

ANNUAL REPORT
of the
LITCHFIELD
NEW HAMPSHIRE
SCHOOL DISTRICT



2018

LITCHFIELD SCHOOL DISTRICT ANNUAL REPORT – 2018

TABLE OF CONTENTS

Administration and Organization

| | |
|--|--------|
| Table of Contents | SD- 2 |
| In Memoriam | SD- 3 |
| District Officers | SD- 4 |
| Litchfield School District 2018 Retirees | SD- 5 |
| Litchfield School District 2018 Service Awards | SD- 6 |
| Special Reports | |
| Report of Chairman of the School Board | SD- 8 |
| Report of the Superintendent of Schools | SD- 9 |
| Report of the Business Administrator | SD- 11 |
| Report of the Director of Special Services | SD- 13 |
| Report of the Director of Curriculum and Instruction | SD- 15 |
| Report of the Director of Technology..... | SD- 17 |
| Report of the Director of Food Service | SD- 19 |
| SAU/District Staff Roster | SD- 20 |

Staff and Students

| | |
|---|--------|
| Griffin Memorial School Principal's Report | SD- 21 |
| GMS Staff Roster | SD- 23 |
| Litchfield Middle School Principal's Report | SD- 24 |
| LMS Staff Roster | SD- 26 |
| Campbell High School Principal's Report | SD- 27 |
| CHS Staff Roster | SD- 29 |
| Scholastic Art Award Recipients | SD- 30 |
| Campbell High School Graduating Class of 2018 | SD- 31 |
| School Calendar | SD- 32 |
| Enrollment/Projections | SD- 33 |

Annual Meeting

| | |
|---|--------|
| Minutes from 2/10/18 Deliberative Session | SD- 34 |
| 2018 Litchfield School District Warrant | SD- 48 |
| 2018 Amended Litchfield School District Warrant | SD- 51 |
| Elections Results from 3/13/18 Meeting | SD- 53 |
| 2019 Litchfield School District Warrant | SD- 55 |
| 2019 Amended Litchfield School District Warrant | SD- 59 |
| Minutes from 2/9/19 Deliberative Session | SD- 62 |

Finance

| | |
|---|--------|
| Statement of Actual Expenditures for Special Ed Programs & Services | SD- 75 |
| Student Census of Disabilities | SD- 75 |
| MS-27 Budget/Revenue (2019-2020) | SD- 76 |
| Default Budget (2019-2020) | SD- 85 |
| Report of the Auditor | SD- 89 |
| SAU/School Information | SD-140 |

IN MEMORIUM



PHILIP K. MARTIN

**CAMPBELL HIGH SCHOOL
MUSIC TEACHER**

2000 - 2017

SCHOOL DISTRICT OFFICERS

MODERATOR

John G. Regan

CLERK

Lynn Baddeley

TREASURER

Lynn Baddeley

SCHOOL BOARD

Brian Bourque, Chair
Term Expires March 2019

Christina Harrison, Vice-Chair
Term Expires March 2019

Tara Hershberger
Term Expires March 2020

Elizabeth MacDonald
Term Expires March 2021

Robert Meyers, III
Term Expires March 2021

**LITCHFIELD SCHOOL DISTRICT
2018 RETIREES**



**Janet Belhumeur - Food Service
34 Years of Service**



**Andrea Hamilton - Administrative Assistant
32 Years of Service**



**Mary Ellen Medeiros - Middle School Teacher
21 Years of Service**

2018 SERVICE AWARDS



5 Years of Service

GMS - Christine Israel, Rebecca Moore, Dolores Brink, Danielle Peckham, Lynda Briere, Becky Barka, Jocelyn Robinson, and Andrea Bellino

LMS - Lise Boucher

CHS - Magdala Johnson, Dana Bourassa, Catherine Devine, Michael Perez



10 Years of Service

LMS - Elin Pelland, David Gilmore, Lynne Ellis, Lisa Lasocki, and Christine Rooney

CHS - William Hicks, Lynn Gnaegy, Nathan Cooper, and Amy Paradise



15 Years of Service

GMS - Donna Saunders, Kathrine McGarry, and Angela LaPlante

LMS - Robin Corbeil

CHS - Linda Summit (not pictured)

2018 SERVICE AWARDS (continued)



20 Years of Service

GMS - Joseph Underwood (not pictured)

LMS - Susan Seiberg, Jessica Guerrette, Mary Cummings

SAU - Dave Ross



35 Years of Service

GMS - Paula CullenKent



45 Years of Service

GMS - Margaret Parent

2018 SCHOOL BOARD REPORT

2018 was a year of great change and transition for the Litchfield School District. The retirement of Interim Superintendent Jim O'Neill led to a search for a new superintendent. The School Board in conjunction with participation from our teaching staff as well as members of the community conducted this search. It was the pleasure of the School Board to offer a 3 year contract to Dr. Michael Jette who will be instrumental in leading the district into the future.

One of the top priorities of the School Board and Dr. Jette was the hiring of a Curriculum Director. We were fortunate to be able to bring on Mary Widman to lead our endeavors here. Additionally, the School Board and Administration worked diligently to develop a five-year plan that would address the short and long term goals of the district and build on the educational foundation here in Litchfield.

The School Board welcomed two new members in 2018, Tara Hershberger and Rob Meyers. Both are welcome additions and add great perspective and represent the community and district well with their diverse experience.

A top priority of the School Board was the introduction and implementation of Full Day Kindergarten. With the support of the Litchfield voters, we were able to accomplish that and are thrilled to report that success of this vital program. To that end, the School Board has budgeted to add a 5th Kindergarten teacher as the projected enrollments continue to increase.

As we head into 2019 and the future, the School Board and School District look to continue to improve the transparency with the community and welcome your feedback and input.

Thank you for your support.

Brian Bourque, School Board Chair



New
Superintendent
Dr. Michael Jette

New Curriculum
Director
Mary Widman

Development of
5 Year Plan

New School Board
Members

Full Day
Kindergarten

School Board Members

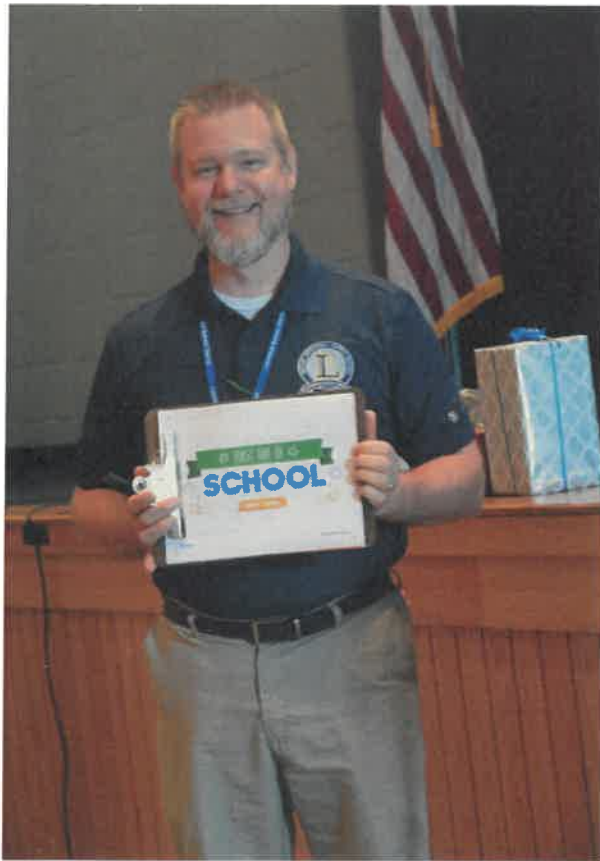
Brian Bourque, Chair
bbourque@litchfieldsd.org

Tara Hershberger
thershberger@litchfieldsd.org

Christina Harrison, Vice Chair
charrison@litchfieldsd.org

Elizabeth MacDonald
emacdonald@litchfieldsd.org

Robert Meyers
rmeyers@litchfieldsd.org



First year of Full Day Kindergarten

Negotiation team member for a new teacher's contract for 2019 - 2022 (pending voter support)

Frequent visitor to our three schools and classrooms

Leading an administrative team with a mix of experienced and fresh eyes

2018

SUPERINTENDENT'S REPORT

As your new superintendent, I have been asked to focus on four main goals:

- **improving communication,**
- **supporting greater student achievement,**
- **promoting a growth oriented mindset, and**
- **honoring professionalism.**

When I visit classrooms, talk with teachers and students, meet with parents or work with our administrative and support teams, I strive to keep these four goals at the top of my priority list. As I get onboard, I have found Litchfield to be a little gem of a school district. With a small bit of polishing, we will continue to shine bright for many years to come!

Mike Jette
Superintendent of Schools
SAU #27

603-578-3570
mjette@litchfieldsd.org





(FROM L TO R) REPRESENTATIVE FRANK BYRON, BOARD MEMBER LIZ MACDONALD, SUPERINTENDENT MIKE JETTE, GOVERNOR CHRIS SUNUNU, PRINCIPAL SCOTT THOMPSON, BOARD VICE CHAIR TINA HARRISON AND BOARD CHAIR BRIAN BOURQUE

FUTURE PROJECTS:



- **IMPLEMENTING SCHOOL SAFETY ENHANCEMENTS**
- **DEVELOPING A CAPITAL IMPROVEMENT PLAN FOR OUR AGING FACILITIES**
- **ENSURING OUR CURRICULUM IS CLEARLY ARTICULATED AND OUR STUDENTS ARE SUPPORTED FOR HIGH PERFORMANCE**

Governor Sununu attends dedication of new kindergarten classrooms and reads to students

Working closely for 6 months with the administrative and board governance team to develop a budget that accomplishes our goals and is also fair to the taxpayers

School Enrollments:

Griffin Memorial ~ 470
 Middle School ~ 403
 Campbell HS ~ 438
 School District ~ 1311
 (January 25, 2019)



Capital Projects

School Safety

**Financial Statement
Audit**

Budget Preparation

**Ongoing
Initiatives and
Transportation**

2018

BUSINESS AND FINANCE REPORT

Capital Projects

The summer of 2018 was a busy one at Griffin Memorial School. With the community support of Warrant Article 2 for the implementation of Full Day Kindergarten, and the availability of funds from the State of NH Public School Infrastructure Fund, the Litchfield School District purchased and installed a four classroom modular building and completed construction of a new main entrance for the school. Both projects were completed before students returned to school.

The Business Office is staffed by Cory Izbicki, Business Administrator, and Ann Inamorati, Chief Accountant.

The Business Office is responsible for oversight of financial operations, buildings and grounds, transportation, and food services.

School Safety

A security assessment was performed for all three school buildings in 2016 by the NH Department of Homeland Security and Emergency Management. Based on those reports, the District has looked to identify projects for consideration and implementation. The construction of secure entry ways at all three buildings, along with expanded surveillance were among the recommendations received and these areas have been identified as high priority. The GMS Entry way was completed with use of State of NH Grant Funds, and plans are in place to address the other two schools. The expansion of security measures and surveillance are ongoing.

Financial Statement Audit

The School District undergoes an independent financial statement audit every fiscal year. This audit is performed by Plodzick and Sanderson, P.A. from Concord, NH. The finalized financial statements are expected to be issued in January of 2019. Notification has been received from the audit firm that the District has received an unqualified opinion on our financials, meaning that they are fairly stated in all material respects for the year ended June 30, 2018.

Budget Preparation

The budgeting process for the fiscal year 2020 began in August of 2018. Presentations to the School Board by District Administrators took place in a full day work session in October, and presentations to the Litchfield Budget Committee took place in November and December. Be sure to stay informed regarding the budget and remember that your vote is your voice on March 12, 2019. Residents are encouraged to reach out to the SAU or the School Board with questions and/or concerns regarding the budget.

Ongoing Initiatives

In the coming year, the School District will look to continue with security enhancements to keep our schools safe, and will look to develop and implement a comprehensive capital improvement plan to address the needs in our buildings. We will also review the softwares and systems in use from a business and finance perspective to determine what improvements or upgrades are possible to increase efficiency and improve reporting for better and timely communication of information to the community.

Transportation

The agreement with our contracted bus company is set to expire at the end of the 2018-2019 school year. First Student provides transportation for daily home-to-school, school-to-home services, as well as, special education transportation, extra-curricular (field trips), and athletic transportation. The school district is in negotiations to continue and improve the services provided by First Student. We at the school district will look to continue improving services by strengthening the lines of communication with our provider, our school administrators, and the community.

Stay Involved

School Board meetings are bi-monthly and can be watched on youtube

Keep an eye out for important dates such as deliberative session and Town Meeting Day

Reach out to the School Board with questions and concerns

Leadership

Cory Izbicki

Business Administrator

(603)578-3570

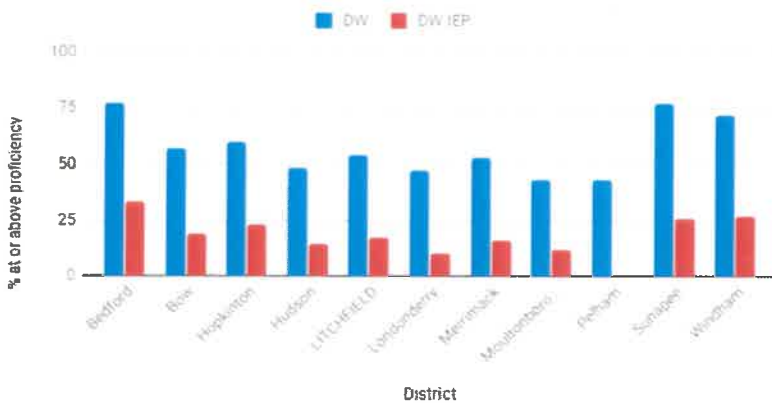
cizbicki@litchfieldsd.org



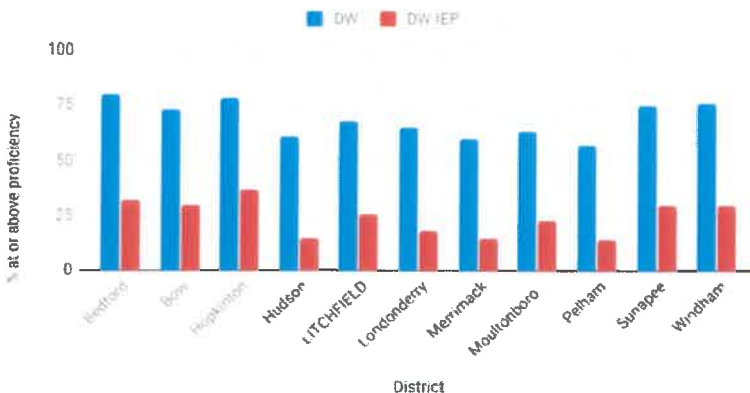
2018
Office of Special Services

Student Learning

District wide Math vs. IEP



District wide ELA vs IEP



Meeting the needs of all learners!

We have met **NHDOE** determination requirements since 2011

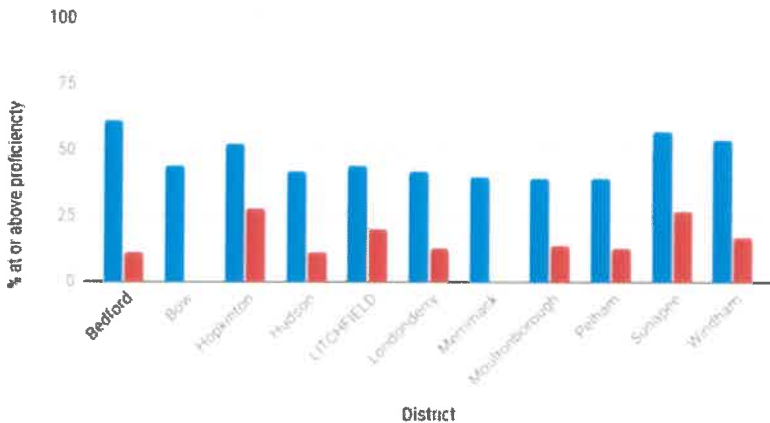
Held parent information evening regarding anxiety last Spring

Provided a multitude of services to meet student needs

We've appropriately spent **ALL** of our **IDEA** grant funding for the last 10 years

Devin Bandurski
dbandurski@litchfieldsd.org
Director of Special Services

District Wide Science vs. IEP



Results:

The three charts listed above reflect Spring 2018 NHSAS data for students with educational disabilities performing at or above proficient. It also contains a cohort comparison with 10 other districts. GMS, LMS and CHS have analyzed the NHSAS results and have created next steps for continued improvement of student achievement.



2018-2019

Staffing

Speech & Language Pathologists- 4

Occupational Therapists- 1.4

Special Educators- 18

School Psychologists-3
Social Worker- 1
Paraprofessionals-55

In addition to the staff listed above we have varied contracted service providers

TECHNOLOGY

Multitude of high and low tech tools are available to our staff and students based on need. Examples include:

iPads, Chromebooks, Laptops, Read and Write for Google, AAC Devices, WatchMinders, FM Systems, Video Magnifier, etc.



2018 Curriculum, Instruction and Assessment

District Assessment Proficiency

English Language Arts



Mathematics



Science



Teachers K-12 are reviewing curriculum alignment and progression in Math.

We are revising Computer Science K-12 to reflect the new State Standards.

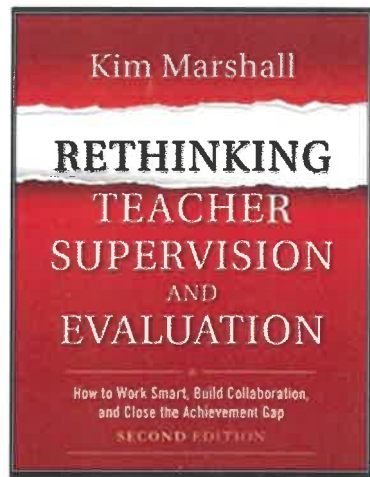
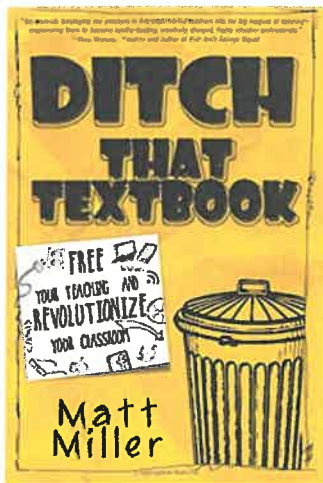
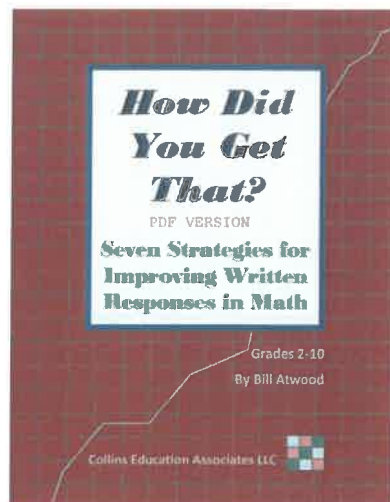
We continue open discussions around meeting the personalized needs of our students at all levels.

Our data teams are reviewing testing data and have implemented interim assessments and PSATs to provide both practice and instructional feedback.

LEADERSHIP

Mary Widman
 Director of Curriculum, Instruction and Assessment
 (603)424-2133 ext. 2212
 mwidman@litchfieldsd.org





Professional Learning Highlights

We have brought in Bill Atwood to work with teachers on math instruction at GMS, LMS and CHS

42 staff are participating in an online book study of The Innovator's Mindset by George Couros

We have worked to streamline the professional development goal writing and tracking process.

Committee Notes:

PERC - meets the 3rd Wednesday of the month. This year we have streamlined the materials and course approvals process to have consistency.

Grading and Reporting - meets the 3rd Tuesday of the month. The goals for this year are to revise the Work Study Practices to better align to the building needs and to create more commonality in our grading practices as a district.

Professional Learning - meets the 4th Thursday of the month. We have worked to streamline the MLP process and bring more teacher driven professional learning opportunities to the district.

