

LITCHFIELD SCHOOL DISTRICT

Our mission is to provide rigorous and varied educational opportunities that challenge and engage all students to attain their highest level of intellectual, social, physical, and emotional growth. (2007)

**LITCHFIELD SCHOOL BOARD
SCHOOL ADMINISTRATIVE UNIT NO. 27
Litchfield, New Hampshire 03052**

Approved Minutes for October 21, 2017

In Attendance: Brian Bourque, Chair
Christina Harrison, Vice Chair
Derek Barka, Board Member
John York, Board Member
Elizabeth MacDonald, Board Member
James L. O'Neill, Superintendent
Cory Izbicki, Business Administrator
Michele E. Flynn, Administrative Assistant

(Agenda items may not be in the order in which they were addressed.)

I. PUBLIC SESSION

8:00 a.m.

A. Call to Order

Mr. Bourque called the meeting to order at 8:05 a.m.

B. Pledge of Allegiance

C. Review & Revision of Agenda

There were no revisions to the agenda.

D. Presentations

- 2018-2019 REQUESTED BUDGET PRESENTATIONS:

1) EDUCATION OVERVIEW:

Mr. O'Neill provided a presentation overview of major priorities in the FY19 school district budget.

A. KINDERGARTEN

Mr. O'Neill provided rationale for including full day kindergarten in the FY19 budget:

- The State Legislature passed a bill to help fund full day kindergarten for school districts who implement it in the 2018-2019 school year.
- Early intervention contributes to increased school readiness where students are better prepared for primary grade learning and do better with the transition to first grade.
- Leads to higher achievement.
- Supports English and literacy; math and numeracy skills that are critical by grade 3.
- A full day program was approved by the voters in 2005 with guaranteed construction and implementation funding from the State.
- Kindergarten classrooms are included in the Town Capital Improvement Plan.
- Funding from Keno proceeds for districts implementing full day kindergarten amount to an additional \$1,100 per full day kindergarten student.

B. 1:1 COMPUTING

Mr. O'Neill provided an overview of migration of the 1:1 Computing Program to LMS.

- The program has been fully implemented at CHS.
- Migration to LMS for 2019 is included in the FY19 budget.
- A hybrid model is planned for GMS.

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C. LEARNING COMMONS

Mr. O'Neill provided rationale for implementation of Library Learning Commons in the district.

- Learning Commons support academic success by not only providing library services and resources, but
 - information literacy instruction
 - academic assistance
 - student-centered facilities
 - innovative technology
 - Makerspaces
 - small group learning spaces
- Learning Commons are an integral component of technology.

D. CONTINUATION OF 3 YEAR EXPENDITURES

Mr. O'Neill reported that the district is using 3 year averages of actual expenditures in budget development, which provides a more accurate view based on trends over a three year period. He indicated the district will continue to use this method in budget development.

2) DISTRICT OVERVIEW

Mr. Izbicki presented the FY19 Budget process overview to the Board:

- Received the original requested budget from budget managers
- The requested budgets were reviewed by the Superintendent and Business Administrator with budget managers
- The Superintendent and Business Administrator applied strategic changes to the budget
- A strategic list was created, which includes budget items pulled out of the budget that will be prioritized as the district goes through the budget and manages the fund balance
- The FY19 budget is reduced in all areas
- Salaries and benefits has been reduced by attrition (\$200,000) across that budget
- The requested budget was reduced by \$622,000
- The budget is a 2.94% increase over FY18; items on the addendum push the percentage to 3.1% over FY18
- Items not under district control include CBAs, transportation, retirement totaling approximately \$201,642; special education items totaling approximately \$175,000
- The operational budget includes full day kindergarten and estimated cost items associated with its implementation
- SAU budget increase in conferences/workshops for new superintendent
- School Board budget decrease mainly due to audit services cost reduction
- HR budget decreased 17%
- Technology and Curriculum had some spend ahead in 2017 that was allocated in FY18; those amounts are reallocated to other areas in 2019
- GMS increase due to implementation of full day kindergarten
- LMS has a minimal increase
- CHS decreased 2%
- Business budget eliminated actuarial line
- Buildings and Grounds increase in Site accounts due to implementation of full day kindergarten
- Food Service has decreased.

