

1. **Call to Order-Roll Call- Pledge of Allegiance:** Nelson called the meeting to order at 5:30pm and upon call of the roll the following board members were present: Nelson, Anderson and Kunz (late). Absent: Robinson and Leach.
2. **Budget Discussion:** D'Agostino stated that included in the packet is a memo with the proposed CIP warrant articles, the marshwood tuition rates for next year and it shows the tuition rates by year and all the a la carte rates for special education, the special education spreadsheet that the board has asked for, the Somersworth special education tiered rates and the tuition rates based on the contract as well the descriptions of the objects and function codes in case people wanted to know that they mean they are in there. She stated that there is a six page synopsis of what the back-up is and the back-up is attached and broken down by elementary, middle and high school. Nelson stated that she likes it broken out and then all together at the end, it is very useful.

Revenues

The projected Fiscal year 2017-2018 decrease in estimated revenue is approximately \$52,752 less than fiscal year 2016-2017, primarily due to FY 2017 reduction in catastrophic aid and the transfer from the fund balance to the SPED and Building Improvement Trust Funds. Nelson asked why the transfer reduces our revenue. D'Agostino stated the community voted to put in money from the fund balance and we had to take the money out and put it in our current budget for this year. The budget shows as more because of the transfer and in 17/18 we won't have it so we have to take it out. Nelson stated that it makes it sound like we have to raise that money. D'Agostino stated no because on the expense side the \$50,000 is taken out. She stated that we raised the money in 15/16 and asked to use it for the trust fund that became revenue from the expenses that we didn't spend to put into those two funds.

Expenditures

The fiscal year 2017-2018 proposed budget total is \$5,442,640. The proposed expenditure change is approximately -1.24% or \$68,151 less than fiscal year 2016-2017 approved budget. The change is due to the following highlights on pages 2 through 6.

Net Budget

The estimated Fiscal Year 2017-2018 Net Budget is approximately -.07% or \$15,399 less than fiscal year 2016-2017.

Total Rollinsford Projected Student Middle and High School Enrollments

Marshwood: 146

Somersworth: 11

Total: 157

Nelson stated that there is no contingency built into this budget. D'Agostino stated not at this time.

General Expenditure Items

- The proposed budget excludes warrant articles and the SAU expenses
- Teachers 10.78% NH Retirement rate increase from 15.67% to 17.36%
- Employees 1.88% NH Retirement rate increase from 11.17% to 11.38%
- Medical Insurance estimated rate increase of 7% over 2016-2017 actual rates
- Dental Insurance no estimated increase over 2016-2017 rates
- Workers compensation insurance rates estimated rate increase of 10% over 2016-2017 actual rates
- Unemployment Insurance did not increase over 2016-2017 rates.
- Property, Liability insurance rates estimated increase of 10% over 2016-2017 actual rates

Regular Education

- Salaries, FICA, Disability, Life and Retirement benefits changed for several reasons:
 1. Elimination of one elementary teacher
- Contracted Services Technology increased by \$2,000 based on actual services
- Copier/Lease Purchased increased by \$2,600 based on actual costs. D'Agostino stated that we know what the lease is, this is based on utilization. Lucas stated that we also had a new lease and new equipment.
- Internet access increased by \$1,500 based on actual cost.
- Tuition HS to Somersworth decreased by \$120,823 based on Rollinsford HS students enrolled in Somersworth. (10 students at \$12,200)
- Tuition to MS LEA's Outside state increased by \$15,248 based on Rollinsford MS students attending Marshwood. (44 students at \$10,168.50)
- Tuition HS LEA's Outside State increased by \$255,708 based on Rollinsford HS students attending Marshwood. (86 students at \$10,168.50 plus two students attending CTC program @ \$3800 each) Anderson asked if it was different tuition rates for middle and high school. Nelson stated that it is the same base rate with a tuition rate increase over last year. D'Agostino stated that this also adjusts to all the changes that happened and to where we are today.
- Software increased by \$7,400 based on software upgrades.
- Computer Hardware increased by \$17,057 based on upgrades. Lucas stated that a lot of things have exceeded their life expectancy and we need to replace things and this is the first step toward working to do that. Nelson asked if this will bring us up to date. Lucas stated that we have a three year plan and this is the first step in it.

Special Education

- Salaries, FICA, Disability, Life and Retirement benefits decreased/increased primarily due to staff changes:
 1. Elimination of Two Paraprofessionals
 2. One Title I Tutor Partly Funded. D'Agostino stated that based on a decrease in the Title I grant the tutor needs to be partially funded in the district budget. Supt. Mosca stated that we had taken it out of the budget this year but the person that came in came in with more experience so we needed to make up the difference.
- Contracted Services increased by \$1,376 based on actual services
- SPED Tuition to HS Somersworth decreased by \$23,273 based on Rollinsford HS SPED students enrollment in Somersworth.
- SPED Tuition to MS LEA's outside state increased by \$131,159 based on Rollinsford MS SPED students attending Marshwood.
- SPED Tuition to HS LEA's outside state decreased by \$29,514 based on Rollinsford HS SPED students attending Marshwood.
- SPED Tuition to HS Private School increased by \$45,531 based on out of district student services.