TECHNOLOGY PD OPPORTUNITIES

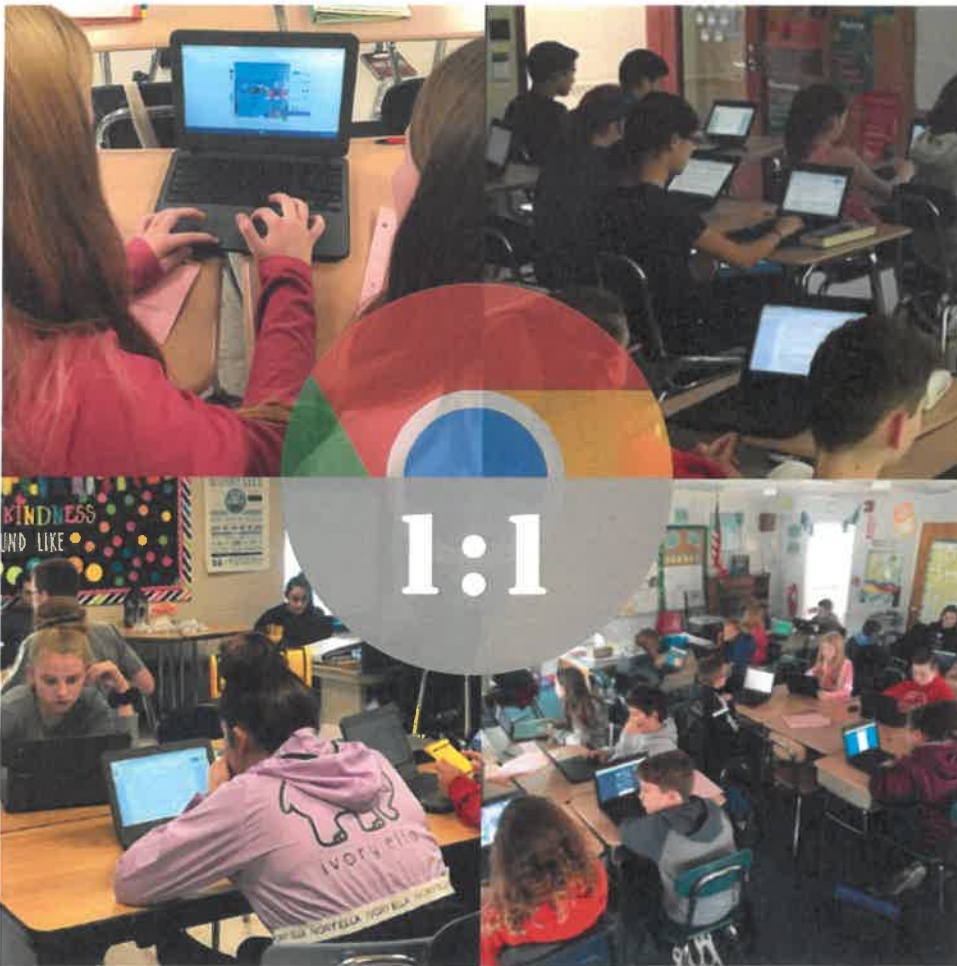
Teacher run tech boot camp during the summer.

Book studies through Google Classroom.

Staff training and resources posted to google classroom.

District trainings done through technology modeling.

Newsela



2018 TECHNOLOGY REPORT

Student Learning and 1:1 Devices

Litchfield School District has expanded its' 1:1 Chromebook program to include grades 5-12! Litchfield School District currently have over 1300 Chrome devices in the hands of students and educators! 1:1 learning, in general, provides students with the skills and experiences that they need and will be expected to have when they leave Litchfield Public Schools and move onto their next chapter; whether it's in college, vocational trades, the work force, or daily life.

Full 1:1 Chromebook
Implementation for
grades 5-12

A Chromebook Lab
per grade level at
GMS

Chromebooks offer a
low-cost way to
allow individualized
learning and access
to the internet and
online tools

More online
resources and tools
added for content
creation and
innovation

Large interactive
spaces and
technology in new
kindergarten
classrooms

Director of Technology: Jason Pelletier
jpelletier@litchfieldsd.org

IT Support Technician: Brenden Collins
bcollins@litchfieldsd.org

Database Administrator: Andrea Stern
astern@litchfieldsd.org



Litchfield School District



2018 Annual Report



SD-17



Project Lead The Way

Litchfield School District pairs excellent teachers with purposeful technology to help pave the way for new generations of innovators and critical thinkers

GMS Teachers have moved away from desktops and now have laptops for easier mobility and access

Quality student learning with technology is not only achieved with 1:1!

Pairing our excellent educators with Google Suite for Education, Web 2.0 applications, hands-on curriculum based on the use of technology, project based learning, and other digital tools like block programming we have a successful combo to help teach our students how to be innovators and through this process, naturally cultivate the “Soft Skills”, that most employers say students need to have in order to succeed. These Soft Skills are; the ability to collaborate, show leadership, problem solve and think critically, have a good work ethic and to be persistent, as well as being organized, creative, and having good communication and conflict resolution skills.

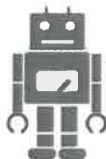
Increased wireless coverage

Bandwidth and building connectivity speed upgrades

Added security to keep student data private and secure

Increased building security with more cameras in common areas

The IT Department is always updating and upgrading to make sure we can leverage the best meaningful technology or initiative that helps improve student learning and achievement





2018 Food Service

For the 2018-19 school year the School Board appointed a new food Service Director. She has been tasked with taking the program in a new direction by focusing on basic and proper nutrition, food quality and bringing new dishes and flavors to the district!

- Increased Student Lunch Participation at CHS by 19% over 2017-2018; LMS increased 28% over 2017-2018; GMS's decreased by 8% from 2017-2018. This is expected to increase by the end of the school year.
- Started a Twitter account (@DineLitchfield) to increase direct communication and share "behind the scenes" photos!
- Increasing "made in house" menu items, and utilizing state commodity items creatively.
- Adding new recipes, menu items and unique ways to present our meals to the students.
- CHS has opened 10 New Teacher Lunch Accounts from October – December.
- Increased our Leads at LMS and GMS to full time positions to ensure the best product and food are being served to our students! The leads are supported by really great staffs that work very hard to ensure your students are fed and happy!
- Food Service is self-funded. No tax dollars go toward the Food Service Program.

Food Service Main Focuses:

Meals are designed to fuel students for learning by focusing on proper nutrition

CHS Implemented a new pre-made salad option, with great success

New Fruit options like Smoothies for students to try

We always offer a wide range of fresh vegetable and fruit options, too!

DIRECTOR: LAUREN CROWLEY
 lcrowley@litchfieldsd.org

LEADS: ERIN DUMONT-CHS
 DARLENE GYMZIAK-LMS
 CRISTEN THORPE-GMS

LITCHFIELD SCHOOL ADMINISTRATIVE UNIT #27 STAFF - 2018 - 2019

| <u>Name</u> | <u>Position</u> | <u>Degree</u> | <u>Salary</u> |
|--------------------|-----------------------------------|----------------------|----------------------|
| Bandurski, Devin | Director Special Service | M | \$100,000.00 |
| Crowley, Lauren | Director Food Service | B | \$50,000.00 |
| Izbicki, Cory | Business Administrator | B | \$88,000.00 |
| Jette, Michael | Superintendent | Ph.D. | \$132,500.00 |
| Messenger, Hollie | Director Human Resources | B | \$71,500.00 |
| Pelletier, Jason | Director of Technology | B | \$88,500.00 |
| Widman, Mary | Director Curriculum & Instruction | M | \$90,000.00 |

LITCHFIELD SCHOOL DISTRICT STAFF 2018 - 2019

| <u>Name</u> | <u>Position</u> | <u>Degree</u> | <u>Salary</u> |
|--------------------------|----------------------------|----------------------|----------------------|
| Deslauriers, Jill | Speech Associate | B | \$67,614.00 |
| Ellis, Rebecca | Speech Pathologist | M | \$46,949.00 |
| Hegarty Follis, Kathleen | Occupational Therapist | M | \$57,256.00 |
| Henninghausen, Virginia | ESOL Teacher 75% | B | \$38,463.75 |
| Mague, Danielle | Speech Pathologist | M | \$58,974.00 |
| McGarry, Kathrine | Speech Pathologist | M | \$70,052.00 |
| Moore, Rebecca | Occupational Therapist 40% | B | \$25,105.20 |
| Pelland, Elin | School Social Worker | M - LICSW | \$61,476.42 |
| Polichronopoulos, Marie | School Psychologist | CAGS | \$64,714.90 |
| Sheffer, Katherine | School Psychologist | M | \$59,740.00 |



2018

GRIFFIN MEMORIAL SCHOOL

Student Learning

Spring, 2018 NHSAS Results - Grades 3 and 4

| | GMS Grade 3 | NH Grade 3 | GMS Grade 4 | NH Grade 4 |
|-----------------------|-------------|------------|-------------|------------|
| % Prof. or Above Math | 76% | 55% | 54% | 53% |
| % Prof. or Above Rdg. | 70% | 55% | 54% | 56% |

Litchfield outperformed the state results significantly in Math and Reading at grade 3, at about the state average for grade 4.

Fall, 2018 NWEA MAP Results - Grades 1 through 4

| | GMS Grade 1 | GMS Grade 2 | GMS Grade 3 | GMS Grade 4 |
|--------------------------------|-------------|-------------|-------------|-------------|
| % Avg., Hi Avg or Hi - Math | 54% | 77% | 84% | 83% |
| % Avg., Hi Avg or Hi - Reading | 54% | 55% | 81% | 85% |

Our fall Measures of Academic Progress (MAP) tests show strong results as students progress through GMS. We anticipate Full Day K will improve Gr. 1&2.

Key Academic Highlights & Awards

Full Day Kindergarten comes to GMS in 2018! Governor Sununu joins ribbon cutting Sept. 7.

Margaret Parent honored for 45 years of service to district!

FIRST Lego Robotics teams funded by State of NH grant!

School recognized as PLTW Distinguished School, 2018!

SCHOOL LEADERSHIP

Principal: Scott Thompson
AP: Maura Clinton-Jones

STUDENT ENROLLMENT

Our PK-4 enrollment Oct. 1 was 461.

STAFFING LEVELS

Leadership: 2
Professional Staff: 53
Para-Educators: 29
Office Staff: 3
Custodial: 4
Cafeteria & L/R Monitors: 10



Co-Curricular & Athletic Opportunities

- GMS Gr. 3/4 Chorus - Great East Festival, Manchester Monarchs Game, District Arts Festival, Spring Arts
- Grade 4 Student Council, Tournament of Readers, and Spelling Bee
- 36th Annual Scarecrow Jamboree - Grades 3/4
- FIRST Lego League Robotics Teams
- PTO Program - Kids 'N Canvas, Night At the Polar Express, Pumpkin Festival, Cheerleading, Computer Club, Mother/Son Bingo Night, Father/Daughter Dance
- Community-based programs for GMS students: Girl Scouts and Boy Scouts, Santa's Workshop, Aaron Cutler Library Sign-up Month, Fire Safety Program, Lions Club Vision Screening, Granite State Fit Kids, Cooking Club
- Community-based athletic programs for GMS students: Pat's Peak Ski Program, Girl's Lacrosse Play and Skills Clinics, Litchfield Recreation Basketball League, Litchfield Travel Basketball, Litchfield Youth Wrestling, Softball, Baseball and Flag Football. Karate

Community Connections

Blue Ribbon Award for Volunteerism

Second GMS Career Fair Oct. 19

After school activities supported by the PTO and community volunteers

GMS PTO Raise Craze earned \$20,200 in 2018

TECHNOLOGY

Computer Class, Grades 2-4

All classrooms equipped with interactive whiteboards

Mobile Chromebook lab at every grade level, in addition to our computer lab

Grade 1 STREAM classes instituted in 2018

GMS Learning Commons offers enhanced opportunities for problem solving and technology

Griffin Memorial School Staff 2018 - 2019

| <u>Last Name</u> | <u>First Name</u> | <u>Position</u> | <u>Grade</u> | <u>Salary</u> |
|------------------|-------------------|---------------------------|--------------|---------------|
| ADAMAKOS | KRISTIN | TEACHER KINDERGARTEN | M | \$65,838.00 |
| ALLEN | TRACY | TEACHER - GRADE 2 | M | \$70,052.00 |
| ANCTIL | JANINE | TEACHER - GRADE 1 | M | \$65,838.00 |
| ASHE | AMY | TEACHER - GRADE 4 | M | \$69,052.00 |
| BEACH | COURTNEY | TEACHER PRE-KINDERGARTEN | M | \$51,729.00 |
| BEACH | ERIN | TEACHER - GRADE 1 | B | \$49,788.00 |
| BENOIT | SUSAN | TEACHER - GRADE 2 | B | \$65,189.00 |
| CLINTON-JONES | MAURA | ASST PRINCIPAL ELEMENTARY | M | \$78,000.00 |
| COHEN | JULIE | TEACHER - GRADE 4 | M | \$57,256.00 |
| COTE | DORIS | TEACHER - GRADE 2 | M | \$71,615.00 |
| CULLEN KENT | PAULA | TEACHER - GRADE 4 | B | \$65,189.00 |
| DAVIDSON | CHRISTINE | READING SPECIALIST | M | \$73,203.00 |
| DEPLOEY | SAMANTHA | TEACHER PRE-KINDERGARTEN | M | \$65,838.00 |
| DOUCETTE | SANDRA | TEACHER - GRADE 1 | M | \$73,203.00 |
| DYAC | CHRISTINE | TEACHER - GRADE 1 | B | \$41,427.85 |
| ELEY | ALLISON | TEACHER SPECIAL EDUCATION | M | \$70,052.00 |
| ELLIOTT | SHAUN | TEACHER KINDERGARTEN | B | \$43,796.00 |
| GIRZONE | MELISSA | TEACHER - PHYSICAL ED | M | \$53,820.00 |
| GOULD | AMANDA | TEACHER KINDERGARTEN | B | \$45,418.00 |
| LABELLE | BARBARA | TEACHER MUSIC | M | \$70,052.00 |
| LAPLANTE | ANGELA | TEACHER - GRADE 3 | B | \$54,281.00 |
| LEARY | STACEY | TEACHER - GRADE 4 | M | \$65,838.00 |
| LEVESQUE | CAROL | TEACHER - GRADE 3 | M | \$70,052.00 |
| LLEWELLYN QUIMBY | SARAH | TEACHER - GRADE 3 | B | \$56,905.00 |
| MICHALEWICZ | INGA | TEACHER - GRADE 2 | M | \$70,052.00 |
| PATTEN | KRISTEN | TEACHER - GRADE 3 | M | \$58,974.00 |
| PECKHAM | DANIELLE | TEACHER SPECIAL EDUCATION | M | \$53,072.00 |
| PLANTY | TERESA | TEACHER COMPUTERS 50% | M | \$25,192.50 |
| PREVEL-TURMEL | MELINA | LIBRARIAN | M | \$73,203.00 |
| ROBINSON | JOCELYN | GUIDANCE COUNSELOR | M | \$73,203.00 |
| SAWICKI | MARGARET | TEACHER SPECIAL EDUCATION | B | \$57,273.00 |
| SAXTON | MARY LOUISE | TEACHER SPECIAL EDUCATION | M | \$70,052.00 |
| SEABROOK | SUSAN | NURSE | B/RN | \$62,763.00 |
| SIBONA | JESSICA | TEACHER - GRADE 3 | M | \$65,838.00 |
| STARRETT | KRISTIN | TEACHER ART | M | \$52,101.00 |
| SWEETSER | TINA | TEACHER KINDERGARTEN | M | \$60,431.00 |
| THOMPSON | SCOTT | PRINCIPAL ELEMENTARY | CAGS | \$104,000.00 |
| WEBSTER | LISA | TEACHER - GRADE 1 | M | \$53,820.00 |
| WEST | LAUREN | TEACHER SPECIAL EDUCATION | B | \$42,275.00 |



Key Academic Highlights & Awards

1:1 Technology Rolls Out at LMS for Grades 5-8 - Fall 2018

8 Students Qualified for the NH Honors Band

2018 Geography Champion Shane Passaro

All 4 Lego Robotics Teams (over 40 students) Qualified for the State Championships

Library Transition to Learning Commons Model

2018 LITCHFIELD MIDDLE SCHOOL

Student Achievement

| LMS State Assessment Data (SAS) % Proficient or Above | | | | | | | | |
|--|-----|----|-----------|-----|----|----------|-----|----|
| | LMS | NH | | LMS | NH | | LMS | NH |
| Gr 5 Sci | 49 | 42 | Gr 5 Math | 48 | 45 | Gr 5 Rdg | 76 | 61 |
| — | — | — | Gr 6 Math | 44 | 46 | Gr 6 Rdg | 64 | 55 |
| — | — | — | Gr 7 Math | 61 | 48 | Gr 7 Rdg | 70 | 60 |
| Gr 8 Sci | 48 | 43 | Gr 8 Math | 67 | 46 | Gr 8 Rdg | 70 | 58 |

LEADERSHIP

Principal: Tom Lecklider
AP: Martha Thayer

Key Numbers

Student Enrollment on 10/1/18:
404

Staffing levels

Leadership: 2
Professional Staff: 40
Para-Educators: 21
Office Staff: 3
Custodial: 4
Monitors: 2
Cafeteria: 4



Home of the LMS Raiders

Co-Curricular & Athletic Opportunities

Co-Curriculars: Student Council, Drama Club, Yearbook Club, Medieval Club, Lego Robotics, Art Club, Math Club, Library Club, Green Raiders

Athletics: Boys and Girls Cross Country, Boys Soccer and Girls Soccer, Volleyball, Boys and Girls Basketball, Spirit, Boys & Girls Outdoor Track, Baseball, and Softball

2018 Tri-County Champions: Girls Soccer, Volleyball

Community Connections

Blue Ribbon Award for Volunteerism

Green Raiders Recycling Shed Donated by Mr. Adams

8th Grade Career Day

3rd Annual Character Fair

Veterans Day Breakfast & Ceremony

Terry Fox Walk for the Norris Cotton Cancer Center Raised \$2500+

TECHNOLOGY

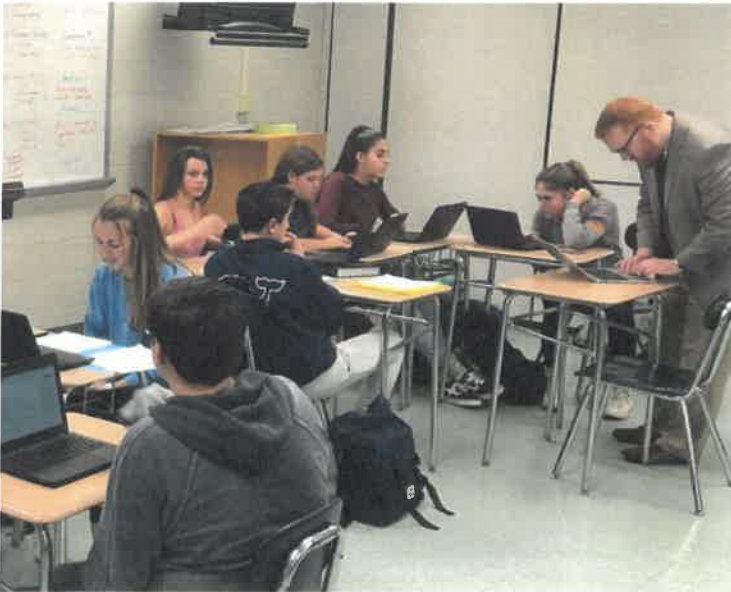
Full 1:1 Chromebook Roll-out for Students and Staff

LMS held a Technology Bootcamp - Summer 2018

Students are regularly coding, programming, and designing in our Tech Ed and Computer classes