3) FY19 CHS REQUESTED BUDGET

Mr. Lonergan presented the FY19 CHS Requested budget to the Board. He provided some budget highlights:

- Fewer textbook cost requests since moving to the 1:1 computing program
- Some apps are not Google related and are budgeted
- Focused on improving the science programs over the next two years
- Fewer paper materials requested
- Some equipment (i.e. locker room locks, range hoods FACS room, Laminator) are out of date or have failed

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- Mannequins for CPR out of date
- Materials in Tech Ed classrooms are at end of life or out of date
- Replacement piano for Music Department
- Tablets requested for Tech Ed since Chromebooks cannot be used programmatically
- Decrease in vocational program enrollment
- PSAT 8-9 was recommended by Guidance to assess CHS freshmen and sophomores
- Lacrosse is now part of the athletics program and will increase costs in some areas of athletics and transportation
- CHS in the last stages of NEASC for accreditation
- Looking at more digital content in the curriculum.

Mr. Bourque asked about the decrease of close to \$2,000 in the Lease line. Mr. Lonergan indicated that is due to new copier

Mr. Bourque commented that the number of students used to calculate supply costs in the budget is 470, but the projection is 445. Mr. Lonergan indicated that will be addressed.

Mr. Barka inquired about the annual ropes course. Mr. Lonergan indicated that CHS still utilizes it.

Mr. Bourque commented the number of locks budgeted is double the population of the school. Mr. Lonergan commented that there are lockers for both boys and girls athletics teams as well as school lockers.

Mr. Bourque asked why reality babies are still listed in the budget. He recalled that some were bought last year. Mr. Lonergan commented that the FACS teacher would like to have more available to students.

Mr. Bourque asked why IT is suggesting another printer in the budget. Mr. Lonergan indicated it is not a typical printer, but a printer for graphic design that is also used for other areas in the school.

Mr. York commented that the larger overview of copiers and printers in the school cost more to own the machines than it would if paid per click. He suggested looking at leasing on a district-wide level. He indicated that there should be print stations in each building.

Mr. Lonergan was concerned if the printer is located in a classroom, the teacher in that room becomes responsible for what is sent to it.

Mr. York indicated that the jobs can be delayed by passcode. He commented there are a lot of printers in many offices and we should decide if we are going to support those printers. He noted if we are putting printer networks around the schools, we should reconsider individual printers.

Mr. York asked why 9 Samsung Galaxy tablets are needed for Computer Ed. Mr. Lonergan indicated the program the teacher would like to do is not possible on the Chromebook.

Mr. York did not agree that Samsung tablets should be used in the class. Mr. Barka commented that Chromebooks do not run an Android OS.

Mr. York commented Kindle Fire tablets are less expensive. Mr. Barka commented if they are doing real app development, they will need the requested tablets. Mr. Bourque indicated that the Board can ask Mr. Pelletier during his budget presentation.

Mr. Bourque asked if the reduction in vocational tuition is a trend. Mr. Lonergan commented that it is a trending decrease in enrollment. He noted that scheduling is a contributing factor.

Mr. York asked if students are transporting themselves. Mr. O'Neill indicated some do transport themselves. Mr. Lonergan indicated it is limited by the host school's ability to provide available parking.

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Mr. York commented that students are still transporting by bus in small numbers. He asked if the bus company can provide a more economical method. Mr. Izbicki explained that those discussions occurred and the vendor cannot provide that type of transportation.

Mr. York commented that more research is needed to find a more economical way to transport smaller numbers of students.

Mr. Bourque asked about the increase in game officials. Mr. Lonergan commented that pre-season games were included in the budget. He noted each game has two game officials.

Mrs. Harrison asked with the increase in game officials, including Lacrosse, why did is there a \$7,000 increase. Mr. Lonergan explained that pre-season game expenses were not in the budget last year.

Mr. Bourque asked for clarification.

Mrs. Harrison requested that the Athletics department scale back some on supplies. Mr. Lonergan indicated he will speak to the Athletic Director. Mr. York commented the costs are close to what they spend annually.

Mr. Bourque asked what is driving the increase in Information Access Fees. Mr. Lonergan indicated that ebook requests are driving the increase.

Mr. Barka asked why a drone is budgeted in the Library budget. Mr. Lonergan commented that is part of the request for the Learning Commons. He explained the Librarian was thinking it would help more technology Makerspace items, as well as benefit the whole school.

Mr. Bourque asked why there is a difference in the cost for a subscription to the Nashua Telegraph between CHS and the SAU.

Mr. York commented if you purchase one subscription you can access it online for free.

Mr. Lonergan indicated he will call the Telegraph and get that information.

Mr. O'Neill commented the bottom line for the FY19 CHS budget is reflecting a decrease. He congratulated Mr. Lonergan for bringing a conservative budget forward.

