Alice Evankow, Angela Brown, Michelle Cormier, Wendy Niskanen

**Others Present:** Patrick Low, Superintendent, SAU-20; Pauline Plourde, Business Administrator, SAU-20; David Goyette, Director of Maintenance/Transportation; Paul Bousquet, Principal, Edward Fenn Elementary school; Keith Parent, Principal Gorham Middle/High School; Malcolm Shute, Minute Taker.

**Members of the Press:** Sara Young-Knox, Berlin Reporter; Gail Scott, Berlin Daily Sun

**Student Reps:** Nick Wolff, absent; Jen Cloutier, absent

**I. Call to Order**

Jo Anne Carpenter, School Board Chair, called the meeting to order at 6:45 pm.

**II. Approval of December 28, 2005 & January 17, 2006 Minutes**

**Motion** by Angela Brown to accept the minutes of December 28, 2005 as amended.

**Seconded** by Karen Cloutier.

**Vote: All in favor, motion passed.**

**Motion** by Kathleen Kelley to accept the minutes of January 17, 2006 as amended.

**Seconded** by Jean Tremblay.

**Vote: Motion passed with Jay Holmes abstaining.**

**III. Public Comments**

None.

**IV. Finance Committee Report**

- No vouchers were presented.
- The Finance Committee last met on January 17, 2006.
- Nothing added at this school board meeting.
- The Business Administrator presented a financial report for the board to review. There has been very little activity to report on at this time.
- The building committee is looking at the possibility of attending the NESDEC Annual Facilities Conference in April.

**Motion** by Kathleen Kelley to accept the finance committee report of January 25, 2006.

**Seconded** by Mike Waddell.

**Vote: All in favor, motion passed.**

**V. Communications** (this item was inadvertently omitted from the agenda)

- Jo Anne Carpenter read a letter from the Transportation Meeting suggesting looking at ways to streamline the bus routes for Randolph and Shelburne. A bus run was monitored in Shelburne and it was determined that it was not reasonable to have two afternoon bus runs. A meeting with the Randolph bus driver is planned.

- All drivers were invited to a drug awareness presentation on January 24<sup>th</sup> at the Gorham high school.
- The Superintendent said he will meet with David Goyette, Director of Maintenance/Transportation, and the bus drivers to continue to look at other options.

## **VI. Budget Development 2006-2007**

### ***Spreadsheet Review***

- A budget increase of 7.55% over last year's budget is anticipated. This amount does not include funding for new computers and it does not include the potential savings of \$120,000 in health insurance.
- School Board public relations budget is included for \$2,500. This was already in the budget.
- Funding for the FRC after school program is included in the budget for \$15,000.
- A meeting with the Gorham Budget Committee is scheduled for tomorrow, January 26<sup>th</sup>.

### ***Changes to Budget***

- A reduction of one teacher at the Ed Fenn School – retired and not replacing.
- Ed Fenn will add 1.5 paraprofessionals.
- Funds for increasing the part time (25 hours/week) technician to a full-time technician are included.
- An increase in transportation funds for students participating in the vocational program.
- Retirements of seven teachers/staff have added to the salary – some are in their first or second year.

### ***Benefits***

- Health Trust rates for health insurance came in with a 24% guaranteed maximum; however, Harvard Pilgrim through Primex came in with a quote that would provide the same coverage with a savings of \$129,000 if approved by the bargaining units.

### ***Building Operation Costs***

- Electricity is now budgeted at a 15% increase rather than the 25% originally budgeted.
- The heating budget has been reduced from \$3.00/gallon to \$2.50/gallon saving \$23,700.

### ***Equipment***

- The total of all budgeted equipment has been increased by \$106,000, which includes \$66,000 for a new bus. Money for the purchase of the bus will come from the Capital Reserve Fund.
- Funds have been budgeted for new computers and communications' equipment
- Furniture for a classroom at the HS is in the budget; originally budgeted for two classrooms and library furniture.

### ***Technology***

- In order to look at the technology budget, items from various departments have been grouped together. These include: 6125 - computer supplies; 6500 – software; 7340 – new computers/communication equipment; and 7380 – replacement computer/communication equipment.
- The total budgeted amount is \$223,585, which is a 51.9% increase (\$76,391) over last year's budget.

### ***Building Operation & Custodial***

- Fuel oil and electricity increased by \$32,700.
- The computer lease-purchase agreement for four years is on the warrant and must be voted on every year - \$14,150.

### ***Transportation***

- This item increased by \$80,592, which includes \$66,000 for a new bus.

- Other increases were seen in contractual salaries and benefits and increased fuel costs.

### ***Computer Investment***

- There are 280 computers at the Ed Fenn, Gorham Middle school and the Gorham High school.
- New, replacements for 25 computers for the Gorham high school lab are budgeted at \$33,000.
- There are 24 computers at the Gorham Middle school lab.
- If the overall budget is increased by \$8,469, the computers at both labs can be replaced with new computers.
- The old computers from the high school lab would be transferred to the Middle school for general use and the Middle school lab computers would be distributed as needed.
- Three new printers are budgeted in the equipment category. Grants are being looked at for purchasing additional peripherals.

### ***Tax Rate Impact***

- The proposed budget is expected to increase the current tax rate as follows:
- If \$75,000 is used from the Gorham fund balance, the Gorham tax rate will increase by \$1.56/thousand.
- The Shelburne tax rate will increase by 40 cents/thousand.