Litchfield Middle School Staff 2018 - 2019

| <u>Last Name</u> | <u>First Name</u> | <u>Position</u> | <u>Grade</u> | <u>Salary</u> |
|------------------|-------------------|---------------------------|--------------|---------------|
| ANSTEY | SARAH | TEACHER - GR 7 SCIENCE | B | \$43,847.00 |
| BANGERT | KATHLEEN | TEACHER ART | M | \$71,615.00 |
| BISHOP | SHEALU | TEACHER - GR 7 MATH | M | \$58,974.00 |
| CARON | RENA | TEACHER - GR 8 SCIENCE | M | \$67,552.00 |
| CHAMBERS | KELLIE | NURSE | B/RN | \$57,273.00 |
| CORBEIL | ROBIN | TEACHER COMPUTERS | M | \$70,615.00 |
| CORBETT | JODY | TEACHER - GR 7 MATH | M | \$65,416.00 |
| CUMMINGS | MARY | GUIDANCE COUNSELOR | M | \$73,203.00 |
| DESLAURIERS | JILL | SPEECH ASSOCIATE | B | \$67,614.00 |
| DURANT | LISA | TEACHER - GR 6 MATH | M | \$49,544.00 |
| DWYER | HEATHER | TEACHER - GR6 ENGLISH | M | \$71,615.00 |
| ELLIS | LYNNE | GUIDANCE COUNSELOR | M | \$73,203.00 |
| FRASER | STEVEN | TEACHER LITERACY/TECH | B | \$43,796.00 |
| GILMORE | DAVID | TEACHER - PHYSICAL ED | M | \$53,820.00 |
| GUERRETTE | JESSICA | TEACHER - GR 8 ENGLISH | M | \$70,052.00 |
| HELBLING | ANNA | TEACHER SPANISH | M | \$60,691.00 |
| HENRIQUEZ | JEANNE | TEACHER SPECIAL EDUCATION | M | \$67,380.00 |
| HOELZEL | STEPHANIE | TEACHER SPECIAL EDUCATION | B | \$58,768.00 |
| JAMESON | MOLLY | TEACHER SPECIAL EDUCATION | B | \$43,847.00 |
| KRAMER | CAITLIN | TEACHER SPECIAL EDUCATION | B | \$45,395.00 |
| LACHANCE | JESSICA | TEACHER - GR 8 MATH | B | \$45,395.00 |
| LAMY | NATHAN | TEACHER MUSIC (LMS & CHS) | B | \$42,299.00 |
| LANGTON | DEBRA | TEACHER - GR 6 SCIENCE | B | \$62,763.00 |
| LASOCKI | LISA | TEACHER FACs | M | \$70,052.00 |
| LECKLIDER | THOMAS | PRINCIPAL MIDDLE SCHOOL | CAGS | \$107,000.00 |
| LEITE | CAROLYN | TEACHER MUSIC (LMS & CHS) | B | \$62,763.00 |
| LOVE | HOLLY | TEACHER - GR5 SCIENCE | M | \$70,052.00 |
| MCCOLLEM | AUDRA | TEACHER - GR 7 SOCIAL STD | M | \$72,203.00 |
| MCPHEE | CATHERINE | TEACHER - GR 8 SOCIAL STD | B | \$65,189.00 |
| MOMNIE | ERIC | TEACHER TECH EDUCATION | B | \$56,416.00 |
| MORRISSETTE | HEATHER | TEACHER SPECIAL EDUCATION | M | \$46,949.00 |
| NOLAN | KIM | TEACHER - GR 7 ENGLISH | M | \$70,052.00 |
| PROVENCAL | AMY | LIBRARIAN | M | \$65,838.00 |
| ROONEY | CHRISTINE | TEACHER HEALTH | M | \$67,179.00 |
| SEAVER | KATHERINE | READING SPECIALIST | M | \$60,691.00 |
| SIDILAU | KATHLEEN | TEACHER - GR 6 SOCIAL STD | B | \$62,763.00 |
| STEIN | HEATHER | TEACHER- GR5 READING | M | \$50,385.00 |
| TARR | TERESA | TEACHER - GR5 SOCIAL STD | B | \$62,763.00 |
| THAYER | MARTHA | ASST PRINCIPAL MIDDLE SCH | CAGS | \$84,500.00 |
| TOBEY | KATHY | TEACHER READING 50% | M | \$27,769.00 |
| ZINGALES | ELIZABETH | TEACHER - GR 5 MATH | M | \$70,052.00 |



2018

CAMPBELL HIGH SCHOOL

Student Learning

Class of 2018 SAT Scores

| | CHS | NH | US |
|------------------------|-------------|-------------|------------|
| Eng/Read/Write: | 540 | 521 | 493 |
| Math | 510 | 513 | 478 |
| Total Score: | 1050 | 1033 | 971 |

In 2018-19 CHS began supporting grade 9 students taking the PSAT 8/9, and grade 10 & 11 taking the PSAT for preparation & progress monitoring.

Class of 2020- Juniors

| | |
|------------------------|------------|
| Eng/Read/Write: | 502 |
| Math: | 497 |
| Mean: | 999 |

Class of 2021- Sophomores

| | |
|------------------------|------------|
| Eng/Read/Write: | 490 |
| Math: | 471 |
| Mean: | 961 |

Class of 2022- Freshmen

| | |
|------------------------|------------|
| Eng/Read/Write: | 465 |
| Math: | 466 |
| Mean: | 931 |

123 seniors graduated in 2018, with 90% reporting going on to 2 or 4 year colleges, trade schools, or the military!

23 seniors recognized at CHS Academic Excellence Banquet!

Noah Vaughn is a National Merit Scholarship Semi-Finalist!

Rachel Goldstein honored for 4 years All-State Chorus in Dec 2018!

Social Studies Teacher Justin Ballou awarded NH Christa McAuliffe Sabbatical for 18-19 school year!

CHS is re-Accredited by NEASC's Commission on Public Schools!

LEADERSHIP

Principal: William D. Lonergan
 Assistant Principal: Michael Perez
 Counseling Director: Jodi Callinan
 Athletic Director: Jarod Mills

Key Numbers:

Student Enrollment 10/1/18
 439 Students

Staffing levels:

Leadership: 4
 Professional Staff: 48
 Para-Educators: 16
 Office Staff: 5
 Custodial: 4
 Cafeteria: 6



Co-Curricular & Athletic Opportunities

Co-Curriculars: Student Council, Class Officers, National Honor Society, Environmental Club, Drama Club, Band & Chorus, FBLA, Weight Room, Mentor Program, SADD, Key Club, Yearbook, FIRST Robotics, Alliance, WATS, Youth & Government

Varsity Athletics: Boys and Girls Cross Country, Football, Boys Soccer and Girls Soccer, Volleyball, Golf, Bass Fishing, Boys and Girls Basketball, Wrestling, Boys & Girls Indoor Track, Ice Hockey, Boys & Girls Swimming and Diving, Gymnastics, Boys & Girls Outdoor Track, Boys and Girls Lacrosse, Baseball, and Softball

2018 State of NH Athletic Championships: Spring Track Boys, Boys Soccer & Co-ed Fall Spirit

In October 2018 nearly 40 community members in over 30 careers supported a Career Fair to inform students about opportunities after CHS!

CHS PTO applies for and receives \$5,000 in grants for 2 water bottle fillers for students!

Booster Club builds new Press Box & Concession Stand for Varsity Athletic Field with all donations of materials and labor!

CHS students organized our annual Food Drive with LMS and GMS and community to provide nearly 3500 items to Litchfield Food Pantry at Thanksgiving!

Technology

Fully 1:1 Chromebook devices for students & staff with critical support from District IT personnel!

The majority of teaching staff use Google Classroom and have training in other educational apps!

Teachers regularly use educational technology across all disciplines!

More advanced computer and programming courses available to students!

Campbell High School Staff 2017 - 2018

| <u>Last Name</u> | <u>First Name</u> | <u>Position</u> | <u>Grade</u> | <u>Salary</u> |
|------------------|-------------------|----------------------------|--------------|---------------|
| ANGELINI | DIANE | TEACHER HS MATH | M | \$60,691.00 |
| BAKER | RACHEL | NURSE | B/RN | \$54,281.00 |
| BALLOU | JUSTIN | TEACHER HS SOCIAL STUDIES | B | \$51,285.00 |
| BARNETT | KIMBERLY | TEACHER HS MATH | M | \$62,173.00 |
| BARRY | PAULA | TECH/ART | B | \$48,291.00 |
| BEAUDET | JACQUELINE | TEACHER SPECIAL EDUCATION | M | \$61,889.00 |
| BOURASSA | DANA | TEACHER BUSINESS 75% | M | \$54,902.25 |
| BRADY | MARGARET | TEACHER SPECIAL EDUCATION | M | \$55,538.00 |
| BROWN | ERIN | TEACHER HS ENGLISH | M | \$62,409.00 |
| CALLINAN | JODI | DIR HS GUIDANCE | M | \$81,500.00 |
| CHOWDHURY | RAHEEM | TEACHER HS SCIENCE | B | \$40,801.00 |
| CONLEY | SEAN | TEACHER HS MATH | B | \$53,272.00 |
| COOPER | NATHAN | TEACHER HS SOCIAL STUDIES | M | \$52,101.00 |
| DAVIS | HEATHER | TEACHER SPANISH 67% | M | \$45,259.84 |
| DEVINE | CATHERINE | TEACHER HS SCIENCE | M | \$73,203.00 |
| DUBE | ROSEANNA | TEACHER HS SCIENCE 41.75% | M | \$29,518.50 |
| FREEMAN | DENISE | TEACHER ART | M | \$73,203.00 |
| GASPAR | AIMEE | TEACHER HS ENGLISH | B | \$61,763.00 |
| GINGRAS | DAVID | TEACHER HS SOCIAL STUDIES | M | \$57,256.00 |
| GNAEGY | LYNN | TEACHER FACS | M | \$70,052.00 |
| GREEN | JULIE | LIBRARIAN | M | \$45,231.00 |
| HASTINGS | SHAUN | TEACHER HS MATH | B | \$46,791.00 |
| HEARTZ | CODY | TEACHER HS ENGLISH | M | \$56,598.00 |
| HICKS | WILLIAM | STUDENT SUPPORT COUNSELOR | M | \$73,203.00 |
| JOHNSON | MAGDALA | TEACHER HS MATH | B | \$45,294.00 |
| JURUS | CARRIE | GUIDANCE COUNSELOR 50% | M | \$32,708.00 |
| KEEFE | PATRICK | TEACHER HS ENGLISH | M | \$64,123.00 |
| KELLER | RYAN | TEACHER SPECIAL EDUCATION | M | \$64,123.00 |
| KEYES | SHANE | TEACHER HS SCIENCE | M | \$48,666.00 |
| LAMY | NATHAN | TEACHER MUSIC (LMS & CHS) | B | \$42,299.00 |
| LANGELIER | WENDY | TEACHER SPECIAL EDUCATION | M | \$56,951.00 |
| LEITE | CAROLYN | TEACHER MUSIC (LMS & CHS) | B | \$62,763.00 |
| LONERGAN | WILLIAM | PRINCIPAL HIGH SCHOOL | M | \$107,000.00 |
| MCDONOUGH | SHAWN | TEACHER COMPUTERS | M | \$71,615.00 |
| MILLS | JAROD | DIR OF HS ATHLETICS | M | \$76,500.00 |
| PARADISE | AMY | TEACHER SPECIAL EDUCATION | B | \$43,847.00 |
| PARIS | HEIDI | TEACHER HS SOCIAL STUDIES | M | \$55,538.00 |
| PARKER | DAWN | TEACHER SPECIAL EDUCATION | B | \$52,784.00 |
| PARSONS | JEFFREY | GUIDANCE COUNSELOR | M | \$70,052.00 |
| PENNINGTON | JILL | TEACHER MUSIC | M | \$60,691.00 |
| PEREZ | MICHAEL | ASST PRINCIPAL HIGH SCH | M | \$92,500.00 |
| PERKINS | AMY | TEACHER - PHYSICAL ED 50% | B | \$21,898.00 |
| PERREAULT | DENNIS | TEACHER HS SOCIAL STUDIES | M | \$73,203.00 |
| POTHIER | WILLIAM | TEACHER HS SCIENCE 50% | M | \$34,557.50 |
| RAY | JOANNE | TEACHER HS SCIENCE | B | \$40,801.00 |
| REID | KATRINA | TEACHER ART 50% | M | \$26,050.50 |
| SULLIVAN | KELSEY | TEACHER HS ENGLISH | M | \$46,949.00 |
| SZEPAN | SHANNON | TEACHER - PHYSICAL ED | M | \$65,838.00 |
| TARDIF | RAE | TEACHER SPANISH 50% | M | \$35,026.00 |
| VAN DE CAR | JON | TEACHER TECH EDUCATION 50% | B | \$30,131.50 |
| WATSON | JENNIFER | TEACHER SPANISH | M | \$45,231.00 |

SCHOLASTIC ART AWARDS RECOGNIZES CAMPBELL STUDENTS



Back Row: Lexi Grant, Jenna Bung, Catriona Chew, Zach Drouin
Front Row: Jamie Byers, Killian Franklin, Caroline Ward, Caroline McSorley

Congratulations to Campbell High Art Students for their success in the Scholastic Art Awards of New Hampshire. Over 5,000 works of art and 200 portfolios were submitted for adjudication in the 2018 Scholastic Art Awards Program. The program is a prestigious statewide competition open to grades 7-12. Students have the opportunity to earn Gold Key, Silver Key, Honorable Mentions, prizes, and scholarships. The New Hampshire Scholastic Art Awards Exhibit is located at the Stockbridge Theater on the campus of Pinkerton Academy in Derry. Upon closing of the exhibit, all of the Gold Key artworks are sent to the Nationals for the adjudication in the spring. Congratulations to our Gold Key recipients: Caroline McSorley (Digital Art), Catriona Chew (Sculpture), and Caroline Ward (Photography). Silver Keys were awarded to Killian Franklin (Digital Art), Jamie Byers (Drawing), and Zach Drouin (Drawing). Honorable Mentions went to Killian Franklin - 1, Jenna Bung - 2, Jamie Byers - 2, Catriona Chew - 1, Zach Drouin - 3, and Lexi Grant, Jamie Byers and Zach Drouin also received an Honorable Mention in Portfolio which is comprised of eight visual artworks. The Campbell Art Department would like to thank the Litchfield School District and the community of Litchfield for your advocacy in the Arts.

Campbell High School Class of 2018 Graduates

| | | |
|---|---|--|
| Osten Eric Anderson | Erin Douglas | Jayson Thomas Neild |
| Brandon Peter Banker [^] | Hannah Kathryn Douglas [^] | Caitlin Mae Newall ^{^+} |
| Michael Jonathan Bardwell | Zachary Tyler Drouin ^{^*} | Blake H. Novotney |
| Jessica Mackenzie Baril | Brendan Duquette | Delaney Shea Odum |
| William Alexander Bauer [^] | Jenna Dusseault | Nicole Orozco Gonzalez ^{!#^*} |
| Nathan Joseph Bazzocchi [^] | Kaitlyn Taylor Egan ^{D#^*} | Alexandra Rose Pace |
| Jessica Nicole Bedard | Kayla Mckenna Fisher | Richard Philip Parenti, III [^] |
| Yvette Paige Bennett [^] | Carolyn Marie Fletcher ^{^+} | Melissa Ann Pederson |
| Erin Lily Blais ^{^*} | Heather Dianne Follett [^] | Liberty Katherine Pelletier |
| Alec Marcos Bonvouloir ^{D#^*} | Elizabeth Maura Franck [^] | Brianna Elizabeth Perry ^{D#^*} |
| Seth Andrés Bonvouloir ^{D#^*} | Sean Gannon [^] | Shelby Lynn Philips [^] |
| Marc D.J. Boomhower | Cassidy Lynn Gibbons | Tevon N. Pieu [^] |
| Izzak E. Boucher ^{D#^*} | Edward John Glancy [*] | Erick Daniel Portillo |
| Nicholas Madden Boucher | Trevor Alexander Gomes ^{!D#^*} | Jake Pucillo |
| Joseph Thomas Briand | Brianna Lee Gore | Dylan Jeffry Putzlocker |
| Dylan M. Bryant [^] | Alexandria Grant ^{#^} | Grace Elizabeth Quenneville [^] |
| Jenna D. Bung [^] | Tyler Grant [^] | Hailey Amber Reiff ^{#^} |
| Jacob Stanley Butler ^{D#^} | Gunnar D. Gruelle | Ayslinn Hope Rich |
| Jamie Patricia Byers | Haley F. Gymziak | Caitlyn J. Rossi [^] |
| Caitlyn G. Callinan ^{!#^*} | Jason D. Hamblett, Jr. | Emma Eloise Rousseau ^{#^*} |
| Catherine T. Camelio | Julia Kathryn Hayward [^] | Benjamin Lee Rudolph |
| Brianna Siobhan Canada | Lindsay Ellen Hobbs ^{!#^*} | James Anthony Scafidi ⁺ |
| James Philip Cardello | Luke Michael Hogan ^{#^*} | Cameron Daniel Schmidt |
| Brianna Christine Carney [^] | Joseph Steven Inamorati | Cleo Mowery Schultz ^{D#^*} |
| Louis Ryan Carson | Daniel S. Israel | William R. Smith |
| Jesse R. Carter [^] | Joshua M. Konovelchick | Spencer Robert Snell [^] |
| Daniel Castellano | MacKenzie Tiana Kownack | Gabrielle Elizabeth Sott |
| Riley Blair Cavanagh | Mary Sophia Kuczowski ^{D#^*} | Sarah Elizabeth Stagnone ^{D#^*} |
| Kevin M. Chambers, Jr. | Drew T. Labrie | Spencer Normand Stanium |
| Olivia M. Christino [*] | Jarrold William MacDonald ^{D#^*} | Colin M. Tanguay |
| Patrick T. Clifford [^] | Emily Ann Mailhiot ^{^*} | Abigail R. Trevains |
| Rileigh Marie Cloonan | Julia Anne Martinage ^{#^*} | Madelyn A. Trevains [^] |
| Skylor C.R. Compagna | Alexander Christopher-Richard Mattucci | Tyler J. Trevains |
| Kevin J. Curtin | Troy Michael Mavrogeorge | Matthew R. True ^{D#^*} |
| David Paul Dampolo | Nicholas J. McCarthy | Caroline Ann Ward |
| Riley Anne Davidson | Lauren Jane McInerney ^{D#^*} | Tayla L. Whiting [^] |
| Mitchell L. Deschenes [^] | Molly Elise McKenna ^{^+} | Nicholas A. Wilcox |
| Maxim Desjardins [^] | Tyler David Meyers | Seth Williams |
| Chloe Mae Dexter [^] | Kacie Lynn Morris | Zachary Scott Wilson [^] |
| Merceidiz Rose Diaz ^{^*} | Nicholas J. Napoli | Camryn Ellyse Wirbal |
| Kayden James Diviny Doyle ^{^*} | Christopher Jack Neenan | Ryan J. Yanuszeski |

Valedictorian – Matthew True

Salutatorian – Brianna Perry

! Top Ten

^D Diploma of Distinction #Academic Excellence Honors

[^]New Hampshire Scholars

*National Honor Society +Student Council

2018-2019 LITCHFIELD SCHOOL DISTRICT CALENDAR

School Board Approved 4/4/18

| AUGUST 2018 | | | | |
|-------------|-----------|-----------|-----------|----|
| M | T | W | Th | F |
| | | 1 | 2 | 3 |
| 6 | 7 | 8 | 9 | 10 |
| 13 | 14 | 15 | 16 | 17 |
| 20 | 21 | 22 | 23 | 24 |
| 27 | 28 | 29 | 30 | 31 |

27 New Teacher Orientation
28-30 Teacher Workshop

| FEBRUARY 2019 | | | | |
|---------------|-----------|--------------|-----------|----|
| M | T | W | Th | F |
| | | | | 1 |
| 4 | 5 | 6 | 7 | 8 |
| 11 | 12 | 13 | 14 | 15 |
| 18 | 19 | 20 | 21 | 22 |
| 25 | 26 | 27 | 28 | |

6 ALL SCHOOLS
2 HOUR DELAYED
OPENING

25- Mar 1 Winter Recess - NS

16 days

| SEPTEMBER 2018 | | | | |
|----------------|----------|-----------|----|----|
| M | T | W | Th | F |
| 3 | 4 | 5 | 6 | 7 |
| 10 | 11 | 12 | 13 | 14 |
| 17 | 18 | 19 | 20 | 21 |
| 24 | 25 | 26 | 27 | 28 |

3 Labor Day
4 1st Day of School

19 Teacher Workshop - NS

18 days

| MARCH 2019 | | | | |
|------------|----|----|----|----------|
| M | T | W | Th | F |
| | | | | 1 |
| 4 | 5 | 6 | 7 | 8 |
| 11 | 12 | 13 | 14 | 15 |
| 18 | 19 | 20 | 21 | 22 |
| 25 | 26 | 27 | 28 | 29 |

1 Winter Recess cont. - NS

20 days

| OCTOBER 2018 | | | | |
|--------------|----|----|---------------|----|
| M | T | W | Th | F |
| 1 | 2 | 3 | 4 | 5 |
| 8 | 9 | 10 | 11 | 12 |
| 15 | 16 | 17 | 18 | 19 |
| 22 | 23 | 24 | 25 | 26 |
| 29 | 30 | 31 | | |

8 Columbus Day - NS
(observed)

25 ALL SCHOOLS
2 HOUR DELAYED
OPENING

22 days

| APRIL 2019 | | | | |
|------------|-----------|-----------|---------------|-----------|
| M | T | W | Th | F |
| 1 | 2 | 3 | 4 | 5 |
| 8 | 9 | 10 | 11 | 12 |
| 15 | 16 | 17 | 18 | 19 |
| 22 | 23 | 24 | 25 | 26 |
| 29 | 30 | | | |