4) FY19 LMS REQUESTED BUDGET

Mr. Lecklider presented the FY19 LMS Requested budget to the Board. He reviewed some of the occurrences over the past year at LMS that included the emphasis on STEAM at LMS, the technology and opportunities that have opened up for students and teachers, Project Lead the Way and the impact the program has had on science and technology initiatives, and moving toward Library Learning Commons. Mr. Lecklider provided some budget highlights:

- Focus on increasing the opportunities in Unified Arts
- 1:1 Computing will put technology into the classroom and increase achievement, learning and create opportunities for students
- Partnership with Plymouth State University for learning commons model
- Request for lease on musical instruments for students (and through high school) on a five year program.

Mr. Lecklider commented that the average cost to educate students in middle school in New Hampshire is \$14,200 and in our district the average cost per pupil is \$12,700. He noted that Litchfield has the 8th lowest cost per pupil in the state. He indicated a conservative middle school budget has been prepared over the years. He recognized the staff for what they do to make student learning happen successfully.

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Mr. Izbicki mentioned items associated with the Learning Commons and 1:1 Computing have been pulled out of the LMS budget and placed in a strategic budget. He explained as we manage the fund balance, it will be determined if items on the strategic budget list can be implemented by using monies from the fund balance.

Mrs. MacDonald asked about the costs budgeted for ebooks. Mr. Lecklider indicated the cost includes both ebooks and regular books.

Mr. York asked about the additional equipment listed under Learning Commons. Mr. Lecklider indicated it is for a 3D printer.

There was some discussion about library learning commons and Makerspaces.

Mrs. MacDonald asked about quiet areas in the library. Mr. Lecklider indicated there are sections that are cordoned off.

Mr. Bourque asked about the costs budgeted for post season transportation. Mr. Lecklider indicated the cost has been budgeted for all teams and historically, it is has been enough. He commented LMS has hosted a lot of playoff games and has been very fortunate.

Mr. York asked if the district can look into providing 1:1 technology for Algebra and Spanish students at LMS. He indicated those students have much homework on the computer.

Mr. Lecklider commented that he has seen so many of the teachers getting ahead of this curve. He indicated areas that were traditionally not web-based are now moving in that direction.

Mr. O'Neill commented it is something we have had discussion about and we believe there is money in the budget this year. He indicated a proposal will be brought before the Board.

5) FY19 GMS REQUESTED BUDGET

Mr. Thompson presented the FY19 GMS Requested budget to the Board. He explained the budget is centered around the three major priorities of the district:

- Full day kindergarten implementation costs are included in the GMS budget
 - It is more biologically and economically efficient to provide early learning for brain development
 - It is important to give children what they need at that stage to keep up with their peers
 - 43% of our students were below average in early literacy; 28% of our incoming kindergarten students were below average in numeracy
 - 49% of pre-k students were below average in literacy and 45% were below average in numeracy
- Technology has moved quickly in recent years and GMS added a computer lab, weekly computer instruction, smart boards or interactive projectors in every classroom, Chromebooks for all teachers, Chromebook carts for students and mobile labs
- Supplies for Project Lead the Way are at the maintenance level
- Plymouth State University visited GMS last year to provide information on learning commons
- Learning Commons requests include furniture for more comfortable space in the library
 - Learning Commons is about relationships between students and how they interact in those spaces
 - Relationships between students and information
 - Looking into the transition from library as a special to using it in a different way
 - Teachers are concerned children still learn how to use the library as the resource it is.

Mr. Thompson commented that the kindergarten budget actually impacts nearly every department of the budget. He indicated in the overview provided by Mr. Izbicki we have ten function codes and actually 0% change in four areas. He noted that regular instruction has increased due to full day kindergarten.

Mr. Bourque asked about the increase in the furniture line. Mr. Thompson indicated it is tied to full day kindergarten. Mr. Izbicki indicated that is to equip the kindergarten classrooms.

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Mr. Bourque asked if anything that has to do with the learning commons is being pulled out of the GMS budget. Mr. Izbicki indicated it would be placed in the strategic budget.

Mr. Bourque asked why that is not being done with full day kindergarten. Mr. Izbicki explained that by pulling out strategic items the district is trying to limit the growth of the operating budget from year to year and manage the fund balance.

Mr. O'Neill explained that kindergarten is the highest priority and we wanted it in the budget so it would be able to stand on its own.

