

Sunapee School Board Meeting
December 8, 2010
SMHS Media Center

Call to Order:

Shaun Carroll called the meeting to order at 7:00 p.m.

Roll Call:

Shaun Carroll, Chair
Judy Trow, Vice Chair
Kim Denney
Edward Bailey
Brian Garland - Absent

Others Present:

Brendan Minnihan, Superintendent
Ray Palin, Media Coordinator
Sean Moynihan, SMHS Principal
Alan Pullman, SCES Principal
Mike Trojano, Business Administrator
Kate O'Connor, School Board Secretary
Kelly Cornish, Financial Services Manager
Wayne Palmer, Facilities Manager
Charlie Smith, BAC
Spec Bowers, BAC

Pledge of Allegiance/Moment of Silence:

Edward Bailey led the meeting in the Pledge of Allegiance and Shaun Carroll asked for a moment of silence.

Minutes:

Shaun Carroll asked that the secretary split the non-public minutes from the public minutes, so that the Board may vote on them separately. Shaun Carroll asked that the Board only vote on the public piece of the November 3, 2010 minutes; the non-public minutes will be brought forth at the January 5, 2011 meeting.

Judy Trow moved to approve the public portion of the November 3, 2010 minutes as presented. Kim Denney seconded the motion.
Vote unanimous.

Public Forum:

None

SCES Good News:

There was no good news presented tonight.

SMHS Good News:

There was no good news presented tonight.

Superintendent Communications:

Brendan Minnihan gave the Board the following news:

- The Sunapee Central Elementary School received a \$100 donation from the Kearsarge Presbyterian Church for any needs the students may have in the future.
- A retirement letter was shared from Linda Becker, SAU #85 administrative assistant, thanking the Board for a wonderful experience working in Sunapee.

Judy Trow moved to accept the retirement of Linda Becker at the end of June 2011.

Kim Denney seconded the motion.

Vote unanimous.

Removal of Old Policies:

Brendan Minnihan explained that he has received new policies from the State created to replace the following old policies; JH "Student Absences and Excuses" and JHB "Truancy".

Kim Denney moved that the Board remove the following old policies:

- JH – "Student Absences and Excuses"
- JHB – "Truancy"

Judy Trow seconded the motion.

Vote unanimous.

First Reading of Policy:

The Board received a brand new policy in their packet EBBB – "Indoor Air Quality" from the State. Brendan Minnihan asked the Board to read over the new policy; he will bring it forth again at the January meeting for a vote.

Budget:

Brendan Minnihan gave the following presentation to the Board:

- The financial office, school administrators and he, worked to cut the budget down to 4.3%, 3.7%, 3.5% and 3% per the Board.

- The proposed budget brought to the Board on December 4, 2010 is \$150,000 different from the default budget.
- He showed them a break down of what needs to be cut in the budget to get to each percentage:
 - Retain special education services of \$57,650 in the grants instead of adding to the operational budget; sometime in future budgets it will have to be moved.
 - Cut \$8,000 for landscaping i.e., parking lots and shrubs around the buildings.
 - Cut \$5,250 for office cabinets, desks and chairs.
 - Cut \$6,000 for middle school textbooks.
 - This cuts a total of \$76,900 and brings the budget to a **4.3%** increase.
- *The above cuts plus the following:*
 - Reduce one full time teacher, middle school math, to 33%. This position would then only teach two seventh grade math classes. This would be a big change, but is entirely workable. Sean Moynihan felt that the students would be unaffected.
 - The change cuts \$64,698 from the budget and brings it down to a **3.7%** increase, almost **3.5%**.
- *All above cuts plus the following:*
 - Eliminate the Sunapee Central Elementary School administrative assistant position currently held by Kathy Ward. He has spoken to Kathy and she is interested in taking Linda Becker's position at the SAU. \$10,000 would be set aside for someone to continue the ordering for SCES during the summertime.
 - The reduction cuts \$40,000 from the budget and brings it down to a **3.5%** increase.
- *All above cuts plus the following:*
 - Reduce \$3,000 on landscaping for the hill.
 - Reduce \$1200 under playground inspection. The insurance carrier, LGC, does a yearly routine inspection at no cost to the district, but Sunapee has always hired an outside contractor as well to do a second inspection.
 - Money is set-aside for preschool tuition for Sunapee students who attend a preschool outside of Sunapee. They found that the set-aside was too high and were able to reduce it by \$4,000.
 - \$3,625 was cut for various minor issues.
 - There was a reduction of \$2,600 in facilities.
 - The elementary school window project has \$13,000 left of work to finish. The district can pay for it out of the facilities capital reserve.
 - These reductions bring the total budget down to **2.83%**