11 ALL SCHOOLS
2 HOUR DELAYED
OPENING

22-26 Spring Recess - NS

17 days

| NOVEMBER 2018 | | | | |
|---------------|-----------|-----------|-----------|-----------|
| M | T | W | Th | F |
| | | | 1 | 2 |
| 5 | 6 | 7 | 8 | 9 |
| 12 | 13 | 14 | 15 | 16 |
| 19 | 20 | 21 | 22 | 23 |
| 26 | 27 | 28 | 29 | 30 |

12 Veterans Day - NS
19 Parent/Teacher
Conferences All Day and
Evening - NS

20 Teacher Workshop - NS
21-23 Thanksgiving Recess

16 days

| MAY 2019 | | | | |
|-----------|----|----|--------------|----|
| M | T | W | Th | F |
| | | 1 | 2 | 3 |
| 6 | 7 | 8 | 9 | 10 |
| 13 | 14 | 15 | 16 | 17 |
| 20 | 21 | 22 | 23 | 24 |
| 27 | 28 | 29 | 30 | 31 |

9 Senior Project Evaluation -
Early Release for CHS
Grades 9, 10, & 11 -12:30pm

27 Memorial Day - NS
(observed)

22 days

| DECEMBER 2018 | | | | |
|---------------|-----------|--------------|-----------|-----------|
| M | T | W | Th | F |
| 3 | 4 | 5 | 6 | 7 |
| 10 | 11 | 12 | 13 | 14 |
| 17 | 18 | 19 | 20 | 21 |
| 24 | 25 | 26 | 27 | 28 |
| 31 | | | | |

5 ALL SCHOOLS
2 HOUR DELAYED
OPENING

24-Jan 1 Holiday Recess - NS

15 days

| JUNE 2019 | | | | |
|-----------|----|----|----|----|
| M | T | W | Th | F |
| 3 | 4 | 5 | 6 | 7 |
| 10 | 11 | 12 | 13 | 14 |
| 17 | 18 | 19 | 20 | 21 |
| 24 | 25 | 26 | 27 | 28 |

Graduation - To Be Determined

25 Last day of school with
4 snow days

13 days

| JANUARY 2019 | | | | |
|--------------|----------|----|----|----|
| M | T | W | Th | F |
| | 1 | 2 | 3 | 4 |
| 7 | 8 | 9 | 10 | 11 |
| 14 | 15 | 16 | 17 | 18 |
| 21 | 22 | 23 | 24 | 25 |
| 28 | 29 | 30 | 31 | |

1 Holiday Recess cont. - NS
21 Martin Luther King, Jr./
Civil Rights Day - NS

21 days

NOTES:



Shaded Days and NS = No School



2 HOUR DELAY ALL SCHOOLS October 25, December 5, February 6 & April 11



Early Release CHS Grades 9, 10 & 11 Only - May 9 12:35 pm

Snow days will be made up at end of school year (June)

SEPT thru JAN - 92 DAYS **FEB thru JUNE - 88 DAYS**
180 Total Student School Days - 190 School, Snow & TW Days

Please Mark Your Calendar: Voting Day March 12, 2019

LITCHFIELD SCHOOL DISTRICT

ENROLLMENT - PROJECTIONS ELEMENTARY

| Grade | Enrolled October 1, 2017 | Enrolled October 1, 2018 | Projected September 2019 |
|--------------|-----------------------------|-----------------------------|-----------------------------|
| Pre | 40 | 40 | 40 |
| Kindergarten | 53 | 81 | 81 |
| 1 | 67 | 90 | 90 |
| 2 | 85 | 70 | 95 |
| 3 | 90 | 91 | 74 |
| 4 | 87 | 89 | 92 |
| Total | 422 | 461 | 472 |

ENROLLMENT - PROJECTIONS MIDDLE SCHOOL

| Grade | Enrolled October 1, 2017 | Enrolled October 1, 2018 | Projected September 2019 |
|--------------|-----------------------------|-----------------------------|-----------------------------|
| 5 | 79 | 90 | 91 |
| 6 | 115 | 84 | 96 |
| 7 | 118 | 111 | 81 |
| 8 | 109 | 119 | 110 |
| Total | 421 | 404 | 378 |

ENROLLMENT - PROJECTIONS HIGH SCHOOL

| Grade | Enrolled October 1, 2017 | Enrolled October 1, 2018 | Projected September 2019 |
|--------------|-----------------------------|-----------------------------|-----------------------------|
| 9 | 110 | 101 | 115 |
| 10 | 108 | 109 | 97 |
| 11 | 118 | 108 | 104 |
| 12 | 130 | 121 | 105 |
| Total | 466 | 439 | 421 |

| | | | |
|------------------------|-------------|-------------|-------------|
| Combined Totals | 1309 | 1304 | 1271 |
|------------------------|-------------|-------------|-------------|

**LITCHFIELD SCHOOL DISTRICT
DELIBERATIVE SESSION
February 10, 2018
The State of New Hampshire**

Time, Place: The meeting was called to order at 10:00 a.m. in the Campbell High School Auditorium.

Present: Moderator, Mr. John G. Regan, presiding.

School Board members: Mr. Brian Bourque, Chair; Mrs. Christine Harrison, Vice Chair; Mr. Barka, Mrs. MacDonald, Mr. York.

Mr. James L. O'Neill, Superintendent of Schools; Mr. Cory Izbicki, Business Administrator; Mrs. Michele Flynn, Administrative Assistant; Diane Gorrow, Attorney for the District.

Budget Committee members: Mrs. Cynthia Couture, Chair; Mrs. Keri Douglas, Vice Chair; Mr. Robert Keating, Mrs. Jennifer Bourque, Mr. James Spotts, Mr. Dennis Miller, vacancy.

Ballot clerks: Mrs. Trisha Regan

Mr. Regan invited members to join him in the Pledge of Allegiance.

Mr. Regan introduced Mr. Phil Reed, Vice Moderator, and reviewed the Moderator's rules and protocol for the Deliberative Session according to state law.

Mr. Regan introduced Mr. Brian Bourque, School Board Chair. Mr. Bourque introduced School Board members, SAU staff, and attorney.

Mr. Regan introduced Mrs. Cynthia Couture, Chairperson of the Budget Committee. Mrs. Couture introduced Budget Committee members.

Mr. Regan announced that elections will be held on March 13, 2018 from 7:00 am – 7:00 pm at CHS.

Note: The order of business of the Deliberative Session is sometimes conducted out of the warrant articles' numeric sequence. Recording activity in chronological order would make the minutes difficult to follow; therefore, the articles will be listed, with action taken thereon, in the order in which they were listed on the warrant.

As is customary, Mr. Regan asked voters if they were in favor of allowing non-voters and employees of the school district who were in attendance to comment during the meeting.

The majority was in favor of allowing non-voters and/or employees of the district to comment during deliberative session by voice vote.

Mr. Regan read Article A.

ARTICLE A.

To elect by ballot the following School District Officers:

| | |
|----------------------------|--------------------|
| <i>School Board Member</i> | <i>3-Year Term</i> |
| <i>School Board Member</i> | <i>3-Year Term</i> |
| <i>School Board Member</i> | <i>2-Year Term</i> |

The Moderator opened discussion of Article A.

Hearing no discussion, the Moderator indicated **Article A stands as written.**

Mr. Regan read Article 1 and indicated that Mrs. Couture would speak to the article.

ARTICLE 1

Shall the Litchfield School District vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by the vote at the first session of the annual school district meeting, for the purposes set forth therein, totaling Twenty-Two Million, Three Hundred Forty-Two Thousand, Six Hundred Fourteen Dollars (\$22,342,614)? Should this article be defeated, the default budget shall be Twenty-Two Million, Eight Hundred Six Thousand, Ninety-Eight Dollars (\$22,806,098) which is the same as last year, with certain adjustments required by previous action of the Litchfield School District or by law; or the School Board may hold one special meeting, in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only.

This Article has an estimated tax impact of \$0.63 and was not recommended by the School Board by a vote of 0-4-0. The Article was recommended by the Budget Committee by a vote of 5-0-0.

Mrs. Couture made the following statements:

School District Budget was received in November. The Superintendent and Business Administrator reviewed district goals for Budget Committee members. Budget Committee members reviewed line by line over two meetings in November and December. The budget information was presented by the School Board representative, Superintendent, Business Administrator and department heads as needed before voting. Final votes on budgets and Warrant Articles on December 14.

Decision Criteria

Mrs. Couture explained the Budget Committee made their recommendations based on the following criteria:

- Consider history of actual spending of previous years using 3 year averages
- Consider School District Priorities as presented by educational professionals
- Consider year to date actual spending of current budget
- Consider student enrollment projections

- Consider the rationale for why dollars are being requested by the school district and educational professionals as well as any data presented
- Consider what was a reasonable budget to present to the voters given fixed cost increases and revenue projections.

Mrs. Couture presented the school district budget review:

- The School District reduced their proposed salary and benefits by \$200,000 for attrition based on historical averages. Attrition is when an employee leaves and another is hired at a lesser salary.
- The District made reductions in many other areas of the budget.
- Projected revenues are down due to State Aid reductions based on enrollment.
- Enrollments continue to decline.
- The cost for full day kindergarten was included in the budget covered by reductions in other areas of the budget.
- The Budget Committee made reductions including the reduction of the costs associated with full time kindergarten. Additional reductions related to full day kindergarten totaled \$51,500.
- The Recommended budget is \$33,941 more than last years approved budget; an increase of 0.15%.
- The Default Budget is \$463,484 higher than the proposed budget.

Areas of Major Impact

- Salaries \$100,000 Increase
Even after an attrition reduction of \$200,000, salaries increased due to the approval of the teacher and support staff contracts last year
- Transportation \$26,356 Increase
Contractual increase
- Technology Services \$99,800 Increase
Replacing old computers
- Special Services \$125,630
This includes an increase of \$83,240 in Handicapped Tuition.

Potential Tax Impact

Mrs. Couture indicated the FY19 Recommended Operating budget is \$22,342,614 and is projected to have a tax impact of \$0.63. She noted this will result in an estimated \$189 increase on a home valued at \$300,000 or \$284 on a home valued at \$450,000.

Mrs. Couture commented the FY19 Default budget is \$22,806,098 and is projected to have a tax impact of \$1.15. She noted this would result in an increase of \$345 on a home valued at \$300,000 or \$518 on a home valued at \$450,000.

Ralph Boehm, 6 Gibson Drive, provided some default budget law history. He indicated that the intent of the default budget law was that the default budget was never supposed to be higher than

the proposed operating budget, but lawyers, the municipal association and others decided to interpret the law the way they wanted so that the default budget would result in being higher. He commented that there are bills in the legislature that will fix this law, but lobbying by the NH Municipal Association and NHSBA make passing the fix difficult. Mr. Boehm believes he knows the intent of the law. He indicated that this year the School Board is putting forward a default budget with a half million dollars higher than the proposed operating budget. He commented the School Board can make the default budget total any amount they want and no one can fix it. Mr. Boehm noted in 2002 a lawyer came up with an interpretation that resulted in failure of all warrant articles. He believes the operating budget is too high, the default budget is too high, and the per pupil cost is increasing to \$19,000 per pupil, which is the highest in the state.

Mrs. Couture commented the Budget Committee has nothing to do with the default budget.

William Spencer, 9 Cranberry Lane, commented the enrollment projections are down. He asked if the proposed operating budget includes reduction per projection.

Mrs. Couture indicated the proposed budget includes the reduction of two teachers.

Mr. Spencer asked if those two teachers are included in the default budget.

Mr. Bourque indicated the two teachers are included in the default budget because the positions are in the teachers' contract and contracted positions have always been included in the default budget.

Mr. Spencer indicated that he understands the rationale, but wanted to verify what was included in the default budget.

Mr. Bourque, referring to Mr. Boehm's statements, clarified that the School Board recommended budget submitted to the Budget Committee was approximately \$130,000 higher than the default budget. He indicated the NH Department of Revenue has a copy of the default budget, the Budget Committee accepted the default budget and the School Board voted on the default budget. He mentioned that the cost per pupil average in Litchfield is approximately \$14,000 and the State average is \$15,300.

Mr. Boehm commented that teachers are fired and rehired every year and it is not contractual. He commented that anyone can play games with the cost per student. He indicated his cost per pupil was calculated by taking the total of the proposed budget and dividing it by the total number of students in the district.

Robin Corbeil, 4 Nesmith Court, commented that she does not feel as if the default budget can be just any number. She indicated this is about trust. She noted the Budget Committee takes the budget and can reduce it to anything, so we could never have a law that says the default has to be lower than the proposed operating budget because if the Budget Committee reduced the operating budget to zero, the default would be higher. Mrs. Corbeil commented there are two different boards, two different perspectives and two different budgets. The Budget Committee

has a certain amount of power to make changes and the School Board has a certain amount of power to make changes.

William Spencer, 9 Cranberry Lane, commented that the inclusion of Kindergarten costs in the default budget “muddies” the issue.

Mr. Bourque commented the operating budget included costs to operating the kindergarten.

Dennis Miller, 37 Wren Street, commented in 2016 there were 1,314 students and an audited financial statement of \$20,614,000; in 2019 the projected number of students is 1,219 and we are asking for over \$22M. He indicated the district never spent 100% of the budget. He noted we are asking for \$1.6M more for less students. Mr. Miller commented that trajectory is unsustainable.

Mr. Bourque commented costs do increase annually, for example teachers’ contracts and support contracts.

Mr. Miller commented that he understands that costs rise. He was just making a statement that we ask for more every year with declining enrollment and it is not sustainable.

Mrs. Corbeil commented that there are always going to be cost changes. She indicated that the community should decide what they can afford.

Mrs. Couture commented one of the impact is the revenues as we are losing approximately \$300,000 for the coming year due to declining enrollment.

Tiffany MacKinnon, 30 Burgess Street, pointed out there is a big development coming into town as well as other house and new families. She noted there are teachers we want to keep and there are students that need more help in math. She commented we need to make sure the children get what they need.

Mrs. Couture indicated the Budget Committee looks at resources every year and analyzes what is reasonable to present to the voters.

Mrs. MacKinnon commented it is important to consider the numbers increasing again. She indicated that we are starting to see a push up again and she asked the community to keep that in mind when voting. She noted when there are children that need more assistance they are not going to lose if a teacher can help.

Mr. Spencer commented the enrollments are declining. He indicated that the classes are getting smaller as they move through the schools. He noted we will have enrollment in town from new people moving in, but we do not have the numbers. He asked why the School Board chose not to recommend the budget the Budget Committee presented.

Mr. Bourque responded the School Board did not recommend that budget because the Budget Committee reduced \$500,000 from the School Board recommended budget.

Mr. Spencer commented that was for full day kindergarten, which is addressed through a warrant article. He did not understand why the School Board is telling people to vote for the default budget.

Mr. Bourque commented the School Board is not telling people to vote for the default budget. He indicated the Budget Committee' budget is not the budget the School Board presented to the Budget Committee.

Mr. Spencer commented that is a ridiculous excuse. He indicated something like that takes away all his trust from the School Board.

Mr. Bourque commented to Mr. Spencer that if he looks back when he served on the Budget Committee, there were budgets that were not recommended by the Budget Committee.

Mr. Spencer commented what the Budget Committee has proposed is within \$50,000 of the budget they received. He believes it is ridiculous not to agree with it.

Mrs. Couture commented beyond the reduction of kindergarten, the Budget Committee only reduced a little over \$50,000.

Robin Corbeil, 4 Nesmith Court, asked if the Budget Committee supports the article.

Mrs. Couture indicated that the Budget Committee does support the article.

Mrs. Corbeil inquired the Budget Committee removed kindergarten and only took another \$50,000 from the budget.

Mrs. Couture responded that the School Board reduced much of their own budget.

Mrs. Corbeil commented that the Budget Committee has been asking for years for people to do the right thing and it looks like it is heading in that direction. She asked if that is what the Budget Committee wanted.

Natalie Hirte, 14 Lund Street, commented that the default budget would include the kindergarten money reduced from the proposed budget. She asked what would happen if the default budget passes and article 2 passes?

Mr. Bourque commented the default budget does not include all the kindergarten costs. He indicated it only includes the numbers for staffing.

Mrs. Hirte was concerned if the default budget passes and article 2 passes it would that be a double dipping or overlap issue. She commented that she assumes you would adjust the budget to take that into consideration. Mr. Bourque affirmed.

Mr. Spencer asked what the School Board would do if the district ends us with the default and the article passes. He commented the School Board can do whatever they want with it.

Mr. Bourque commented if that did occur, the money would not be spent.

Mr. Spencer commented if the article fails, the School Board cannot use the money in the default budget for kindergarten, which is why it does not make sense for the money to be included. He believes it is a trust issue and commented that no one knows what the School Board would do with that money.

Mrs. Couture asked the School Board to reconsider their recommendation or non-recommendation of Article 1. She commented they may not use the money in the default budget, but it still has a higher impact on taxes. She indicated it would be better if the School Board would recommend the budget.

Robin Corbeil, 4 Nesmith Court, asked if all the articles are approved would the School Board have what is needed to continue to run the district at the current level. Mr. Bourque responded in the affirmative.

Community Member (name inaudible), asked why the default budget does not include the \$50,000 reduction. Mrs. Couture indicated that the default is calculated with sum totals.

Jen Bourque, 1 Westview Drive, made a motion to amend Article 1 to read:

Shall the Litchfield School District vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by the vote at the first session of the annual school district meeting, for the purposes set forth therein, totaling Twenty-Two Million, Three Hundred Forty-Two Thousand, Six Hundred Thirteen Dollars (\$22,342,613)? Should this article be defeated, the default budget shall be Twenty-Two Million, Eight Hundred Six Thousand, Ninety-Eight Dollars (\$22,806,098) which is the same as last year, with certain adjustments required by previous action of the Litchfield School District or by law; or the School Board may hold one special meeting, in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only.

The motion was seconded.

Mrs. Bourque commented that she made the motion because the article has to be amended at Deliberative Session for the School Board to reconsider their vote.

The motion passed by voice vote.

William Spencer, 9 Cranberry Lane, commented that he hopes the School Board will change their recommendation on Article 1.

Nicole Fordi, 85 Page Road, asked when the voters will see the amended changes on the article.

LB

The Moderator indicated the amended changes will be on the March 13, 2018 ballot.

Mr. Bourque commented after Deliberative Session, the Budget Committee will have to revote the article and after they meet, the School Board will meet and revote the article.

Hearing no further amendments or discussion, Mr. Regan indicated that **Article 1 will appear on the ballot as amended.**

Keri Douglas, 8 Pheasant Lane, made a motion to restrict the reconsideration of Article 1. Mr. Spencer seconded. The motion passed by voice vote.

Mr. Regan read Article 2 and indicated that Mrs. Harrison would speak to the article.

ARTICLE 2

Shall the Litchfield School District vote to raise and appropriate the sum of Five Hundred Nineteen Thousand, Seven Hundred Thirty-Two Dollars (\$ 519,732) for the purpose of funding the costs associated with the expansion of the Kindergarten program at Griffin Memorial School from half day to full day? This appropriation is anticipated to be offset by \$96,280 in aid from the State of New Hampshire.

This Article has an estimated tax impact of \$0.48 and was recommended by the School Board by a vote of 4-0-0 and was recommended by the Budget Committee by a vote of 6-0-0.

Mrs. Harrison spoke to the article. She presented the following information:

- The mission of the district is to provide rigorous and varied educational opportunities that engage all students to attain their highest level of intellectual, social, physical and emotional growth.
- Data shows we are not meeting the goals of the mission statement in intellectual, physical and social/emotional growth.
- Currently in our half day kindergarten program, we fit 6 hours of instruction into 2.5 hours.
- There is no time for socialization, which means we are not growing students in the areas that are needed.
- Full day kindergarten provides 1,080 hours per year; half day kindergarten provides 450 hours per year. With the half day program teachers have to deliver the same full day content in less than half the time.
- Full day kindergarten supports our mission by providing more time to deliver the state designed content program, providing activities, socialization and growth.
- More time in the day with the full day program means more time for special supports (i.e. occupational therapy, English language learning, speech therapy, etc.).
- The mission also states the district is to provide rigorous and varied educational opportunities, which can be done with more certainty in a full day program.
- Varied kindergarten experiences (i.e. private, public, none, etc.) result in a wide range of abilities coming into our school and gaps in readiness for grade 1.