Mr. Thompson provided some highlights from the budget:

- The regular instruction overall increase is \$37,645
- The request for full day kindergarten is \$41,735
- If full day kindergarten were not included in the budget it would be a reduction of \$4,006.

Mr. York shared a story that was featured on WMUR regarding accelerated classrooms.

Mr. Thompson commented there was a discussion about accelerated classes. He indicated GMS has SERFA, differentiation in the classroom, small groups that work with the teacher or reading tutors so students are being challenged on their level, differentiation within the grade level, and the enrichment tutor is working with selected students based on standardized achievement tests.

Mrs. MacDonald commented her classroom is differentiated. She believes it should be done at every grade level since we do not have leveling in math.

Mr. Thompson commented we have math tutors, an enrichment tutor, Title I tutors and the teacher can differentiate with Envisions.

Mr. York commented the only point is to encourage the elementary school administration to contact Manchester and begin the process of overview of that program to determine if it is something that could work in our district. He indicated the Superintendent thought the return was positive.

Mr. O'Neill believes every child should have instruction appropriate for their level. He noted he does not believe in leveling.

Mrs. Harrison commented it sounds as if SERFA for literacy involves much scheduling, but is working. She indicates something similar is needed in math.

Mr. Thompson commented Title I is very specific – it is not supplanting but supplementing the instruction. He indicated there are three district funded reading tutors who are not bound by that regulation and have more flexibility; in math there is one tutor that is district funded and two tutors who are Title I funded that can only work with the students who have the greatest need.

6) FY19 CURRICULUM DEVELOPMENT REQUESTED BUDGET

Dr. Childress presented the FY19 Curriculum Development Requested budget to the Board. She provided some budget highlights:

- Some textbooks were requested from building levels
- Textbook needs for full day kindergarten included
- Costs for speakers is conservative.

Mr. Bourque asked about the decrease in textbook costs budgeted. Mr. Izbicki indicated that items were purchased ahead at the end of FY17 for FY18.

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Mr. Bourque asked Mr. Izbicki to make a notation regarding the spend ahead in the budget for the Budget Committee.

Mr. York asked about costs budgeted for digital music. Dr. Childress indicated it is the full music curriculum.

7) FY19 SPECIAL SERVICES REQUESTED BUDGET

Mrs. Bandurski presented the FY19 Special Services Requested budget to the Board. She provided some budget highlights:

- Special Services encompasses special education, 504, homeless students, home school students court involved, foster care and ELL students
- Currently starting the year with 422 students and 14 in the referral process
- Professional services are for students we know of at this time
- Special Services provides 1:1 nursing, behavioral services, teacher for hearing impaired, visually impaired, which are all IEP driven
- Out of District tuition is based on students known at this time and those that we know are coming in
- Transportation relies not only on First Student, but other providers as well
- Increases in technology replacements are for teachers and providers throughout the district.

Mr. Bourque asked about the Chromebook purchases. Mrs. Bandurski indicated the Chromebooks are for elementary and middle students that are visually or hearing impaired.

Mr. York asked about the laptop purchases. Mrs. Bandurski indicated the laptops are for the teachers.

Mr. York commented on the cost for toner cartridges and asked why there are printers in Special Services. Mrs. MacDonald commented the printers are for confidentiality.

Mr. Bourque asked about funds budgeted in the miscellaneous line. Mrs. Bandurski indicated we have to service student to age 21 and provide experience opportunities, community and life skills.

Mr. Bourque asked if this is the first time using this line. Mrs. Bandurski indicated we just began this year and are trying to build the program and use more resources.

Mr. Bourque asked about the potential increase in special education transportation costs. Mrs. Bandurski indicated she is working the Mr. Izbicki on a resolution for the transportation provider, but if there is no resolution it will be an increase of 100%.

Mr. Izbicki indicated they increased the cost without notification and there is no contract with those providers.

Mr. York asked if each student goes to a different place. Mrs. Bandurski indicated that they combine runs with other districts when they can. She explained some locations have different start times than others. She commented we do not know ahead of time if there will be students from other districts that will be going to the same destinations.

Mr. Izbicki commented that if we want to combine runs, the other party has to agree.

Mrs. Bandurski commented homeless students that were enrolled in Litchfield may end up living in another town, but are still able to attend the original school.

Mr. York commented the cost of transportation of all of our students is getting higher and higher. He indicated at some point in time we have to find some control of the costs.

Mr. Izbicki indicated we have one more year on the transportation contract with First Student and we will be reaching out with an RFP to see if there is any other interest.