The following questions came from the Board and BAC members:

- How many windows need to be fixed at SCES? Seventeen
- Do the salary lines shown in the presentation include benefits? Yes
- What are the special education services that are being kept in the grant versus being put in the operating budget? Contracted services

- Does the SMHS library carpet really need to be replaced this year because it is in the budget for \$10,000? The State just put out a new policy covering indoor air quality; the carpet falls under that guideline. It is better to replace and keep up with the maintenance than falling behind and then having an issue.
- Why do we cover fingerprinting for our employees, why don't we make them pay it themselves, it could save money? The majority of fingerprints done are not on Sunapee School District employees, but volunteers or parents/guardians attending as chaperones on field trips. It can get expensive for them and it is more difficult for the district then to find people to go. This was understood.
- Are there no cuts in raises? No. The district is following the contract made with the Teacher's Union that states something like a "step increase", but does not include a cost of living increase.
- Are EYP costs going to rise for next year; have we budgeted correctly? There are no further costs at this time.
- Why are psychologist costs up? This is due to evaluations done at the preschool level. Since this is new, they can budget somewhat, but won't have a better idea until next year's budget. Brendan stated that he would like to have the evaluations done in house at some point instead of as a contracted service.

BAC member, Spec Powers, told the Board they should emphasize that with these cuts, the difference between the proposed operating budget and the default budget is less than five cents. This will help taxpayers when voting.

Brendan Minnihan said he will write a synopsis of the budget to be sent out to the voters prior to the vote in March.

Judy Trow said she is happy with the warrant article asking the town to approve the use of \$135,000 to finish the Blodgett Property out of the School Facilities Capital Reserve fund as it will still leave \$77,000 in case of an emergency. The other Board members agreed.

Judy Trow asked if there is money in the operating budget in case it does not get approved for rent of the current SAU building. Mike Trojano stated there is only enough budgeted for two months.

Kim Denney moved to approve warrant article four asking for \$135,000 to be taken from the School Facilities Capital Reserve Fund to finish the work on the Blodgett Property. Judy Trow seconded the motion.

Vote unanimous.

Kim Denney moved to approve the warrant article asking for \$25,000 to be put in the Special Education Trust Fund in case of emergencies.

Judy Trow seconded the motion.

Vote unanimous.

Kim Denney moved to approve the 2011-2012 operating budget of \$10,339,291.00.

Judy Trow seconded the motion.

Vote unanimous.

Kim Denney moved to approve the 2011-2012 default budget of \$10,338,610.00.
Judy Trow seconded the motion.
Vote unanimous.

Overnight Field Trip:

Brendan Minnihan explained that the overnight field trip for the Boy's Varsity Basketball team to attend the Basketball Jamboree in Windsor Locks, CT already took place between December 3, 2010 and December 5, 2010. He was unable to bring it to the Board since the Board did not hold its regular meeting on December 1, 2010. Everyone had a good time and there were no issues. He felt he should still bring it to the Board as they do like to approve them. The Board thanked him for informing them.

Manifest:

Kim Denney moved to approve the following A/P and payroll manifests:

- #2011-12 = \$66,032.51
- #2011-13 = \$127,731.39
- #2911-14 = \$64,128.62
- #2011-10 = \$200,157.55
- #2011-11 = \$309,710.29
- #2011-14 = \$370,069.67


Judy Trow seconded the motion.
Vote unanimous.

Shaun Carroll stated that the Town Selectmen had decided to not put out an annual report. He would like to see how it is received in the area and then have the Board discuss if they would like to create its own annual report for next year. This can be discussed at a later date.

Agenda for Next Meeting, January 5, 2011:

- Approval of Policy - EBBB
- Blodgett Property
- Manifest
- Minutes

Respectfully Submitted By,



Kate O'Connor
Sunapee School Board Secretary