- Teachers spend much time assessing those needs and developing instruction for those students.
- Currently, we have to provide remedial programs for those students that are not ready for grade 1 to catch up.
- Many families have the advantage of stay at home moms who can help fill in some of the gaps, but the children miss out of socialization. Many families do not have those advantages.
- This proposal for full day kindergarten includes an option for a half day program for those parents that prefer a half day schedule.
- Nationally, 81% of school aged children are enrolled in a full day program.
- Test scores show that 37% of incoming first graders are testing below the 40th percentile in reading and the 50th percentile in math.
- In NH, 87% of towns offer a full day kindergarten program; some offer a tuition program.
- GMS ranks 54 out of 229; the District ranks 41 out of 153 districts.
- Schools in the top 10 and districts in the top 10 offer full day kindergarten.
- Litchfield deserves an equitable program and deserves to be in the top 10.
- Financially, investing in the early years of a child's life sets the foundation for all learning and growth.
- It is more efficient biologically and economically to do things right the first time.
- An increase in state aid, the use of impact fees and the re-allocation of teaching positions will lower the tax impact for the first year.

Brian Bourque, 1 Westview Drive, made a motion to amend Article 2 to read:

Shall the Litchfield School District vote to raise and appropriate the sum of Seven Hundred Seventy-Four Thousand, Two Hundred Forty-Two Dollars (\$774,242) for the purpose of funding the costs associated with the expansion of the Kindergarten program at Griffin Memorial School from half day to full day? This appropriation will be offset by \$430,650 to come from state and local revenues.

This Article has an estimated tax impact of \$0.38

Natalie Hirte seconded.

Mr. Bourque explained that they were notified that the Board of Selectmen approved the use of \$231,700 for costs associated with full day kindergarten; \$102,670 will come from the fund balance and \$96,280 will come from state aid. He indicated that the district has to gross appropriate the revenues into the total cost and note the amount that will come from state and local revenues.

William Spencer, 9 Cranberry Lane, asked why the cost went from what was proposed (\$519,732) to \$522,000.

Mr. Bourque noted that the cost reflects the purchase of the portable classrooms vs a lease.

Mr. Spencer commented the Board of Selectmen approved the use of impact fees and you mentioned that \$102,670 will come from the fund balance. He indicated on the MS-27 a \$200,000 fund balance is projected. He asked if this is where the money will come from.

Cory Izbicki, Business Administrator, explained traditionally when preparing the MS-27 we project a \$200,000 fund balance; however, based on trends in the budget there will be more than \$200,000 remaining and enough to be able to take from the fund balance to pay off the modular purchase.

Mr. Spencer commented that it is unknown what the fund balance will be. Mr. Izbicki indicated it is anticipated.

Robin Corbeil, 4 Nesmith Court, thanked the School Board, Budget Committee and Board of Selectmen for coming together to get to these amounts.

Dennis Miller, 37 Wren Street, commented that Article 4 is proposing to take \$50,000 from the fund balance for a capital reserve fund. He asked what the order is for article funding.

Mr. Bourque indicated that Article 2 would be funded first.

Mr. Miller asked about the feeling of the School Board if some of that money has to come out of unspent special education funds.

Mr. Bourque indicated that the School Board will not take money out of the special education unassigned fund balance.

The motion passed by voice vote.

Phil Reed, 7 Forest Lane, thanked the School Board for changing the kindergarten program and bringing this forward.

Ralph Boehm, 6 Gibson Drive, commented that he always thought it was ludicrous to ask the Board of Selectmen to approve the use of impact fees. He indicated that although he supports kindergarten, a full day program is not mandatory. He noted that one can get just as many experts to say that a full day program is not good as one can get to say that it is good. Mr. Boehm commented all students progress at their own rate and everyone in grade 1 needs to be at the grade 1 level and so on for all other grade levels. He indicated that it is up to the parent if they want to enroll their child in a kindergarten program.

Mrs. Harrison agreed that the full day program is not mandatory, but we are seeing an increase in enrollments in full day kindergarten in the state.

Referring to the proposed changes to the warrant article, Mrs. Harrison indicated one time startup costs will be a net cost of \$343,592. She noted recurring costs after applying additional state aid will be \$155,360 and the estimated tax impact will decrease over time.

LB

Natalie Hirte, 14 Lund Street, commented that she used to sub in the district schools and the pace teachers have to go through with the half day program is intense. She indicated teachers have to cram 6 hours into 2.5 hours and it is non-stop. She understands that full day kindergarten is not mandatory or even necessary to some people, but in seeing what students do in grade 1 compared to what many of us did in grade 1, it is necessary. Mrs. Hirte commented that students are doing so much more in content and expectations of literacy and math; the rigor is much more increased. She indicated that she is in support of a full day program.

William Spencer, 9 Cranberry Lane, made a motion to amend Warrant Article 2 to read:

Shall the Litchfield School District vote to raise and appropriate the sum of Seven Hundred Seventy-Four Thousand, Two Hundred Forty-Two Dollars (\$774,242) for the purpose of funding the costs associated with the expansion of the Kindergarten program at Griffin Memorial School from half day to full day? This appropriation is anticipated to be offset by \$430,650 to come from state and local revenues.

This Article has an estimated tax impact of \$0.38

The motion was seconded.

Nicole Fordi, 85 Page Road, commented that the wording of the amendment will be difficult for voters to understand.

Natalie Hirte, 14 Lund Street, asked if there is a certainty with the anticipated language. She commented if there is absolute surety of the revenues, the language should stay as proposed.

Mrs. Harrison indicated that the additional state aid is from the Keno bill, which in this case is based on the projection of 61 kindergarten students and an additional 10 students from outside the district.

Mrs. Hirte commented that “anticipated” means the amount may change. She indicated impact fees are guaranteed so keeping the word “will” in the article is actually correct. She asked if there is a way to determine a guaranteed number.

Mr. Bourque commented that the amount is stated in the amended warrant article.

Mrs. Hirte was concerned that all the money will not be there. She indicated as a voter, ambiguous language will cause people not to vote for the article.

Robin Corbeil, 4 Nesmith Court, asked if the \$700,000 will be in the article.

Mrs. Harrison commented we have to gross appropriate for the full amount with the offsetting revenues.

Ralph Boehm, 6 Gibson Drive, commented based on what he has heard, the article should be left as it was proposed.

Mr. Spencer commented that it is a typical boiler plate statement in the article. He asked that the amendment be approved.

The amendment to Warrant Article 2 passed by voice vote.

Olga (last name inaudible), 3 Perry Court, asked if the article can be amended to reflect both amounts, guaranteed amount and anticipated amounts.

Mr. Bourque commented that we are splitting hairs. He indicated those numbers can change.

Olga (last name inaudible) asked if the language can be amended to say "...to be offset by X in impact fees and a minimum of X dollars...".

Mrs. Couture commented that this is over-thinking. She explained that warrant articles have a certain language and this is usually how they are written. She indicated if people want more information they can request the information.

Mr. Boehm clarified that the state guidelines for 1,000 sf per kindergarten classroom was according to state building aid which no longer exists. He agreed with the social aspects and needs. He mentioned there is a bill at the state level that incorporates socialization in kindergarten.

Mrs. Harrison mentioned there is an amendment to a bill in committee to bring adequacy for full day kindergarten to the same amount as is funded for full time students.

Nicole Fordi, 85 Page Road, commented earlier in the presentation the breaking point for children to get caught up was mentioned. She indicated that if it is done the first time there is no need to catch up. She noted she is in support of full day kindergarten.

Janine Anctil, 42 Tanager Way, commented to those who think a half day program is fine, it does not mean that program is meeting needs of the students. She indicated they need to have the support of a full day program, teachers, instruction, etc. and have equal opportunity to get what they need.

Darcy Donahue, Litchfield resident, expressed appreciation for the presentation. She commented there is much discussion about declining enrollment. She indicated with the expansion of kindergarten and the resources, it is a great opportunity for families to move to our town. She noted there is real value to continue to support schools even though students are out of the system.

Mrs. Harrison mentioned last year we had to add another second grade classroom due to high enrollment in grade 1 the previous year. She indicated that 58 children are registered for kindergarten, with the majority choosing the full day program. She noted currently there are 52 in the half day program running this year.

Mr. Boehm commented that children need to be up to grade level by grade 3 as that is when they are assessed by the state (state testing).

Community Member commented it is a great way to give the children the learning they need early on and keep the smaller student/teacher ratios.

William Spencer, 9 Cranberry Lane, called the question.

Hearing no further amendments or discussion, Mr. Regan indicated that **Article 2 will appear on the ballot as amended.**

Mr. Regan read Article 3 and indicated Mr. Barka would speak to the article.

ARTICLE 3

Shall the Litchfield School District vote to raise and appropriate the sum of Ninety-Three Thousand, Three Hundred Thirteen Dollars (\$93,313) to hire a full time Special Services Coordinator to support the Special Services Director and Special Services Department? If approved, this appropriation will be included in the operating budget for subsequent years.

This Article has an estimated tax impact of \$0.10 and was recommended by the School Board by a vote of 4-0-0 and recommended by the Budget Committee by a vote of 6-0-0.

Mr. Barka provided the following information:

- The Special Services department oversees special education, 504 plans, English language learners, homeless, and home schooled children.
- Over 430 students are serviced.
- Adequate oversight and supervision of staff and programming is critical.
- There are 84 staff members and one person overseeing all of this.

Mr. Barka commented that one person cannot oversee the needs of 430 students and 84 staff members. He indicated the Special Services Coordinator would focus on CHS and out of district placements, allowing the Director and Administration to focus on GMS and LMS needs.

Hearing no amendments or further discussion, Mr. Regan indicated that **Article 3 will appear on the ballot as written.**

Mr. Regan read Article 4 and indicated Mr. Bourque would speak to the article.

ARTICLE 4

Shall the Litchfield School District vote to raise and appropriate up to Fifty Thousand Dollars (\$50,000) to be added to the Building Maintenance Capital Reserve Fund established in 2004 with this sum to come from the June 30 unreserved fund balance available for transfer on July 1 of this year?

This Article has a tax impact of \$0.00 and was recommended by the School Board by a vote of 4-0-0 and recommended by the Budget Committee by a vote of 6-0-0.

Mr. Bourque commented this fund is to be utilized in the event of a major failure. He indicated there is approximately \$154,000 in the fund currently. He noted the School Board would like to add \$50,000 to the fund as there are also some priority repairs that resulted from the District-wide Buildings Assessment.

Hearing no amendments or further discussion, Mr. Regan indicated that **Article 4 will appear on the ballot as written.**

On behalf of the School Board, Mr. Bourque recognized two Board members: John York and Derek Barka. He thanked both Mr. York and Mr. Barka for their long service.

Phil Reed, 7 Forest Lane, made an observation on the special education process. He commented that he came from a family of five sons. The eldest was a genius. The third in line developed cerebral meningitis in the 1940s there was nothing available to the family to pay for special education for him. Families that were lucky enough could send their child to get services, but there was no public health then. Mr. Reed indicated he had the privilege of sitting on a council for a private company for 15 years that provides services for people with developmental needs. He noted he is happy to see how far we have come.

The Moderator thanked all who attended and accepted a motion to adjourn at 12:00 p.m. The motion was seconded. The motion passed unanimously by voice vote.

A true record of the Litchfield School District Deliberative Session,
Prepared by:

Michele E. Flynn
Administrative Assistant to the Litchfield School Board



A true record of the
Litchfield School District Deliberative Session

Attest:



Lynn Baddeley
School District Clerk

Submitted: February 13, 2017

**2018 LITCHFIELD SCHOOL DISTRICT WARRANT
STATE OF NEW HAMPSHIRE**

To the inhabitants of the School District of the Town of Litchfield in the County of Hillsborough and the State of New Hampshire, qualified to vote upon district affairs:

FIRST SESSION OF ANNUAL MEETING (DELIBERATIVE)

You are hereby notified that the first session of the annual meeting of the School District of the Town of Litchfield will be held at Campbell High School, 1 Highlander Court, in said Litchfield on Saturday, February 10, 2018, at 10:00 o'clock in the forenoon for explanation, discussion, and debate of warrant articles number 1 through number 4. Warrant articles may be amended subject to the following limitations: (a) warrant articles whose wording is prescribed by law shall not be amended, (b) warrant articles that are amended shall be placed on the official ballot for a final vote on the main motion, as amended, and (c) no warrant article shall be amended to eliminate the subject matter of the article.

SECOND SESSION OF ANNUAL MEETING (VOTING)

You are hereby notified that the second session of the annual meeting of the School District of the Town of Litchfield will be held at Campbell High School, 1 Highlander Court, in said Litchfield on Tuesday, March 13, 2018, at 7:00 o'clock in the forenoon for the choice of School District Officers elected by official ballot, to vote on questions required by law to be inserted on the official ballot, and to vote on all Warrant Articles from the first session on official ballot per RSA 40:13, VII. The polls for the election of School District Officers and other action required to be inserted on said ballot will open on said date at 7:00 o'clock in the forenoon and will not close earlier than 7:00 o'clock in the evening.

ARTICLE A

To elect by ballot the following School District Officers:

| | |
|---------------------|-------------|
| School Board Member | 3-Year Term |
| School Board Member | 3-Year Term |
| School Board Member | 2-Year Term |

ARTICLE 1

Shall the Litchfield School District vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by the vote at the first session of the annual school district meeting, for the purposes set forth therein, totaling Twenty-Two Million, Three Hundred Forty-Two Thousand, Six Hundred Fourteen Dollars (\$ 22,342,614)? Should this article be defeated, the default budget shall be Twenty-Two Million, Eight Hundred Six Thousand, Ninety-Eight Dollars (\$22,806,098) which is the same as last year, with certain adjustments required by previous action of the Litchfield School District or by law; or the School Board may hold one special meeting, in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only.

Estimated Tax Impact: Operating Budget \$0.63

Default Budget: \$1.15

*Not Recommended by the School Board
Vote 0-4-0*

*Recommended by the Budget Committee
Vote 5-0-0*

ARTICLE 2

Shall the Litchfield School District vote to raise and appropriate the sum of Five Hundred Nineteen Thousand, Seven Hundred Thirty-Two Dollars (\$ 519,732) for the purpose of funding the costs associated with the expansion of the Kindergarten program at Griffin Memorial School from half day to full day? This appropriation is anticipated to be offset by \$96,280 in aid from the State of New Hampshire.

Estimated Tax Impact: \$0.48

*Recommended by the School Board
Vote 4-0-0*

*Recommended by the Budget Committee
Vote 6-0-0*

ARTICLE 3

Shall the Litchfield School District vote to raise and appropriate the sum of Ninety-Three Thousand, Three Hundred Thirteen Dollars (\$93,313) to hire a full time Special Services Coordinator to support the Special Services Director and Special Services Department? If approved, this appropriation will be included in the operating budget for subsequent years.

Estimated Tax Impact: \$0.10

*Recommended by the School Board
Vote 4-0-0*

*Recommended by the Budget Committee
Vote 6-0-0*

ARTICLE 4

Shall the Litchfield School District vote to raise and appropriate up to Fifty Thousand Dollars (\$50,000) to be added to the Building Maintenance Capital Reserve Fund established in 2004 with this sum to come from the June 30 unreserved fund balance available for transfer on July 1 of this year?

Estimated Tax Impact: \$0

*Recommended by the School Board
Vote 4-0-0*

*Recommended by the Budget Committee
Vote 6-0-0*

GIVEN UNDER OUR HANDS AT SAID LITCHFIELD THIS 24 DAY OF JANUARY 2018.



Brian Bourque, Chair



Christina Harrison, Vice Chair



Derek Barka



John York



Elizabeth MacDonald

Litchfield School Board

2018 LITCHFIELD SCHOOL DISTRICT WARRANT
STATE OF NEW HAMPSHIRE
(As amended at Deliberative Session, February 10, 2018)

To the inhabitants of the School District of the Town of Litchfield in the County of Hillsborough and the State of New Hampshire, qualified to vote upon district affairs:

FIRST SESSION OF ANNUAL MEETING (DELIBERATIVE)

You are hereby notified that the first session of the annual meeting of the School District of the Town of Litchfield will be held at Campbell High School, 1 Highlander Court, in said Litchfield on Saturday, February 10, 2018, at 10:00 o'clock in the forenoon for explanation, discussion, and debate of warrant articles number 1 through number 4. Warrant articles may be amended subject to the following limitations: (a) warrant articles whose wording is prescribed by law shall not be amended, (b) warrant articles that are amended shall be placed on the official ballot for a final vote on the main motion, as amended, and (c) no warrant article shall be amended to eliminate the subject matter of the article.

SECOND SESSION OF ANNUAL MEETING (VOTING)

You are hereby notified that the second session of the annual meeting of the School District of the Town of Litchfield will be held at Campbell High School, 1 Highlander Court, in said Litchfield on Tuesday, March 13, 2018, at 7:00 o'clock in the forenoon for the choice of School District Officers elected by official ballot, to vote on questions required by law to be inserted on the official ballot, and to vote on all Warrant Articles from the first session on official ballot per RSA 40:13, VII. The polls for the election of School District Officers and other action required to be inserted on said ballot will open on said date at 7:00 o'clock in the forenoon and will not close earlier than 7:00 o'clock in the evening.

ARTICLE A

To elect by ballot the following School District Officers:

| | |
|---------------------|-------------|
| School Board Member | 3-Year Term |
| School Board Member | 3-Year Term |
| School Board Member | 2-Year Term |

ARTICLE 1 (as amended at Deliberative Session 2-10-18)

Shall the Litchfield School District vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by the vote at the first session of the annual school district meeting, for the purposes set forth therein, totaling Twenty-Two Million, Three Hundred Forty-Two Thousand, Six Hundred Thirteen Dollars (\$ 22,342,613)? Should this article be defeated, the default budget shall be Twenty-Two Million, Eight Hundred Six Thousand, Ninety-Eight Dollars (\$22,806,098) which is the same as last year, with certain adjustments required by previous action of the Litchfield School District or by law; or the School Board may hold one special meeting, in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only.

Estimated Tax Impact: Operating Budget \$0.63

Default Budget: \$1.15

*Recommended by the School Board
Vote 5-0-0*

*Recommended by the Budget Committee
Vote 7-0-0*

ARTICLE 2 (as amended at Deliberative Session 2-10-18)

Shall the Litchfield School District vote to raise and appropriate the sum of Seven Hundred Seventy-Four Thousand, Two Hundred Forty-Two Dollars (\$774,242) for the purpose of funding the costs associated with the expansion of the Kindergarten program at Griffin Memorial School from half day to full day? It is anticipated that this appropriation will be offset by \$430,650 to come from state and local revenues.

Estimated Tax Impact: \$0.38

*Recommended by the School Board
Vote 5-0-0*

*Recommended by the Budget Committee
Vote 7-0-0*

ARTICLE 3

Shall the Litchfield School District vote to raise and appropriate the sum of Ninety-Three Thousand, Three Hundred Thirteen Dollars (\$93,313) to hire a full time Special Services Coordinator to support the Special Services Director and Special Services Department? If approved, this appropriation will be included in the operating budget for subsequent years.

Estimated Tax Impact: \$0.10

*Recommended by the School Board
Vote 4-0-0*

*Recommended by the Budget Committee
Vote 6-0-0*

ARTICLE 4

Shall the Litchfield School District vote to raise and appropriate up to Fifty Thousand Dollars (\$50,000) to be added to the Building Maintenance Capital Reserve Fund established in 2004 with this sum to come from the June 30 unreserved fund balance available for transfer on July 1 of this year?

Estimated Tax Impact: \$0

*Recommended by the School Board
Vote 4-0-0*

*Recommended by the Budget Committee
Vote 6-0-0*

**LITCHFIELD SCHOOL DISTRICT MEETING
ELECTION RESULTS
MARCH 13, 2018
The State of New Hampshire**

Election of Officers

School Board: **Elizabeth MacDonald, 1,050 votes, elected, three-year term**
 Robert G. Meyers, III, 763 votes, elected, three-year term
 Tara Hershberger, 923 votes, elected, two-year term

Warrant Articles

ARTICLE 1

Shall the Litchfield School District vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by the vote at the first session of the annual school district meeting, for the purposes set forth therein, totaling Twenty-Two Million, Three Hundred Forty-Two Thousand, Six Hundred Thirteen Dollars (\$22,342,613)? Should this article be defeated, the default budget shall be Twenty-Two Million, Eight Hundred Six Thousand, Ninety-Eight Dollars (\$22,806,098) which is the same as last year, with certain adjustments required by previous action of the Litchfield School District or by law; or the School Board may hold one special meeting, in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only.