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Mr. Bourque asked about the cost increase for special education and the potential impact.

Mr. Izbicki indicated it could cost \$220 per day.

Mrs. Harrison indicated we need to budget for the increase. Mr. Bourque noted we need to inform the Budget Committee about the transportation cost.

Mr. Barka left at approximately 11:00 am.

8) FY19 HR AND SALARIES/BENEFITS REQUESTED BUDGETS

HR

Mrs. Messenger presented the FY19 HR Requested budget. She noted that there is a decrease of \$1,740, which is attributed to reductions in Conference/Workshops, New Hires, Professional Services, Advertising and Travel.

Mr. Bourque asked about costs for background investigations and fingerprinting budgeted the New Hires account. Mrs. Messenger indicated that account includes background checks and fingerprinting for volunteers. She noted that newly hired employees pay for their background checks.

Mrs. Harrison was concerned that substitutes only make \$13 per hour. She suggested considering if they do not want to apply as substitutes because they have to pay for the background investigation.

Mr. O'Neill indicated that there are not as many people looking for jobs as the unemployment rate is very low in New Hampshire.

Mr. York commented that private sector employers pay for the background investigations of their prospective employees. He does not understand why the employee has to pay for the background check.

Mr. O'Neill commented that has been the long standing practice of the district. He indicated that changing that practice would be a Board decision. Mr. Izbicki indicated it is not unique to Litchfield.

Mr. Bourque asked of the people hired, how many have refused and left because of the cost. Mrs. Messenger indicated that some complain about the cost, but none have left or refused.

Mr. O'Neill indicated that in most districts it is an essential pre-condition of employment.

SALARIES AND BENEFITS

Mrs. Messenger presented the FY19 Salaries and Benefits Requested budget to the Board:

- Increase of 1.04%
- GMR for Health Insurance is 5%
- LEA will be paying 1% more toward their insurance
- LSS will be paying 1.5% more toward their insurance
- Dental Insurance increase is estimated at 5%, but has not increased in the last five years
- No change in retirement contributions
- There are increases in the budget for LEA and LSS salaries
- 3% increase in wages for non-union staff
- \$35,500 included for administrative raises
- \$135,000 salary for Superintendent position for 2018-2019
- More information provided for substitutes' salaries
- Some attrition reductions totaling \$150,000 in salaries and \$50,000 in benefits
- Teacher and Paraprofessional grade changes are included
- Severance payouts and administrator vacation buybacks

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- No new or expanded position requests in the budget – will fill full day kindergarten staff positions with existing positions at LMS and GMS.

Mr. Bourque asked about custodian overtime. He asked for an analysis of overtime.

9) FY19 TECHNOLOGY REQUESTED BUDGET

Mr. Pelletier presented the FY19 Technology Requested budget to the Board.

Mr. Bourque inquired about the inclusion of Galaxy tablets for Computer Education. Mr. Pelletier explained that they are creating Android apps and using an app inventor that is designed to work with an Android operating system. He observed that Chrome will eventually have compatibility with Android, but they are not there yet.

Mr. Pelletier commented that the implementation of 1:1 computing at the high school changed our infrastructure. He indicated in order to change our budget to accommodate the infrastructure, we were able to decrease the five year replacement plan for the following two years, increase the connectivity, shift in replacement funds at CHS and move some to LMS and GMS.

Mr. Bourque commented there are 115 Chromebooks budgeted for incoming freshmen and the graduating seniors' devices will go to LMS. Mr. Pelletier indicated that is correct.

Mr. York commented on the increase for Infinite Campus. He indicated when we met the other day, it did not seem that the Guidance Director is thrilled with Infinite Campus. He suggested if there is a concern we should do something different (i.e. another system).

Mr. O'Neill commented the district made a commitment to Infinite Campus a few years ago. He noted it is complicated and complex, and much was spent on training. He indicated other systems are more user friendly.

Mr. Pelletier commented although there are systems that are more user friendly and less expensive, there will be downfalls. He reported that he looked into other systems and that there will most likely be parts of those systems we do not like.

Mr. York referred to the increase of \$14,000 and asked for an explanation. Mr. Pelletier commented they changed their model. He explained they are removing some things and installing a higher tier. He noted they are saying it is a different product and they have changed their name.

Mr. York commented if there are products that are more stable, less costly and provide a better stream, making the change should not be that difficult. Mr. Pelletier commented if you want to move to Power School the first year and migration is \$30,000 and then the annual cost.