### ***Budget Considerations***

- The overall budget has been reduced from a requested increase of \$800,000 for 2005-2006 to \$470,000 for 2006-2007.
- For every \$10,000 budgeted for operating costs from co-op funds \$8,112 comes from Gorham; \$731 comes from Randolph; and \$1,156 comes from Shelburne. These figures are based on the percentage breakdown.
- School budget articles on the Town Warrant can be amended from the floor during town meeting.
- The \$290,000 budget for Article 5 consists of \$240,000 for an architectural/engineering study for Gorham high school renovations plus \$50,000 for general expenses.

### ***Warrant Articles Recommendation***

- Article 1. To hear the standard school district reports for co-op.
- Article 2. Salaries for elected officials.
- Article 3. Operating Budget.
- Article 4. Food program.
- Article 5. Federal grants.
- Article 6. Building Committee recommendations. (If approved, Article 7 will be passed over.)
- Article 7. Town can vote to change Article 6 of the school budget from the floor.
- Article 8. Lease-purchase agreement for lockers.
- Article 9. Bus purchase.
- Article 10. Accept donations.
- Article 11. Trust fund expendable funds per RSA 31-25.

**Motion** by Kathleen Kelley to accept \$290,000 for warrant Article 6 for the Gorham High school.

**Seconded** by Karen Cloutier.

**Vote:** All in favor, motion passed.

- A discussion was held regarding the building committee report recommendations to budget \$290,000 for the architectural/engineering study for Gorham high school renovations. It was agreed that the report was issued prior to any discussion about a renovation study for the Ed Fenn school. Furthermore, it was agreed that none of the funds obtained for Article 6 could be used for a renova-

tion study for the Ed Fenn school. The school board agreed to add \$50,000 to Article 6, specifically to include an architectural/engineering study for the Ed Fenn school.

**Motion** by Kathleen Kelley to accept \$340,000 for warrant Article 6 for an architectural/engineering study for renovations to the Ed Fenn school and the Gorham High school .

**Seconded** by Jean Tremblay.

**Vote:** **Motion passed with Jay Holmes opposed.**

- The Business Administrator read back the wording for the revised and combined Article #6 as follows:  
To see if the district will vote to raise and appropriate the sum of \$340,000 for hiring architectural/engineering firm and associated services as recommended by the building committee for addressing short-term needs and long-term plans for the school building facilities K-12.
- A summary of the status of the original warrant articles was given as follows:

Article 1. Standard school district report for co-op.	OK
Article 2. Salaries for Board Members	OK
Article 3. Basic Budget	OK with new totals for health care.
Article 4. Food program.	OK
Article 5. Federal Grants	OK
Article 6. Building Committee recommendations.	OK with revised total (\$340,000).
Article 7. Town can vote to change Article 6	DELETED
Article 8. Lease-purchase agreement for lockers	OK.
Article 9. Bus purchase.	OK with funds from capital reserve.
Article 10. Accept donations.	OK for new co-op district
Article 11. Trust fund expendable funds per RSA 31-25.	OK with trustees in Shelburne

**Motion** by Kathleen Kelley to accept the warrant articles, as read.

**Seconded** by Karen Cloutier.

**Vote:** **All in favor, motion passed.**

- The new budget is \$6,576,277 which includes an insurance savings of \$128,968.

## VII. Policy Committee Report

- A first reading of Sections H, F was made.
- Final copies of Sections C and D and appendix D were distributed.

**Motion** by Kathleen Kelley to accept 1<sup>st</sup> reading of Sections H & F.

**Seconded** by Jean Tremblay.

**Vote:** **All in favor, motion passed.**

## VIII. Annual Report

- Kathleen Kelly rescinded her previous report.
- The Executive Committee will meet to create a draft annual report, which will then be distributed to board members for input.

## IX. Non-Public Session

**Motion** by Angela Brown to enter into non-public session under RSA 91:A3IIc

**Seconded** by Alice Evankow

**Vote:** Karen Cloutier, yes; Kathleen Kelley, yes; Jay Holmes, yes; Mike Waddell, yes; Donna Goodrich, yes; Jean Tremblay, yes; Jo Carpenter, yes; Alice Evankow, yes; Angela Brown, yes; Michelle Cormier, yes; Wendy Niskanen, yes

Non-public session was to reiterate staffing options as a result of budget decisions.

Motion by Angela Brown to go out of non-public session

Seconded by Donna Goodrich

**Vote: All in favor**

Motion by Angela Brown to extend the meeting by 30 minutes

Seconded by Kathleen Kelley

**Vote: All in favor**

#### **X. Other**

- Angela Brown distributed a handout regarding music education.
- An invitation to meet on February 7th with the Facilities Committee and the Building Committee has been received.
- A new charge needs to be given to the Building Committee to include the architectural/engineering study for the Ed Fenn school.
- Jean Tremblay asked for support of the tour with the architects at Gorham Middle/High school on February 3<sup>rd</sup> at 1 pm.

#### **XI. Next Regular Meeting**

- A short co-op school board meeting will be held after the 6:30 pm Public Budget Hearing on February 15<sup>th</sup> at the Gorham Middle/High school.
- The regular co-op school board meeting will be held on February 22<sup>th</sup> at 6:30 pm at the Shelburne Town Hall.

#### **XII. Adjournment**

**Motion** by Mike Waddell to adjourn.

**Seconded** by Kathleen Kelly.

**Vote: All in favor, motion passed.**

Meeting adjourned at 10:00 pm.