Estimated Tax Impact: Operating Budget \$0.63

Default Budget: \$1.15

*Recommended by the School Board
Vote 5-0-0*

*Recommended by the Budget Committee
Vote 7-0-0*

**Passed Yes: 1,398
 No: 325**

ARTICLE 2

Shall the Litchfield School District vote to raise and appropriate the sum of Seven Hundred Seventy-Four Thousand, Two Hundred Forty-Two Dollars (\$774,242) for the purpose of funding the costs associated with the expansion of the Kindergarten program at Griffin Memorial School from half day to full day? It is anticipated that this appropriation will be offset by \$430,650 to come from state and local revenues.

Estimated Tax Impact: \$0.38

*Recommended by the School Board
Vote 5-0-0*

*Recommended by the Budget Committee
Vote 7-0-0*

**Passed Yes: 969
 No: 792**

ARTICLE 3

Shall the Litchfield School District vote to raise and appropriate the sum of Ninety-Three Thousand, Three Hundred Thirteen Dollars (\$93,313) to be added to the operating budget for the purpose of funding salary and benefits for a full time Special Services Coordinator position to support the Special Services Director and Special Services Department? If approved, this appropriation will be included in the operating budget for subsequent years.

Estimated tax impact: \$0.10

Recommended by the School Board
(4-0-0)

Recommended by the Budget Committee
(6-0-0)

Yes: 848
Failed No: 883

ARTICLE 4

Shall the Litchfield School District vote to raise and appropriate up to Fifty Thousand Dollars (\$50,000) to be added to the Building Maintenance Capital Reserve Fund established in 2004 with this sum to come from the June 30 unreserved fund balance available for transfer on July 1 of this year?

Estimated Tax Impact: \$0

Recommended by the School Board
(4-0-0)

Recommended by the Budget Committee
(6-0-0)

Passed Yes: 1,314
No: 432

A true report of the 2018 Litchfield School District election results, prepared by:



Michele E. Flynn
Administrative Assistant to the School Board
March 14, 2018

A true report of the 2018 Litchfield School District election results, attest:



Lynn Baddeley
School District Clerk
March 14, 2018



**2019 LITCHFIELD SCHOOL DISTRICT WARRANT
STATE OF NEW HAMPSHIRE**

To the inhabitants of the School District of the Town of Litchfield in the County of Hillsborough and the State of New Hampshire, qualified to vote upon district affairs:

FIRST SESSION OF ANNUAL MEETING (DELIBERATIVE)

You are hereby notified that the first session of the annual meeting of the School District of the Town of Litchfield will be held at Campbell High School, 1 Highlander Court, in said Litchfield on Saturday, February 9, 2019, at 10:00 o'clock in the forenoon for explanation, discussion, and debate of warrant articles number 1 through number 7. Warrant articles may be amended subject to the following limitations: (a) warrant articles whose wording is prescribed by law shall not be amended, (b) warrant articles that are amended shall be placed on the official ballot for a final vote on the main motion, as amended, and (c) no warrant article shall be amended to eliminate the subject matter of the article.

SECOND SESSION OF ANNUAL MEETING (VOTING)

You are hereby notified that the second session of the annual meeting of the School District of the Town of Litchfield will be held at Campbell High School, 1 Highlander Court, in said Litchfield on Tuesday, March 12, 2019, at 7:00 o'clock in the forenoon for the choice of School District Officers elected by official ballot, to vote on questions required by law to be inserted on the official ballot, and to vote on all Warrant Articles from the first session on official ballot per RSA 40:13, VII. The polls for the election of School District Officers and other action required to be inserted on said ballot will open on said date at 7:00 o'clock in the forenoon and will not close earlier than 7:00 o'clock in the evening.

ARTICLE A

To elect by ballot the following School District Officers:

| | |
|---------------------|-------------|
| School Board Member | 3-Year Term |
| School Board Member | 3-Year Term |

ARTICLE 1

Shall the Litchfield School District vote to raise and appropriate as an **operating budget**, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by the vote at the first session of the annual school district meeting, for the purposes set forth herein, totaling **\$22,865,429**? Should this article be defeated, the default budget shall be \$22,824,871, which is the same as last year, with certain adjustments required by previous action of the Litchfield School District or by law; or the School Board may hold one special meeting, in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only.

Estimated Tax Impact: \$0.46 (Operating Budget)

Estimated Tax Impact: \$0.43 (Default Budget)

*Recommended by the School Board
Vote 5-0-0*

*Recommended by the Budget Committee
Vote 6-2-0*

ARTICLE 2

Shall the Litchfield School District vote to approve the cost items included in the collective bargaining agreement reached between the Litchfield School District and the Litchfield Education Association, which calls for the following increases in salaries and benefits at the current staffing level:

| Year | Estimated Increase |
|-------------|---------------------------|
| 2019-2020 | \$ 394,429 |
| 2020-2021 | \$ 374,294 |
| 2012-2022 | \$ 346,391 |

and further to raise and appropriate the sum of **\$394,429** for fiscal year 2020, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels.

Estimated Tax Impact: \$0.43

*Recommended by the School Board
Vote 5-0-0*

*Not Recommended by the Budget Committee
because of a tied vote
Vote 4-4-0*

ARTICLE 3

Shall the Litchfield School District vote to raise and appropriate the sum of **\$28,490** to hire a part time Enrichment Tutor, including salary and benefits, at Litchfield Middle School to support high achieving learners? If approved, this appropriation will be included in the operating budget in subsequent years.

Estimated Tax Impact: \$ 0.03

*Recommended by the School Board
Vote 5-0-0*

*Recommended by the Budget Committee
Vote 7-1-0*

ARTICLE 4

Shall the Litchfield School District vote to raise and appropriate the sum of \$28,490 to hire a part time Math Tutor, including salary and benefits, at Litchfield Middle School to support struggling and resistant learners? If approved, this appropriation will be included in the operating budget in subsequent years.

Estimated Tax Impact: \$ 0.03

*Recommended by the School Board
Vote 5-0-0*

*Recommended by the Budget Committee
Vote 7-1-0*

ARTICLE 5

Shall the Litchfield School District vote to raise and appropriate the sum of \$100,000 to be added to the Building Maintenance Capital Reserve Fund established in 2004 with this sum to come from the June 30 unassigned fund balance available for transfer on July 1 of this year?

Estimated Tax Impact: \$0

*Recommended by the School Board
Vote 5-0-0*

*Recommended by the Budget Committee
Vote 8-0-0*

ARTICLE 6

Shall the Litchfield School District vote to permanently name the Campbell High School auditorium after Philip K. Martin, in honor of his service to Campbell High School?

Not / Recommended by the School Board

ARTICLE 7 (Petitioned Article)

Shall the School Board present to next year's annual meeting, an article adopting the provisions of RSA 32:5-b which could implement a tax cap whereby the Budget Committee shall not submit a recommended budget that increases the amount to be raised by local taxes, based on the prior fiscal year's actual amount of local taxes raised, by more than a certain dollar amount or percentage?

*Not Recommended by the School Board
Vote 0-4-0*

GIVEN UNDER OUR HANDS AT SAID LITCHFIELD THIS 23 DAY OF JANUARY 2019.



Brian Bourque, Chair



Christina Harrison, Vice Chair



Elizabeth MacDonald



Robert G. Meyers, III

Tara Hershberger

Litchfield School Board

**2019 LITCHFIELD SCHOOL DISTRICT WARRANT
STATE OF NEW HAMPSHIRE**

(As amended at Deliberative Session, February 9, 2019)

To the inhabitants of the School District of the Town of Litchfield in the County of Hillsborough and the State of New Hampshire, qualified to vote upon district affairs:

FIRST SESSION OF ANNUAL MEETING (DELIBERATIVE)

You are hereby notified that the first session of the annual meeting of the School District of the Town of Litchfield will be held at Campbell High School, 1 Highlander Court, in said Litchfield on Saturday, February 9, 2019, at 10:00 o'clock in the forenoon for explanation, discussion, and debate of warrant articles number 1 through number 7. Warrant articles may be amended subject to the following limitations: (a) warrant articles whose wording is prescribed by law shall not be amended, (b) warrant articles that are amended shall be placed on the official ballot for a final vote on the main motion, as amended, and (c) no warrant article shall be amended to eliminate the subject matter of the article.

SECOND SESSION OF ANNUAL MEETING (VOTING)

You are hereby notified that the second session of the annual meeting of the School District of the Town of Litchfield will be held at Campbell High School, 1 Highlander Court, in said Litchfield on Tuesday, March 12, 2019, at 7:00 o'clock in the forenoon for the choice of School District Officers elected by official ballot, to vote on questions required by law to be inserted on the official ballot, and to vote on all Warrant Articles from the first session on official ballot per RSA 40:13, VII. The polls for the election of School District Officers and other action required to be inserted on said ballot will open on said date at 7:00 o'clock in the forenoon and will not close earlier than 7:00 o'clock in the evening.

ARTICLE A

To elect by ballot the following School District Officers:

School Board Member
School Board Member

3-Year Term
3-Year Term

ARTICLE 1 (as amended at Deliberative Session 2-9-19)

Shall the Litchfield School District vote to raise and appropriate as an **operating budget**, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by the vote at the first session of the annual school district meeting, for the purposes set forth herein, totaling **\$22,849,638**? Should this article be defeated, the default budget shall be **\$22,771,378**, which is the same as last year, with certain adjustments required by previous action of the Litchfield School District or by law; or the School Board may hold one special meeting, in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only.

Estimated Tax Impact: \$0.35 (Operating Budget)

Estimated Tax Impact: \$0.28 (Default Budget)

*Recommended by the School Board
Vote 5-0-0*

*Recommended by the Budget Committee
Vote 6-2-0*

ARTICLE 2

Shall the Litchfield School District vote to approve the cost items included in the collective bargaining agreement reached between the Litchfield School District and the Litchfield Education Association, which calls for the following increases in salaries and benefits at the current staffing level:

| Year | Estimated Increase |
|-----------|--------------------|
| 2019-2020 | \$ 394,429 |
| 2020-2021 | \$ 374,294 |
| 2021-2022 | \$ 346,391 |

and further to raise and appropriate the sum of **\$394,429** for fiscal year 2020, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels.

Estimated Tax Impact: \$0.43

*Recommended by the School Board
Vote 5-0-0*

*Not Recommended by the Budget Committee
because of a tied vote
Vote 4-4-0*

ARTICLE 3

Shall the Litchfield School District vote to raise and appropriate the sum of **\$28,490** to hire a part time Enrichment Tutor, including salary and benefits, at Litchfield Middle School to support high achieving learners? If approved, this appropriation will be included in the operating budget in subsequent years.

Estimated Tax Impact: \$ 0.03

*Recommended by the School Board
Vote 5-0-0*

*Recommended by the Budget Committee
Vote 7-1-0*

ARTICLE 4

Shall the Litchfield School District vote to raise and appropriate the sum of **\$28,490** to hire a part time Math Tutor, including salary and benefits, at Litchfield Middle School to support struggling and resistant learners? If approved, this appropriation will be included in the operating budget in subsequent years.

Estimated Tax Impact: \$ 0.03

*Recommended by the School Board
Vote 5-0-0*

*Recommended by the Budget Committee
Vote 7-1-0*

ARTICLE 5 (as amended at Deliberative Session 2-9-19)

Shall the Litchfield School District vote to raise and appropriate up to **\$100,000** to be added to the Building Maintenance Capital Reserve Fund established in 2004 with this sum to come from the June 30 unassigned fund balance available for transfer on July 1 of this year?

Estimated Tax Impact: \$0

*Recommended by the School Board
Vote 5-0-0*

*Recommended by the Budget Committee
Vote 8-0-0*

ARTICLE 6

Shall the Litchfield School District vote to permanently name the Campbell High School auditorium after Philip K. Martin, in honor of his service to Campbell High School?

*Recommended by the School Board
Vote 3-2-0*

ARTICLE 7 (Petitioned Article) (as amended at Deliberative Session 2-9-19)

Shall the School Board study the impact of an article adopting the provisions of RSA 32:5-b which could implement a tax cap whereby the Budget Committee shall not submit a recommended budget that increases the amount to be raised by local taxes, based on the prior fiscal year's actual amount of local taxes raised, by more than a certain dollar amount or percentage?

*Not Recommended by the School Board
Vote 0-5-0*

**LITCHFIELD SCHOOL DISTRICT
DELIBERATIVE SESSION
February 9, 2019
The State of New Hampshire**

Time, Place: The meeting was called to order at 10:00 a.m. in the Campbell High School Auditorium.

Present: Moderator, Mr. John G. Regan, presiding.

School Board members: Mr. Brian Bourque, Chair; Mrs. Christine Harrison, Vice Chair; Mrs. Elizabeth MacDonald, Mr. Robert G. Meyers, III, Mrs. Tara Hershberger.

Dr. Michael Jette, Superintendent of Schools; Mr. Cory Izbicki, Business Administrator; Mrs. Michele Flynn, Administrative Assistant; Michael Elwell, Attorney for the District.

Budget Committee members: Mrs. Cynthia Couture, Chair; Mrs. Keri Douglas, Vice Chair; Mrs. Jennifer Bourque, Mrs. Jessica Martin, Mrs. Nicole Fordey, Mr. Brion Hodgkins, John Brunell (Selectmen's Representative).

Ballot clerks: Mrs. Trisha Regan

Mr. Regan invited members to join him in the Pledge of Allegiance.

Mr. Regan introduced Mr. Phil Reed, Vice Moderator, and reviewed the Moderator's rules and protocol for the Deliberative Session according to state law.

Mr. Regan introduced Mr. Brian Bourque, School Board Chair. Mr. Bourque introduced School Board members, SAU staff, and attorney.

Mr. Regan introduced Mrs. Cynthia Couture, Chairperson of the Budget Committee. Mrs. Couture introduced Budget Committee members.

Mr. Regan read the Moderator's rules and announced that elections will be held on March 12, 2019 from 7:00 am – 7:00 pm at CHS.

Note: The order of business of the Deliberative Session is sometimes conducted out of the warrant articles' numeric sequence. Recording activity in chronological order would make the minutes difficult to follow; therefore, the articles will be listed, with action taken thereon, in the order in which they were listed on the warrant.

As is customary, Mr. Regan asked voters if they were in favor of allowing non-voters and employees of the school district who were in attendance to comment during the meeting.

The majority was in favor of allowing non-voters and/or employees of the district to comment during deliberative session by voice vote.

Mr. Regan read Article A.

ARTICLE A.

To elect by ballot the following School District Officers:

| | |
|-----------------------------------|---------------------------|
| <i>School Board Member</i> | <i>3-Year Term</i> |
| <i>School Board Member</i> | <i>3-Year Term</i> |

The Moderator opened discussion of Article A.

Hearing no discussion, the Moderator indicated **Article A stands as written.**

Mr. Regan read Article 1 and indicated that Mrs. Couture would speak to the article.

ARTICLE 1

Shall the Litchfield School District vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by the vote at the first session of the annual school district meeting, for the purposes set forth herein, totaling \$22,865,429? Should this article be defeated, the default budget shall be \$22,824,871, which is the same as last year, with certain adjustments required by previous action of the Litchfield School District or by law; or the School Board may hold one special meeting, in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only.

This Article has an estimated tax impact of \$0.36 and was recommended by the School Board by a vote of 5-0-0. The Article was recommended by the Budget Committee by a vote of 6-2-0.

Mrs. Couture made the following statements:

The School District Budget was received in November. The Superintendent and Business Administrator reviewed district goals for Budget Committee members. Budget Committee members reviewed line by line over three meetings in November and December. The budget information was presented by the School Board representative, Superintendent, Business Administrator and department heads as needed before voting. Final votes on budgets and Warrant Articles on December 20.

Decision Criteria

Mrs. Couture explained the Budget Committee made their recommendations based on the following criteria:

- Consider history of actual spending of previous years using 3 year averages
- Consider School District Priorities as presented by educational professionals
- Consider year to date actual spending of current budget
- Consider student enrollment projections

- Consider the rationale for why dollars are being requested by the school district and educational professionals as well as any data presented
- Consider what was a reasonable budget to present to the voters given fixed cost increases and revenue projections.

Mrs. Couture presented the school district budget review:

- The Budget Committee made \$240,000 in reductions for a budget total of \$21,672,672.
- Stabilization grants are decreasing by 4% per year until they are phased out. The district is now at 84%. Even if the budget were level funded it would result in a tax rate increase of \$0.24.
- The Recommended budget is \$203,546 more than last years approved budget; an increase of 0.95% with a tax impact of \$0.36.
- The Default Budget (\$21,648,617) is \$24,055 lower than the proposed budget.

Areas of Major Impact

- Salaries \$486,792 Increase
- Retirement Payouts \$52,049 Increase over the prior year
- Dental Insurance \$15,085 Increase
- NH Teacher Retirement \$96,890 Increase
- NH Employee Retirement (\$21,870) Decrease
- Health Insurance increased (\$ 4,397) Decrease increase of 1.7%, but because of a one-time credit the total is actually down 1.1%
- GMS Additional Staff \$101,100 Increase (due to adding a 5th K class)
- GMS Supplies/Furniture \$ 28,800 Increase (due to adding a 5th K class)
- Special Services (\$168,000) Decrease
- Technology (\$ 38,700) Decrease
- CHS (\$ 24,500) Decrease
- LMS (\$ 4,860) Decrease
- SAU, Business, Board (\$ 4,800) Decrease
- Transportation \$ 27,000 Increase (was due to increase but the contract has been renegotiated and will result in a decrease.)

Budget Committee Action

Reduction of \$40,000 from Special Services Transportation
 Rationale: historical underspend.

Reduction of \$21,000 from Co-Curricular Salaries
 Rationale: historical reduction based on programs not run or positions not filled.

Reduction of \$5,000 from Athletic Salaries
 Rationale: historically unfilled positions.

Reduction of \$174,000 from Salaries and Benefits

Rationale: historical underspend in retirement, paraprofessionals, attrition, healthcare, social security.

Other proposed reductions (\$105,800) not supported were to Special Services \$60,000; Curriculum Development \$4,000; Technology (Chromebooks) \$26,000; Supplies \$5,000; Transportation \$10,800.

Potential Tax Impact

Mrs. Couture indicated the FY19 Recommended Operating budget is \$22,865,429 and is projected to have a tax impact of \$0.36. She noted this will result in an estimated \$124.30 increase on a home valued at \$350,000.

Mrs. Couture commented the FY19 Default budget is \$22,824,871 and is projected to have a tax impact of \$0.34. She noted this would result in an increase of \$118.56 on a home valued at \$350,000.

Ralph Boehm, 6 Gibson Drive, speaking as a State Representative and resident, commented that one of the bills currently in the Legislature is to fix the stabilization grant. He mentioned in 2007 there was no representation from Litchfield in the Legislature. He indicated that Litchfield was slated to lose \$2M in education funding in 2011 and the Stabilization grant was passed so that school districts slated for a decrease in funding would not lose that money. He noted there are a number of bills to change the education funding formula, but he would like to see a solution where the state budget funds are divided by the number of students in the state without any formula.

Bill Spencer, 9 Cranberry Lane, asked what the projected enrollment is for each school and for kindergarten.

Mrs. Couture indicated that the projected enrollment is as follows:

- 2019-2020:
 - GMS 351 PreK-4; K 81 projected
 - LMS 378
 - CHS 421
 - Total 1,271

- 2020-2021:
 - GMS 359 PreK-4; K 81 projected
 - LMS 364
 - CHS 410
 - Total 1,254

- 2021-2022:
 - GMS 384 PreK-4; K 81 projected
 - LMS 363
 - CHS 373
 - Total 1,241

Brian Bourque, School Board Chair, 1 Westview Drive, made a motion to amend Article 1 to read:

Shall the Litchfield School District vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by the vote at the first session of the annual school district meeting, for the purposes set forth herein, totaling \$22,849,638? Should this article be defeated, the default budget shall be \$22,824,871, which is the same as last year, with certain adjustments required by previous action of the Litchfield School District or by law; or the School Board may hold one special meeting, in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only.

This Article has an estimated tax impact of \$0.35.

Mr. Bourque explained that the FY20 Operating Budget was reduced due to a decrease in the cost of the transportation contract.

The motion passed by voice vote.

Hearing no further amendments or discussion, Mr. Regan indicated **Article 1 will appear on the ballot as amended.**

Mr. Regan read Article 2 and indicated that Mrs. Harrison would speak to the article.

