

SCHOOL ADMINISTRATIVE UNIT NO. 12
Office of the Superintendent of Schools
Londonderry, New Hampshire 03053

5 A concurrent meeting of the School Administrative Unit No. 12 School Board and the Londonderry School District School Board was held on **Thursday, December 17, 2015** at 7:00PM at the Londonderry Town Office, Moose Hill Conference Room, 268B Mammoth Road, Londonderry, NH. In attendance were School Board members: Mrs. Hendricks, Mr. Laferriere, Mr. Lekas, Mrs. Reilly and Mr. Young. Also in attendance were Superintendent, Mr. Greenberg, Business Administrator, Mr. Curro and School Board Secretary, Lisa Muse. Budget Committee members in attendance were Mr. Combes, Mr. Coons, Mr. Warner and Mr. Vermillion.

1. **Call To Order:** The meeting was called to order at 7:00PM by Mr. Young.

15 2. **Pledge of Allegiance:** The Pledge of Allegiance was led by Mr. Vermillion

3. **Presentations:** Mr. Curro mentioned January 12th is the last date to submit citizen petition articles, January 14th meeting is a public hearing where warrant articles/budget and the amendment to the school charter will be discussed, January 20th – 29th is the filing period for candidates which we have seats open for (one school board, one district clerk, one treasurer and one moderator), February 5th is the School Deliberative Session, and February 6th is the Town Deliberative Session, March 8th is public elections and voting day.

3.1 **Auditor’s Report Presentation FY16 – Peter Curro: Bob Vachon and Tammy Webb present.** The year ended June 30, 2015, the district received an Unmodified Opinion. They provide a Power Point slide show. They went over the General Fund Budget and Actual Comparison. They discussed the New Pronouncement – GASB #68 – Accounting and Financial Reporting for Pensions. This does not affect your General Fund or your tax rate. GASB#68 is an unfunded liability that the District cannot simply pay off. The estimated share of the unfunded liability is based on the total retirement contributions paid into the plan during the fiscal year. They went over the Statement of Net Position comparing 2014 and 2015. They discussed that the District expended approximately \$1.7 million in federal awards, and a federal compliance audit was performed. Key items they are required to report are: They conducted the audit in accordance with generally accepted auditing standards, they were able to satisfy themselves about all accounting estimates, a listing of the material audit adjustments has been provided, and no unusual issues were discussed prior to their retention as auditors.

35 Mr. Young wanted the public to understand that the retirement liabilities are a new item required to put onto our balance sheets and it’s not a check we need to write. There are certain things we need to have on our records that don’t affect our day to day business.

40 4. **Consent Agenda:** *Mr. Laferriere made a motion to accept the consent agenda. Mrs. Hendricks seconded the motion. Motion passed by a 5-0-0 vote.*

4.1 **Retirement(s):**

Deanna Armstrong Teacher Middle School

4.2 **Meetings**

45	January 5, 2016	Regular Meeting	7:00PM	Town Offices
	January 7, 2016	Budget Workshop	7:00PM	TBD
	January 14, 2016	Budget Public Hearing	7:00PM	Town Offices
	January 19, 2016	Regular Meeting	7:00PM	Town Offices

5. Budget Workshop

5.1 Food Service: Amanda Venezia, Director of Dining Services and Peter Curro:

There was a Power Point slideshow. Mrs. Venezia discussed the District Wide Meal Sales (per day). High School Meal Sales showed an increase. There is talk about the new signage. The salad bar opened today and sold 110 salad meals. The district will reimburse Dining Services for free and reduced meals at the High School. It is mentioned how well the concession stand program is running since Dining Services took over. They went over the FY 17 Budget Highlights. Travel and Conferences is a new item this year required by the government. New Ventures include the concession stand and events, new catering menu located on the website. The school store, Lancer Locker, will integrate the school store with dining services. Modifications are being made and dining services might staff but will not compete with each other. Students can use their lunch account within the school store to buy yearbooks, etc. Mrs. Venezia felt this is the perfect time to integrate this program and will be very easy for parents. She discussed the State and Department of Ed and how surplus and commodity foods are handled. Mr. Coons asked in regard to the State did the Salem school system have to go through what we did. Mr. Curro said the issue is Salem has their commodities delivered to the individual schools and much of the preparation is done at the schools. We have all commodities delivered to the High School and most food is prepared at our High School. Mr. Combes wondered what the projection will be for the upcoming year. Mr. Curro said it's very difficult to say what the upcoming year will be, but we are off to a great start. Mr. Lekas asked if there is a way to not allow children to purchase items from the school store. Mrs. Venezia said yes.

5.2 IT: Peter Curro: Mr. Curro went over the Budget Presentation FY2017 discussing general information, objectives, proposed budget and special article. The technology staff consists of: IT Director (vacant), Database Admin, Network Admin, Web Technician, Video Technician, 3 support specialists, 1 computer Ed assistant and 5 Tech/Library Assistants. Mr. Curro went over the hardware and software equipment at each school. He discussed user accounts, email accounts, emails received and support. The objective of the IT Department strives to create an infrastructure that supports the curriculum and administrative objectives of the school district. He discussed the Proposed Budget FY2017 of \$750,161. The current operating budget of FY2016 was \$495,200. The variance of \$254,961 – Equipment = \$270,581 of the total variance broken down to all the schools/district. The District Communication Plan strategy is supported and powered by the IT Department and technology initiatives. Parts of this plan are the web page, LEO, radio and social media. The warrant article as proposed will not lapse until 2020. This will include the backbone of the network and it will improve the wireless expansion. This will provide a strong and dependable signal district wide. We watched a video of what we can expect from future students. Mrs. Hendricks asked about the High School equipment and the bring you own device program. She asked if students are going to have better access when we have the new equipment. Mr. Curro said yes. Mr. Laferriere asked what the depreciation cycles are and Mr. Curro said a lot of the equipment is seven or eight years old and the average is five years.