Mr. O'Neill commented that we can look at this once budget season ebbs and we can report back to the Board.

Dennis Perreault, CHS teacher, stated that he wanted to correct a misconception regarding the student information system (SIS). He noted that he was on the SIS Selection Committee. He indicated that Power School was interviewed, but it was removed from the selection list unilaterally by the former Superintendent. Mr. Perreault commented the Committee did not view or demo the system. He indicated we could only choose between Infinite Campus and another system, but Power School was not given as an option to the Committee.

10) FY19 SAU & SCHOOL BOARD REQUESTED BUDGET

SAU

Mr. Izbicki presented the FY19 SAU Requested budget to the Board. He noted that there is an increase in the Conferences and Workshops line in anticipation of the new Superintendent's professional development.

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Mr. Bourque suggested providing a list of conferences to the Budget Committee. He noted they reduce that account annually.

SCHOOL BOARD

Mr. Izbicki presented the FY19 School Board Requested budget to the Board. He noted the overall decrease is due to audit service savings. He mentioned that he included contract negotiations in the legal account.

11) FY19 BUSINESS/TRANSPORTATION REQUESTED BUDGET

BUSINESS

Mr. Izbicki presented the FY19 Business Office Requested budget to the Board. He noted that the decrease is mainly due to the removal of actuarial services.

TRANSPORTATION

Mr. Izbicki presented the FY19 Transportation Requested budget to the Board. He noted there is a 5% increase due to the terms of the contract.

12) FY19 BUILDINGS & GROUNDS REQUESTED BUDGET

Mr. Izbicki presented the FY19 Buildings and Grounds Requested budget to the Board. He noted the majority of the increase is related to the delivery and set up of modular classrooms for full day kindergarten.

13) FY19 FOOD SERVICE REQUESTED BUDGET

Mr. Izbicki presented the FY19 Food Service Requested budget to the Board. He noted there is a decrease in the operational budget.

Mr. York asked about the Food Service fund balance. Mr. Izbicki indicated it is approximately \$86,000.

Mr. Bourque indicated he wanted to make a clarification regarding a statement that was mentioned earlier during a discussion about the Capital Planning Committee. He commented that it was mentioned the Committee wanted to put all the assessment recommendations in a bond. He clarified they were not saying to put everything in a bond, but to prioritize first and make selections for a bond. He noted it was just one member that stated to put everything in the bond. Mr. Bourque indicated it is just the beginning of many discussions.

Mrs. Harrison commented that we need to decide as a Board or a town if we want to build a new school. Mr. Bourque commented that it could be two or more years before that occurs, if it occurs. He noted in the meantime, there are still issues to be addressed at the other schools.

Mr. York commented we will take a look at that whole process. He indicated the SAU has to prioritize the recommendations. He did not believe that any of the members were hesitant about the fact that work has to be done, but the ranking of that work is what is most important. He mentioned the Committee will be meeting on October 24 and will try to bring a recommendation to the Board by December 1.

Mr. Izbicki commented we can look at what is on the matrix and see if there is anything we can apply for from the state. He indicated if we can get grant money it would reduce the amount of the bond we would potentially request.

Mr. York does not believe the school district and town should compete on the warrant. Mr. O'Neill agreed with Mr. York. He indicated we would have to be diligent in preparing the detail and rationale for a bond.

II. NON-PUBLIC SESSION: RSA 91-A:3II (a-c)

[Minutes of Non-Public Session are written under separate cover.]

Upon a motion by Mrs. Harrison, the Board entered into non-public session at 1:32 p.m. under RSA 91-A:3II (a) The dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the

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investigation of any charges against him, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted. (b) The hiring of any person as a public employee. (c) Matters, which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting. Mr. Bourque seconded. The motion carried by roll call vote: Mr. Bourque, yes; Mr. Barka, yes; Mrs. Harrison, yes; Mrs. Izbicki, yes; Mr. York, yes.

III. RETURN TO PUBLIC SESSION

Upon a motion by Mr. Bourque, the Board returned to public session at 8:05 p.m. Mrs. Harrison seconded. The motion carried by roll call vote: Mr. Bourque, yes; Mr. Barka, yes; Mrs. Harrison, yes; Mrs. Izbicki, yes; Mr. York, yes.

IV. ADJOURN

Mr. Barka made a motion to adjourn the meeting at 2:00 p.m. Mr. York seconded. The motion carried 5-0-0.

Respectfully submitted,

Michele E. Flynn
Administrative Assistant to the School Board