ARTICLE 2

Shall the Litchfield School District vote to approve the cost items included in the collective bargaining agreement reached between the Litchfield School District and the Litchfield Education Association, which calls for the following increases in salaries and benefits at the current staffing level:

| <i>Year</i> | <i>Estimated Increase</i> |
|------------------|---------------------------|
| <i>2019-2020</i> | <i>\$ 394,429</i> |
| <i>2020-2021</i> | <i>\$ 374,294</i> |
| <i>2021-2022</i> | <i>\$ 346,391</i> |

and further to raise and appropriate the sum of \$394,429 for fiscal year 2020, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels.

This Article has an estimated tax impact of \$0.43. This article was recommended by the School Board by a vote of 5-0-0 and was not recommended by the Budget Committee because of a tied vote of 4-4-0.

Mrs. Harrison spoke to the article. She presented the following information:

Contract Overview

Annual Increase:

Year 1: \$394,429 (3.48%)

Step adjustment for 25 staff equals \$152,749 of the increase

Year 2: \$374,294 (3.52%)

Year 3: \$346,391 (3.23%)

- 25 employees have salary steps adjusted to reflect years without step increases in year 1
- Salary schedule adjusted by 2% in years 2 and 3
- Removes requirement for non-union employees to pay yearly union fees
- Reduction in sick days:
 - hired prior to 2016-2017, reduce from 15 to 12 days, max carried 125
 - hired 2016-2017 or after, reduce from 15 to 10 days, max carried 110
- Staff members who sub for a colleague during the school day will be compensated
- Establishes a committee to review co-curricular stipends
- Changes/clarifies workday length, retirement dates, grade level subject, doctor note for 4 or more consecutive sick days, calendar year
- Increase yearly Longevity Payments:
 - Years 15 to 19 increase from \$1,500 to \$2,500
 - Years 20 plus increase from \$2,500 to \$3,500
- Increase district health insurance percentages and decrease employee contributions with change to School Care Yellow Plan
 - Choice Fund (\$1000 or \$2000 Deductibles):
 - from 82% district/18% employee to 89% district/11% employee
 - No Choice Fund (\$2000 or \$4000 Deductibles):
 - from 89% district/11% employee to 93% district/7% employee

Mrs. Harrison indicated there are two goals that are driving the contract. Goal 1 is to attract and retain excellent teachers. She commented that the increase in salaries is due to moving several teachers to a higher step to restore steps for the years that there was no contract (no movement on steps), a 2% increase in steps for years two and three, and an increase in longevity payments.

Mrs. Harrison indicated the priority is to maintain a competitive salary schedule and retain our excellent teachers. She explained that the existing salary schedule was compared to the peer cohort group [that includes Bedford, Bow, Hopkinton, Hudson, Londonderry, Merrimack, Moultonborough, Pelham, Sunapee and Windham] and it was determined that Litchfield's salaries are well below the peer cohort group schedules.

Mrs. Harrison indicated that in the years teachers did not have a contract, several teachers missed increases in steps on the schedule. She commented that created a gap between existing staff and new hires. She explained a teacher with 10 years of experience who is still on step 7 would currently be earning a lower salary than a new hire teacher with 10 years of experience who would be placed on step 10. She commented that the existing salary schedule is forcing teachers to leave and go to districts where they can be placed on the step consistent with their years of experience and a higher salary. She noted losing teachers means losing hours and funds spent on

professional development, college credit reimbursement, mentoring, personal materials for classroom, knowledge of the curriculum, and relationships with students, colleagues, parents.

Mrs. Harrison commented that Goal 2 is to foster better use of healthcare dollars with a shift to a consumer driven plan. She indicated that a change in health insurance was negotiated from a plan without deductibles to a plan with deductibles, with higher contributions toward premiums by the district. She commented the Cadillac plan excise tax is due to hit the district in 2022. She noted that the new health plan will result in lower rates over time, provides incentives for healthy lifestyle choices, and control over healthcare dollars. She indicated that over time it will save the district potentially millions of dollars.

Mrs. Harrison commented other changes to the contract include more flexibility in the school opening date, more flexibility with the 186 days in the work year, defined the work day, and increased co-curricular stipends in years 2 and 3 by 2%.

Brion Hodgkins, Grouse Lane, commented peer cohort towns have more business and tax base than Litchfield. He indicated without that there is no help to offset the taxes for taxpayers.

Ralph Boehm, 6 Gibson Drive, commented on the legislation regarding the start date for schools and indicated he would rather see it left under local control.

Betty Vaughn, 19 Stark Lane, asked the Budget Committee to change their vote after this session. She believes the contract will save money in the long term. She indicated students have been very successful with in Litchfield because of our teachers.

Mrs. Couture indicated the contract was negotiated by the School Board and the LEA. She explained the number in the article has to change in order for the Budget Committee to revote.

Janine Anctil, Tanager Way, asked the Budget Committee to reconsider changing their vote on the article. She commented it is a big shift for teachers with the consumer driven insurance plan and teachers compromised on making that shift. She remarked many townspeople think the teachers have a great deal and this will be a difficult transition. She indicated that it will generate a shift in thinking on how to use health insurance and the School Board offered to ease that impact.

William Barrett, 63 Pilgrim Drive, asked to hear from Budget Committee members that voted in the negative.

Mrs. Couture, Budget Committee Chair, commented that she has been involved with the School Board and Budget Committee for over 20 years and one of the biggest costs is healthcare. She indicated that the School Board has tried to reduce the district's contribution over several years to 80%, which is in line with the Town. She noted that with this contract the district is jumping back up to 89% and 93% and that is an increase that she cannot endorse. She believes the town will not be able to afford it.

Mrs. Douglas, Budget Committee Vice Chair, echoed Mrs. Couture's comments. She expressed appreciation for the work and effort expended to develop the contract. She commented it is a good contract for retaining teachers, but as a Budget Committee member she represents the taxpayers as a whole. She does not believe it will be good for the town. She does not believe that smaller increases in healthcare costs will last and that the healthcare negotiation presented is not a good financial decision for the town.

Phil Reed, 7 Forest Lane, congratulated the School Board on the presentation of the article.

Kathleen Follis, 8 Mike Lane, commented that 70% of school districts in NH have switched to consumer plans. She indicated that Mrs. Douglas believes we were fortunate to have small increases over the last two years, but it has cost us a good amount of money to be on the Green Plan. She understands the taxpayers are concerned with the increase in contributions toward premiums and that there is not a lot of business in the town. She noted our school district makes up a large part of the budget for a reason. She commented the Cadillac tax is coming and will not be fair to taxpayers.

Ralph Boehm, 6 Gibson Drive, commented that he does not believe public employee benefits should exceed private employee benefits.

Robin Corbeil, 4 Nesmith Court, commented that she is concerned about unknown increase, but the Cadillac tax is coming. She indicated there are 25 employees that do not take our insurance at this time. She commented if the contract does not pass those employees could move to the current plan, which will cost half a million dollars.

Mrs. Couture indicated the Cadillac tax has been delayed until 2022, which would be the end of the contract and is not a significant issue with this contract.

Tiffany MacKinnon, Burgess Drive, commented students are successful because of teachers. She asked that we give back to teachers.

Sue Seabrook made a motion to restrict reconsideration of Article 2. Bill Spencer seconded. The motion passed by voice vote.

Sue Seabrook made a motion to restrict reconsideration of Article 1. Bill Spencer seconded. The motion passed by voice vote.

Hearing no further discussion, Mr. Regan indicated that **Article 2 will appear on the ballot as written.**

Mr. Regan read Article 3 and indicated Mr. Bourque would speak to the article.

ARTICLE 3

Shall the Litchfield School District vote to raise and appropriate the sum of \$28,490 to be added to the operating budget for the purpose of funding salary and benefits for a part time Enrichment Tutor position at Litchfield Middle School to support high achieving learners?

This Article has an estimated tax impact of \$0.03 and was recommended by the School Board by a vote of 5-0-0. The article was recommended by the Budget Committee by a vote of 7-1-0.

Brian Bourque, School Board Chair, spoke to the article. He indicated that currently there is no targeted support or services for high achievers. He commented the tutor will provide enrichment both in and outside the classroom.

Hearing no amendments or further discussion, Mr. Regan indicated that **Article 3 will appear on the ballot as written.**

Mr. Regan read Article 4 and indicated Mr. Bourque would speak to the article.

ARTICLE 4

Shall the Litchfield School District vote to raise and appropriate the sum of \$28,490 to be added to the operating budget for the purpose of funding salary and benefits for a part time Math Tutor position at Litchfield Middle School to support struggling and resistant learners?

This Article has a tax impact of \$0.03 and was recommended by the School Board by a vote of 5-0-0. The article was recommended by the Budget Committee by a vote of 7-1-0.

Mr. Bourque spoke to Article 4. He indicated that there is currently no dedicated support for students struggling in math. He commented this position will provide support for those students in and outside the classroom.

Hearing no amendments or further discussion, Mr. Regan indicated that **Article 4 will appear on the ballot as written.**

Mr. Regan read Article 5 and indicated Mr. Bourque would speak to the article.

ARTICLE 5

Shall the Litchfield School District vote to raise and appropriate the sum of \$100,000 to be added to the Building Maintenance Capital Reserve Fund established in 2004 with this sum to come from the June 30 unassigned fund balance available for transfer on July 1 of this year?

This article has no tax impact and was recommended by the School Board by a vote of 5-0-0. The article was recommended by the Budget Committee by a vote of 8-0-0.

Brian Bourque, School Board Chair, 1 Westview Drive, made a motion to amend Article 5 to read:

Shall the Litchfield School District vote to raise and appropriate up to \$100,000 to be added to the Building Maintenance Capital Reserve Fund established in 2004 with this sum to come from the June 30 unassigned fund balance available for transfer on July 1 of this year?

Phil Reed seconded.

Mr. Bourque explained that the NH Department of Revenue Administration removed the words “up to” and he is making a motion to restore that language in the article.

The motion passed by voice vote.

Mr. Bourque explained that the School Board is trying to build up the Capital Reserve Fund to replace much needed systems that are failing, such as HVAC systems at GMS and LMS, and to help contribute toward the security of our school buildings.

Hearing no amendments or further discussion, Mr. Regan indicated that **Article 5 will appear on the ballot as amended.**

Mr. Regan read Article 6 and indicated Mrs. MacDonald would speak to the article.

ARTICLE 6

Shall the Litchfield School District vote to permanently name the Campbell High School auditorium after Philip K. Martin, in honor of his service to Campbell High School?

This article is pending School Board recommendation.

Mrs. MacDonald explained that a policy was approved by the School Board on January 9 that includes a process for naming facilities and core areas. She indicated that the proposal for naming the auditorium after Mr. Martin had met the criteria of the policy and a motion was made to put the request on a warrant article.

Elizabeth MacDonald, 46 Naticook Avenue, made personal statements in support of naming the auditorium after Philip Martin, former music teacher and band director at CHS. She highlighted his past experiences at the high school, his accomplishments and awards, and emphasized his support of students and the school community. She commented that he made a difference in students’ lives.

Bill Spencer, 9 Cranberry Lane, asked if the article is approved, what will the School Board do?

Attorney Michael Elwell indicated it is an advisory article and is up to the School Board regardless of how the voting results.

Hearing no amendments or further discussion, Mr. Regan indicated that **Article 6 will appear on the ballot as written.**

Robert Meyers made a motion to restrict reconsideration of Articles 3, 4, 5 and 6. Mr. Bourque seconded. The motion passed by voice vote.

Mr. Regan read Article 7 and indicated Keri Douglas, the author of the petition, would speak to the article. He noted that Mr. Bourque will present the rebuttal.

ARTICLE 7 (Petitioned Article)

Shall the School Board present to next year’s annual meeting, an article adopting the provisions of RSA 32:5-b which could implement a tax cap whereby the Budget Committee shall not submit a recommended budget that increases the amount to be raised by local taxes, based on the prior fiscal year’s actual amount of local taxes raised, by more than a certain dollar amount or percentage?

LB

This is a petitioned warrant article. This article has not been recommended by the School Board by a vote of 0-4-0.

Keri Douglas, author of the article, explained the article does not result in an immediate tax cap. She indicated the School Board will have nine months to evaluate data to see if a tax cap can be implemented. She commented that she would like to see the district budget get in line with the town budget. Mrs. Douglas indicated people have expressed interest in starting a conversation about a tax cap for the school district budget. She commented the signing of the petition does not indicate a lack of support for our teachers. She explained some people signed it because they are concerned about the increasing budgets and these are the same people whose taxes support the schools. Mrs. Douglas commented if a tax cap is not feasible the School Board can bring forth a reasonable position why it will not work. She commented each year the school district spends hundreds of thousands of dollars with cushions built into the budget. She indicated the article is to engage the community in the discussion.

Mrs. Douglas commented that the School Board Chair is planning to ask each person who signed the petition to stand up. She believes that is not appropriate. She indicated this measure is to facilitate discussion between the School Board and the community to discuss spending.

Mr. Bourque commented that since the tax cap was implemented on the town budget, their budget has increase 6.67% in 2017; 7.9% in 2018; and 8.74% in 2019; whereas the school budget has increase 1.78%, 2.86% and 2.84% in those same years. He indicated the district returns the money that is not spent and there is no cushion in the budget. He noted the Budget Committee examines the budget line by line and makes reductions. He indicated the budget is presented to the public and the process is transparent.

Mr. Bourque indicated mostly everything in the budget is mandated by the State. He commented if there were a tax cap hundreds of thousands of dollars would be lost and warrant articles would not able to be recommended by the Budget Committee, which could include an article with a contract.

Mrs. Douglas commented the tax cap is on the tax increase and not the budget increase. She indicated that she is asking for the discussion only to address conversations we are currently having. She noted there is no statement of the maximum request the School Board can bring forward in the article.

Cindy Couture, 43 Stark Lane, made a motion to amend Article 7 to read:

Shall the School Board study the impact of an article adopting the provisions of RSA 32:5-b which could implement a tax cap whereby the Budget Committee shall not submit a recommended budget that increases the amount to be raised by local taxes, based on the prior fiscal year's actual amount of local taxes raised, by more than a certain dollar amount or percentage?

Susan Jozitis seconded the motion.

Mrs. Couture explained that it changes the wording to requesting a study, which would allow the School Board to examine data and hold discussions regarding the impact of a tax cap on the school district budget. She indicated it makes the wording a little less concerning and a study will assess the impact on the school district.

Bill Spencer, 9 Cranberry Lane, commented that the amendment is a delay. He indicated it is obvious what the School Board will come up with. He noted he was not in favor of the amendment. Mr. Spencer commented this article follows the same process that occurred with the town. He noted an article was proposed, the tax cap was discussed and established the following year. He believes there has been no problems associated with it.

The motion passed by voice vote.

Frank Byron, 8 Mallard Court, indicated the statement ‘3/5 ballot vote required’ stated below the article is not required because the article is not proposing the adoption of a tax cap.

The School Board confirmed with legal counsel that the statement will be removed from the warrant article.

Ralph Boehm, 6 Gibson Drive, commented he was a Selectman, a School Board member and a Budget Committee member for 23 years. He indicated the Board of Selectmen and the School Board cannot spend more than their budget. He noted the Board of Selectmen and School Board returns money to the town, but the Board of Selectmen is allowed to retain funds as mandated by law.

Mrs. Couture commented that a tax cap does not restrict the School Board to bring forth a budget that exceeds the tax cap; however, it does restrict the Budget Committee from bringing forward a budget higher than the tax cap. She indicated since a tax cap was instituted in the town the Budget Committee has had a very challenging time trying to get the budget under the tax cap, which impacted an employee’s health insurance. She noted that many articles could not be recommended by the Budget Committee as well. Mrs. Couture indicated the State is downshifting the cost of education to the district, which becomes a burden to the district as they are required to have certain line items. She commented a tax cap sets up a problem for the Budget Committee to be able to offer the best budget to the people.

Bill Spencer, 9 Cranberry Lane, commented that the wording to study the impact of the RSA and not implement the RSA delays the potential adoption of a tax cap another year.

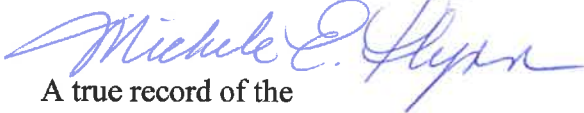
Hearing no amendments or further discussion, Mr. Regan indicated that **Article 7 will appear on the ballot as amended.**

The Moderator thanked all who attended and accepted a motion to adjourn at 12:00 p.m. The motion was seconded. The motion passed unanimously by voice vote.

LB

A true record of the Litchfield School District Deliberative Session,
Prepared by:

Michele E. Flynn
Administrative Assistant to the Litchfield School Board



A true record of the
Litchfield School District Deliberative Session

Attest:



Lynn Baddeley
School District Clerk

Submitted: February 13, 2019

Litchfield School District
Statement of Actual Expenditures for
Special Education Programs and Services

| | 2016 – 2017 | 2017 - 2018 |
|---------------------------|---------------------|---------------------|
| EXPENDITURES | | |
| Instruction | \$ 3,057,009 | \$ 3,202,108 |
| Related Services | \$ 699,456 | \$ 790,742 |
| Administration | \$ 214,932 | \$ 210,067 |
| Legal | \$ 3,057 | \$ 4,038 |
| Transportation | \$ 367,933 | \$ 337,480 |
| Total Expenditures | \$ 4,342,387 | \$ 4,544,435 |
| REVENUES | | |
| NH Catastrophic Aid | \$ 92,717 | \$ 97,639 |
| IDEA Grant | \$ 315,472 | \$ 305,186 |
| Preschool Grant | \$ 6,906 | \$ 4,626 |
| Medicaid | \$ 127,850 | \$ 143,006 |
| Tuition | \$ 0 | \$ 0 |
| Total Revenues | \$ 542,945 | \$ 550,457 |

Department of Special Services
Student Census of Disabilities
December 2018

| DISABILITIES | IN DISTRICT | OUT OF DISTRICT | TOTAL |
|---|-------------|-----------------|------------|
| Hearing Impaired, Speech/Language Impairment, Visual Impairment | 26 | 1 | 27 |
| Orthopedic Impairment, Other Health Impairment, Multiple Disabilities, Autism | 73 | 4 | 77 |
| Intellectual Disability, Developmental Delay | 37 | 1 | 38 |
| Specific Learning Disability | 88 | 1 | 89 |
| Emotional Disturbance | 4 | 0 | 4 |
| TOTAL | 228 | 7 | 235 |



School Budget Form

Litchfield Local School

For School Districts which have adopted the provisions of RSA 32:14 through RSA 32:24
Appropriations and Estimates of Revenue for the Fiscal Year from:
July 1, 2019 to June 30, 2020

Form Due Date: 20 Days after the Annual Meeting

This form was posted with the warrant on: January 24, 2019

SCHOOL BUDGET COMMITTEE CERTIFICATION

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

| Name | Position | Signature |
|-------------------|------------|-----------|
| Cynthia A Couture | Chair | |
| Jessica L Mann | Member | |
| Beion Hadjicostas | Member | |
| Keri B. Douglas | Vice Chair | |
| Jennifer Bourque | Member | |
| Nicole Fordey | Member | |