5.3 Buildings and Grounds: Chuck Zappala: Mr. Zappala discussed the fact that the School District physical plant is one of the largest in NH among public school systems. A big part of the budget is the supply accounts. Maintenance Trust Fund is funded through a separate warrant article. Used for large, one time projects that are too expensive for the District Wide construction account. The Capital Improvements run through 2022 and include millions of dollars of identified needs. A list of the 2014 Maintenance Bond is included in the slideshow. Most of the projects have been completed but a few are still in progress like the Dining Services Renovations and the High School Roof Replacement. The Moose Hill roof replacement will be done in the summer of 2016. Mrs. Hendricks asked about the Moose Hill roof and if that would be completed during the summer. Mr. Zappala said they will get in right after school gets out and hopes to finish by mid- August.

5.4 Equipment Trust

5.5 District Office: Peter Curro This starts on page 315 of the budget book. School board

services are level funded. The audit and legal services are level funded. In March, Mr. Curro pitched the bus routing and alert into the student transportation. Due to legal issues, we could not implement this in FY16 and he felt they are still needed and are proposed in the FY17. He described what the bus routing is, the alert system and the GPS system. In student transportation there is a recommendation of one additional bus. This bus will cover the northeast quadrant. Right now, it's the kindergarten service in that area is being looked at because they are just getting to school on time. An additional cost for a bus is \$49,424. Health insurance is for all district employees who are eligible. Health trust and School Care are the risk pools we work with. In order to be compliant with Obamacare, at some point during the year, we need to report to the IRS what each employee and dependent took for insurance for every month. Risk pools help the district to stay informed and trained. Mr. Curro and Mrs. Swenson sit on the Boards of the risk pools which is very beneficial. Workman's comp will be an issue due to the PLT issue. We are currently looking for a new carrier because PLT is in a runoff stage. The District hopes to have a new carrier identified for property liability and workman's comp by February. Mrs. Reilly asked why if enrollment is going down we are adding a bus. Mr. Curro said the location of the houses dictates this. The northeast quadrant is difficult to get to, they run into traffic problems and several new additions going on. Geographic plays a big part in the decision of a new bus. The number of buses has been reduced over the past six years by five or six. Mrs. Reilly asked about the legal costs and we have always budgeted about \$50,000 but she doesn't recall us ever using that much. Mr. Greenberg said we have had several legal cases that have used up \$31,000 already this year which might cause us to go over budget. Mr. Combes asked about the legal expenses on page 323/Office of Superintendent/Other Professional line. The facilities study is included in that amount which the Board approved said Mr. Greenberg along with the enrollment projection study. Mrs. McKenney went over the FY17 revenues and the \$1.4 million drop mainly from adequacy and fund balance. Revenues are broken into State, Local and Fund Balance. State revenues are down about \$328,000 and state adequacy is down by \$584,000 compared to last year. CAT AID funding is about \$300,000 – the State can always reduce this. Building aide is \$550,000 and they expect that to go down for FY2018 when LMS bond comes off. State property tax is showing a \$229,000 increase. Local revenue is up \$200,000. Tuition is \$297,000 more than FY16. We have budgeted for 100 Hooksett/Candia/Auburn students at about \$11,000 per student. In the Fund Balance we see a reduction in revenue. There is \$1.4 million less in revenue than we were last year. The tax base has increased by about \$46 million due to the added construction at the airport area which is adding to our tax base. The more revenues we get we can reduce the tax rate.

6. Non-Public Session:

Non-Public Session requested under RSA 91-A:3, Section II (b). Please see attached Confidential Memorandum. Mr. Laferriere made the motion to move into non-public session requested under RSA 91-A:3, Section II (b). Mr. Lekas seconded the motion. Motion passed by roll call vote.

7. Adjournment

The meeting was adjourned at 9:38PM.

Respectfully submitted,

Lisa Muse
School Board Secretary

Londonderry School Board
Non-Public Minutes
Thursday, December 17, 2015

5 PRESENT: Board Members: Mr. Young, Mr. Laferriere, Mrs. Reilly, Mrs. Hendricks, and
Mr. Lekas
Superintendent of Schools: Mr. Greenberg
Assistant Superintendent: Mr. Laliberte
10 Director of Business Administration: Mr. Curro
Director of Human Resources: Mrs. Swenson

Mr. Laferriere moved, seconded by Mr. Lekas and passed unanimously (5-0) to enter non-public
session under RSA 91-A:3, Section II (b) at 9:40PM.
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Discussion of personnel matter

20 Mr. Lekas moved, seconded by Mrs. Hendricks and passed unanimously (5-0) to exit non-public
session at 10:25PM.

Mrs. Hendricks moved, seconded by Mr. Lekas and passed unanimously (5-0) to adjourn public
session at 10:26PM.
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Respectfully submitted,

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Nathan S. Greenberg
Superintendent of Schools