Speech Services

- Speech Professional Services increased by \$499.00 based on actual services.

PT/OT Professional Services

- PT/OT Professional Services decreased by \$1,103 based on actual services
- Adaptive Physical Education increased by \$7,500 based on actual services. Nelson asked if we contract out of adaptive PE. MacDonald stated yes. Nelson asked if the students go somewhere or if they come here to do it. MacDonald stated that the students go outside. Anderson asked if the students go out of district because the high school can't accommodate them. MacDonald stated that the students are placed out of district. Supt. Mosca stated that we don't have the program in district to meet their needs.

Audit Services

- Audit Services increased by \$2,000 based on actual services on what we have paid for the last few years.

Legal Services

- Legal Services decreased by \$2,000 based on actual services. D'Agostino stated that we haven't spent what we budgeted in the last few years so we reduced it by \$2,000. Nelson stated that is it next year that we will reopen negotiations. Supt. Mosca stated 18/19 so we will have to think about that when we build that budget.

Custodial Services

- Custodial salaries, Health, FICA, Disability, Retirement and Life benefits decreased/increased primarily due to staff changes and a proposed 2% wage increase for the facility manager and custodial staff. D'Agostino stated that there was a restructuring in the department again, in the current budget we had budgeted for two

part time custodians and now we have one full time custodian and we have a substitute to fill in when the custodian is out.

- Custodian Equipment decreased by \$1,400 based on actual needs.

Utilities

- Utilities decreased by \$15,000. D'Agostino stated that we didn't spend all the budget for oil and we got a good price so we decreased the budget. Lucas stated that Dick also made a lot of changes to affect the oil for a cost savings for the district. D'Agostino stated that we spent \$26,000 in 14/15 and in 15/16 we spent \$12,000 so we reduced the budget by \$15,000.

Maintenance

- Equipment Repairs increased by \$2,372. Items included: Boiler Tuning, Stage Curtain Fire Protection, Lifts and Auto Scrubber. Nelson stated that the lifts were just replaced. Lucas stated that this is for the service contracts.
- Maintenance Repairs decreased by \$174,100 based on a decrease for the FY 2017 Warrant article #6 for asbestos removal in the amount of \$70,000 and FY 20017 Warrant article #7 for 3-phase power in the amount of \$125,000 for a total decrease of \$195,000. This line also increased by \$20,900 for the following items: 1. PE Storage, 2. Softball Shed repair, 3. Ease side annex window, 4. Front Steps, 5. Kitchen Counters, 6. Flag Pole, 7. Summer Dumpster, 8. Door Flashing (N/S), 9. Interior Room Painting, 10. Ceiling Tiles, 11. Door Hardware (x3), 12. Main Building Bathroom and 13. Toilet, Sinks/Doors. Supt. Mosca stated that we don't have exact figures yet but we are increasing the bottom line by \$21,000. Lucas stated that we are pricing out warrant articles for the shed.

Equipment Maintenance

- Upkeep of Machinery decreased by \$1,000

Transportation

- Regular transportation decreased by \$22,745 based on the elimination of the kindergarten bus run. D'Agostino stated that this doesn't include after school transportation.
- SPED transportation increased by \$22,500 based on estimated additional high school SPED transportation services.

Transfer to Capital Reserve Fund

- Capital reserve fund decreased by \$50,000 based on the reduction of FY 2017 warrant article #8 for SPED trust fund in the amount of \$25,000 and the FY 2017 warrant article #9 for Building improvement trust fund in the amount of \$25,000.

D'Agostino stated that there is a pie chart included showing how much control the board has over expenditures. She stated that salaries and benefits is approximately 40% of the budget, contracted services is about 54% and the remainder is 3.2% which is supplies and maintenance. She stated that included in the packet is the back-up by school, elementary, middle and high and then the total budget. Also included after the total budget is the breakdown of salaries which are basically flat as we are in the process of negotiations. She stated that we haven't received

any notices for track changes or retirements and they have until November 1st. She stated that the support staff salaries reflects no increase and we have a blank TBD because we may need an additional staff member and we are in the process of hiring a new secretary and we don't know the amount of that yet so we left it flat. She stated that the last page of the packet is the tuition breakout.

3. **Questions:** Anderson asked what class rental is. D'Agostino stated that we have an agreement with fun time for child care. She stated that RGS charges \$220 per month for rental. Nelson asked what we base that on. D'Agostino stated the board decided the amount in 12/13 and it has remained the same. Nelson stated that we need to be ready to hit the ground running next month in order to finalize this budget. Supt. Mosca stated that the next workshop is before the next board meeting. Nelson stated that it was brought up that there is no contingency for tuition built in and we found that it hit us the first year, this budget gets us up to where we are right now and she would like to think about adding a few students. Kunz asked how much it changed last year. Supt. Mosca stated about 15-17 total. She stated that along the budget line we accounted for about 9 but we had six that we hadn't accounted for. She stated that she doesn't think that it would hurt to have some in there.
4. **Adjournment:** The workshop closed at 6:30pm.

Katie Krauss
Board Secretary

Pending Board Approval