Appropriations

| Account | Purpose | Article | Expenditures Prior Year | Appropriations Current Year as Approved by DRA | School Board's Appropriations Ensuing FY (Recommended) | School Board's Appropriations Ensuing FY (Not Recommended) | Budget Committee's Appropriations Ensuing FY (Recommended) | Budget Committee's Appropriations Ensuing FY (Not Recommended) |
|---------------------------------|---|---------|----------------------------|--|---|---|--|--|
| Instruction | | | | | | | | |
| 1100-1199 | Regular Programs | 1 | \$8,434,514 | \$8,463,993 | \$8,961,207 | \$0 | \$8,961,207 | \$0 |
| 1200-1299 | Special Programs | 1 | \$3,040,378 | \$3,365,933 | \$3,306,530 | \$0 | \$3,306,530 | \$0 |
| 1300-1399 | Vocational Programs | 1 | \$38,291 | \$37,461 | \$38,526 | \$0 | \$38,526 | \$0 |
| 1400-1499 | Other Programs | 1 | \$15,630 | \$533,115 | \$598,813 | \$0 | \$572,813 | \$26,000 |
| 1500-1599 | Non-Public Programs | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 1600-1699 | Adult/Continuing Education Programs | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 1700-1799 | Community/Junior College Education Programs | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 1800-1899 | Community Service Programs | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| | Instruction Subtotal | | \$11,528,813 | \$12,400,502 | \$12,905,076 | \$0 | \$12,879,076 | \$26,000 |
| Support Services | | | | | | | | |
| 2000-2199 | Student Support Services | 1 | \$1,756,908 | \$1,836,659 | \$1,847,466 | \$0 | \$1,847,466 | \$0 |
| 2200-2299 | Instructional Staff Services | 1 | \$714,666 | \$739,883 | \$752,767 | \$0 | \$752,767 | \$0 |
| | Support Services Subtotal | | \$2,471,574 | \$2,576,542 | \$2,600,233 | \$0 | \$2,600,233 | \$0 |
| General Administration | | | | | | | | |
| 0000-0000 | Collective Bargaining | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2310 (840) | School Board Contingency | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2310-2319 | Other School Board | 1 | \$108,504 | \$119,243 | \$121,643 | \$0 | \$121,643 | \$0 |
| | General Administration Subtotal | | \$108,504 | \$119,243 | \$121,643 | \$0 | \$121,643 | \$0 |
| Executive Administration | | | | | | | | |
| 2320 (310) | SAU Management Services | 1 | \$254,246 | \$333,838 | \$336,330 | \$0 | \$336,330 | \$0 |
| 2320-2399 | All Other Administration | 1 | \$210,267 | \$214,995 | \$220,483 | \$0 | \$220,483 | \$0 |
| 2400-2499 | School Administration Service | 1 | \$1,295,888 | \$1,325,701 | \$1,297,584 | \$0 | \$1,297,584 | \$0 |
| 2500-2599 | Business | 1 | \$313,438 | \$310,907 | \$325,674 | \$0 | \$325,674 | \$0 |
| 2600-2699 | Plant Operations and Maintenance | 1 | \$2,046,165 | \$2,016,305 | \$2,082,744 | \$0 | \$2,082,744 | \$0 |



**New Hampshire
Department of
Revenue Administration**

**2019
MS-27**

DRAFT
(PROPOSAL SUBJECTS) NOT FINALIZED
THIS IS ONLY FOR REVIEW PURPOSES.
XHPY

| | | Appropriations | | | | |
|--|---|-----------------------|--------------------|--------------------|--------------------|------------------|
| 2700-2799 | Student Transportation | 1 | \$993,225 | \$1,157,806 | \$1,160,103 | \$40,000 |
| 2800-2999 | Support Service, Central and Other | 1 | \$689,194 | \$716,554 | \$826,550 | \$174,000 |
| | Executive Administration Subtotal | | \$5,802,423 | \$6,076,106 | \$6,249,468 | \$214,000 |
| Non-Instructional Services | | | | | | |
| 3100 | Food Service Operations | | \$0 | \$0 | \$0 | \$0 |
| 3200 | Enterprise Operations | | \$0 | \$0 | \$0 | \$0 |
| | Non-Instructional Services Subtotal | | \$0 | \$0 | \$0 | \$0 |
| Facilities Acquisition and Construction | | | | | | |
| 4100 | Site Acquisition | | \$0 | \$0 | \$0 | \$0 |
| 4200 | Site Improvement | | \$0 | \$0 | \$0 | \$0 |
| 4300 | Architectural/Engineering | | \$0 | \$0 | \$0 | \$0 |
| 4400 | Educational Specification Development | | \$0 | \$0 | \$0 | \$0 |
| 4500 | Building Acquisition/Construction | | \$0 | \$0 | \$0 | \$0 |
| 4600 | Building Improvement Services | 1 | \$36,252 | \$36,252 | \$36,252 | \$0 |
| 4900 | Other Facilities Acquisition and Construction | | \$0 | \$0 | \$0 | \$0 |
| | Facilities Acquisition and Construction Subtotal | | \$36,252 | \$36,252 | \$36,252 | \$0 |
| Other Outlays | | | | | | |
| 5110 | Debt Service - Principal | | \$0 | \$0 | \$0 | \$0 |
| 5120 | Debt Service - Interest | | \$0 | \$0 | \$0 | \$0 |
| | Other Outlays Subtotal | | \$0 | \$0 | \$0 | \$0 |
| Fund Transfers | | | | | | |
| 5220-5221 | To Food Service | 1 | \$506,406 | \$558,968 | \$617,757 | \$0 |
| 5222-5229 | To Other Special Revenue | 1 | \$446,776 | \$575,000 | \$575,000 | \$0 |
| 5230-5239 | To Capital Projects | | \$0 | \$0 | \$0 | \$0 |
| 5254 | To Agency Funds | | \$0 | \$0 | \$0 | \$0 |
| 5300-5399 | Intergovernmental Agency Allocation | | \$0 | \$0 | \$0 | \$0 |
| 9990 | Supplemental Appropriation | | \$0 | \$0 | \$0 | \$0 |
| 9992 | Deficit Appropriation | | \$0 | \$0 | \$0 | \$0 |
| | Fund Transfers Subtotal | | \$953,182 | \$1,133,968 | \$1,192,757 | \$0 |
| MS-27 | | | | | | |



Appropriations

| | | | | | |
|---------------------------------------|--------------|--------------|--------------|--------------|-----------|
| Total Operating Budget Appropriations | \$20,900,748 | \$22,342,613 | \$23,105,429 | \$22,865,429 | \$240,000 |
|---------------------------------------|--------------|--------------|--------------|--------------|-----------|



Special Warrant Articles

| Account | Purpose | Article | Expenditures Prior Year | Appropriations Current Year as Approved by DRA | School Board's Appropriations Enacting FY (Recommended) | School Board's Appropriations Enacting FY (Not Recommended) | Budget Committee's Appropriations Enacting FY (Recommended) | Budget Committee's Appropriations Enacting FY (Not Recommended) |
|---------|------------------------------|---------|----------------------------|--|--|--|---|---|
| 5251 | To Capital Reserve Fund | 5 | \$ 75,000 | \$ 50,000 | \$ 100,000 | \$ 0 | \$ 0 | \$ 100,000 |
| 5252 | To Expendable Trust Fund | | \$ 0 | \$ 0 | \$ 0 | \$ 0 | \$ 0 | \$ 0 |
| 5253 | To Non-Expendable Trust Fund | | \$ 0 | \$ 0 | \$ 0 | \$ 0 | \$ 0 | \$ 0 |
| 5251 | To Capital Reserve Fund | | | | | | | |

Purpose: Building Maintenance Capital Reserve Fund

| | | | | | | | | | |
|--|--|--|--|--|-----------------|-----------------|------------------|------------|------------------|
| Total Proposed Special Articles | | | | | \$75,000 | \$50,000 | \$100,000 | \$0 | \$100,000 |
|--|--|--|--|--|-----------------|-----------------|------------------|------------|------------------|



Individual Warrant Articles

| Account | Purpose | Article | Expenditures Prior Year | Appropriations Current Year as Approved by DRA | School Board's Appropriations Enacting FY (Recommended) | School Board's Appropriations Enacting FY (Not Recommended) | Budget Committee's Appropriations Enacting FY (Recommended) | Budget Committee's Appropriations Enacting FY (Not Not) |
|---------|---------|--|----------------------------|--|--|--|---|--|
| | | 2 | \$0 | \$0 | \$394,429 | \$0 | \$0 | \$394,429 |
| | | <i>Purpose: Litchfield Education Association Collective Bargaining Agreement</i> | | | | | | |
| | | 3 | \$0 | \$0 | \$28,490 | \$0 | \$0 | \$28,490 |
| | | <i>Purpose: Enrichment Tutor</i> | | | | | | |
| | | 4 | \$0 | \$0 | \$28,490 | \$0 | \$0 | \$28,490 |
| | | <i>Purpose: Math Tutor</i> | | | | | | |
| | | | \$0 | \$774,242 | \$0 | \$0 | \$0 | \$0 |
| | | <i>Purpose: Full Day Kindergarten</i> | | | | | | |
| | | | \$0 | \$774,242 | \$451,409 | \$0 | \$0 | \$451,409 |
| | | Total Proposed Individual Articles | | | | | | |



Revenues

| Account | Source | Article | Revised Revenues Current Year | School Board's Estimated Revenues | Budget Committee's Estimated Revenues |
|------------------------|-------------------------------|---------|----------------------------------|--------------------------------------|--|
| Local Sources | | | | | |
| 1300-1349 | Tuition | 1 | \$27,500 | \$27,500 | \$27,500 |
| 1400-1449 | Transportation Fees | 1 | \$9,000 | \$9,000 | \$9,000 |
| 1500-1599 | Earnings on Investments | 1 | \$500 | \$500 | \$500 |
| 1600-1699 | Food Service Sales | 1 | \$443,468 | \$502,257 | \$502,257 |
| 1700-1799 | Student Activities | | \$0 | \$0 | \$0 |
| 1800-1899 | Community Service Activities | | \$0 | \$0 | \$0 |
| 1900-1999 | Other Local Sources | 1 | \$193,107 | \$45,000 | \$45,000 |
| | Local Sources Subtotal | | \$673,575 | \$584,257 | \$584,257 |
| State Sources | | | | | |
| 3210 | School Building Aid | | \$0 | \$0 | \$0 |
| 3215 | Kindergarten Building Aid | | \$0 | \$0 | \$0 |
| 3220 | Kindergarten Aid | 1 | \$88,000 | \$88,000 | \$88,000 |
| 3230 | Catastrophic Aid | 1 | \$70,042 | \$75,000 | \$75,000 |
| 3240-3249 | Vocational Aid | 1 | \$3,000 | \$3,000 | \$3,000 |
| 3250 | Adult Education | | \$0 | \$0 | \$0 |
| 3260 | Child Nutrition | 1 | \$5,500 | \$5,500 | \$5,500 |
| 3270 | Driver Education | | \$0 | \$0 | \$0 |
| 3290-3299 | Other State Sources | | \$0 | \$0 | \$0 |
| | State Sources Subtotal | | \$166,542 | \$171,500 | \$171,500 |
| Federal Sources | | | | | |
| 4100-4539 | Federal Program Grants | 1 | \$110,000 | \$110,000 | \$110,000 |
| 4540 | Vocational Education | | \$0 | \$0 | \$0 |
| 4550 | Adult Education | | \$0 | \$0 | \$0 |
| 4560 | Child Nutrition | 1 | \$110,000 | \$110,000 | \$110,000 |
| 4570 | Disabilities Programs | 1 | \$465,000 | \$465,000 | \$465,000 |
| 4580 | Medicaid Distribution | 1 | \$100,000 | \$100,000 | \$100,000 |



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Revenues

| | | | | |
|--------------------------------|---|--------------------|--------------------|--------------------|
| 4590-4999 | Other Federal Sources (non-4810) | \$0 | \$0 | \$0 |
| 4810 | Federal Forest Reserve | \$0 | \$0 | \$0 |
| | Federal Sources Subtotal | \$785,000 | \$785,000 | \$785,000 |
| Other Financing Sources | | | | |
| 5110-5139 | Sale of Bonds or Notes | \$0 | \$0 | \$0 |
| 5140 | Reimbursement Anticipation Notes | \$0 | \$0 | \$0 |
| 5221 | Transfer from Food Service Special Revenue Fund | \$0 | \$0 | \$0 |
| 5222 | Transfer from Ormer Special Revenue Funds | \$0 | \$0 | \$0 |
| 5230 | Transfer from Capital Project Funds | \$0 | \$0 | \$0 |
| 5251 | Transfer from Capital Reserve Funds | \$0 | \$0 | \$0 |
| 5252 | Transfer from Expendable Trust Funds | \$0 | \$0 | \$0 |
| 5253 | Transfer from Non-Expendable Trust Funds | \$0 | \$0 | \$0 |
| 5300-5699 | Other Financing Sources | \$0 | \$0 | \$0 |
| 9997 | Supplemental Appropriation (Contra) | \$0 | \$0 | \$0 |
| 9998 | Amount Voted from Fund Balance | \$152,670 | \$0 | \$0 |
| 9999 | Fund Balance to Reduce Taxes | \$626,351 | \$200,000 | \$200,000 |
| | Other Financing Sources Subtotal | \$779,021 | \$200,000 | \$200,000 |
| | Total Estimated Revenues and Credits | \$2,404,138 | \$1,740,757 | \$1,740,757 |



Budget Summary

| Item | Current Year | School Board Enacting FY (Recommended) | Budget Committee Enacting FY (Recommended) |
|---|---------------------|--|--|
| Operating Budget Appropriations | \$22,342,613 | \$23,105,429 | \$22,865,429 |
| Special Warrant Articles | \$50,000 | \$100,000 | \$0 |
| Individual Warrant Articles | \$774,242 | \$451,409 | \$0 |
| Total Appropriations | \$23,166,855 | \$23,656,838 | \$22,865,429 |
| Less Amount of Estimated Revenues & Credits | \$2,404,138 | \$1,740,757 | \$1,740,757 |
| Less Amount of State Education Tax/Grant | \$ | \$6,986,082 | |
| Estimated Amount of Taxes to be Raised | \$13,687,119 | \$14,929,999 | \$21,124,672 |



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**Default Budget of the School District
Litchfield Local School**

For the period beginning July 1, 2019 and ending June 30, 2020

RSA 40:13, IX (b) "Default budget" as used in this subdivision means the amount of the same appropriations as contained in the operating budget authorized for the previous year, reduced and increased, as the case may be, by debt service, contracts, and other obligations previously incurred or mandated by law, and reduced by one-time expenditures contained in the operating budget. For the purposes of this paragraph, one-time expenditures shall be appropriations not likely to recur in the succeeding budget, as determined by the governing body, unless the provisions of RSA 40:14-b are adopted, of the local political subdivision.

This form was posted with the warrant on: _____

SCHOOL BOARD OR BUDGET COMMITTEE CERTIFICATION

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

| Name | Position | Signature |
|---------------------|-------------------------|---------------------|
| Belou Bourque | School Board Chair | |
| Christina Harrison | School Board Vice Chair | |
| Robert G. Meyers | School Board | |
| Elizabeth Macdonald | School Board | Elizabeth Macdonald |

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NH DRA Municipal and Property Division
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<http://www.revenue.nh.gov/mun-prop/>



Appropriations

| Account | Purpose | Prior Year Adopted Budget | Reductions or Increases | One-Time Appropriations | Default Budget |
|--|---|------------------------------|----------------------------|----------------------------|---------------------|
| Instruction | | | | | |
| 1100-1199 | Regular Programs | \$8,463,994 | \$343,902 | \$0 | \$8,807,896 |
| 1200-1299 | Special Programs | \$3,365,932 | \$37,314 | \$0 | \$3,403,246 |
| 1300-1399 | Vocational Programs | \$37,461 | \$0 | \$0 | \$37,461 |
| 1400-1499 | Other Programs | \$528,115 | \$46,153 | \$0 | \$574,268 |
| 1500-1599 | Non-Public Programs | \$0 | \$0 | \$0 | \$0 |
| 1600-1699 | Adult/Continuing Education Programs | \$0 | \$0 | \$0 | \$0 |
| 1700-1799 | Community/Junior College Education Programs | \$0 | \$0 | \$0 | \$0 |
| 1800-1899 | Community Service Programs | \$0 | \$0 | \$0 | \$0 |
| Instruction Subtotal | | \$12,395,502 | \$427,369 | \$0 | \$12,822,871 |
| Support Services | | | | | |
| 2000-2199 | Student Support Services | \$1,833,533 | (\$16,614) | \$0 | \$1,816,919 |
| 2200-2299 | Instructional Staff Services | \$739,882 | (\$30,408) | \$0 | \$709,474 |
| Support Services Subtotal | | \$2,573,415 | (\$47,022) | \$0 | \$2,526,393 |
| General Administration | | | | | |
| 0000-0000 | Collective Bargaining | \$0 | \$0 | \$0 | \$0 |
| 2310 (840) | School Board Contingency | \$0 | \$0 | \$0 | \$0 |
| 2310-2319 | Other School Board | \$119,243 | \$1,303 | \$0 | \$120,546 |
| General Administration Subtotal | | \$119,243 | \$1,303 | \$0 | \$120,546 |
| Executive Administration | | | | | |
| 2320 (310) | SAU Management Services | \$332,864 | \$2,863 | \$0 | \$335,727 |
| 2320-2399 | All Other Administration | \$214,569 | \$4,415 | \$0 | \$218,984 |
| 2400-2499 | School Administration Service | \$1,303,824 | (\$6,554) | \$0 | \$1,297,270 |
| 2500-2599 | Business | \$307,157 | \$17,982 | \$0 | \$325,139 |
| 2600-2699 | Plant Operations and Maintenance | \$2,015,894 | \$50,312 | \$0 | \$2,066,206 |
| 2700-2799 | Student Transportation | \$1,157,806 | \$0 | \$0 | \$1,157,806 |
| 2800-2999 | Support Service, Central and Other | \$752,119 | (\$10,696) | \$0 | \$741,423 |
| Executive Administration Subtotal | | \$6,084,233 | \$58,322 | \$0 | \$6,142,555 |
| Non-Instructional Services | | | | | |
| 3100 | Food Service Operations | \$0 | \$0 | \$0 | \$0 |
| 3200 | Enterprise Operations | \$0 | \$0 | \$0 | \$0 |
| Non-Instructional Services Subtotal | | \$0 | \$0 | \$0 | \$0 |



Appropriations

| Account | Purpose | Prior Year Adopted Budget | Reductions or Increases | One-Time Appropriations | Default Budget |
|---|---|------------------------------|----------------------------|----------------------------|---------------------|
| Facilities Acquisition and Construction | | | | | |
| 4100 | Site Acquisition | \$0 | \$0 | \$0 | \$0 |
| 4200 | Site Improvement | \$0 | \$0 | \$0 | \$0 |
| 4300 | Architectural/Engineering | \$0 | \$0 | \$0 | \$0 |
| 4400 | Educational Specification Development | \$0 | \$0 | \$0 | \$0 |
| 4500 | Building Acquisition/Construction | \$0 | \$0 | \$0 | \$0 |
| 4600 | Building Improvement Services | \$36,252 | \$0 | \$0 | \$36,252 |
| 4900 | Other Facilities Acquisition and Construction | \$0 | \$0 | \$0 | \$0 |
| Facilities Acquisition and Construction Subtotal | | \$36,252 | \$0 | \$0 | \$36,252 |
| Other Outlays | | | | | |
| 5110 | Debt Service - Principal | \$0 | \$0 | \$0 | \$0 |
| 5120 | Debt Service - Interest | \$0 | \$0 | \$0 | \$0 |
| Other Outlays Subtotal | | \$0 | \$0 | \$0 | \$0 |
| Fund Transfers | | | | | |
| 5220-5221 | To Food Service | \$558,968 | \$42,286 | \$0 | \$601,254 |
| 5222-5229 | To Other Special Revenue | \$575,000 | \$0 | \$0 | \$575,000 |
| 5230-5239 | To Capital Projects | \$0 | \$0 | \$0 | \$0 |
| 5251 | To Capital Reserve Fund | \$0 | \$0 | \$0 | \$0 |
| 5252 | To Expendable Trusts/Fiduciary Funds | \$0 | \$0 | \$0 | \$0 |
| 5253 | To Non-Expendable Trust Funds | \$0 | \$0 | \$0 | \$0 |
| 5254 | To Agency Funds | \$0 | \$0 | \$0 | \$0 |
| 5300-5399 | Intergovernmental Agency Allocation | \$0 | \$0 | \$0 | \$0 |
| 9990 | Supplemental Appropriation | \$0 | \$0 | \$0 | \$0 |
| 9992 | Deficit Appropriation | \$0 | \$0 | \$0 | \$0 |
| Fund Transfers Subtotal | | \$1,133,968 | \$42,286 | \$0 | \$1,176,254 |
| Total Operating Budget Appropriations | | \$22,342,613 | \$482,258 | \$0 | \$22,824,871 |



Reasons for Reductions/Increases & One-Time Appropriations

| Account | Explanation |
|-------------------|---|
| 2320-2399 4600 | Contractual obligations and health care elections for staffing level at the time of budget development. Level funded FY19 approved, contractual lease payment. |
| 2500-2599 | Contractual obligations and health care elections for staffing level at the time of budget development. |
| 2200-2299 | Contractual obligations and health care elections for staffing level at the time of budget development. |
| 1400-1499 | Contractual obligations and health care elections for staffing level at the time of budget development. Includes funding for vacant positions. |
| 2310-2319 | Contractual obligations and health care elections for staffing level at the time of budget development. |
| 2600-2699 | Contractual obligations and health care elections for staffing level at the time of budget development. |
| 1100-1199 | Contractual obligations and health care elections for staffing level at the time of budget development. |
| 2320 (310) | Contractual obligations and health care elections for staffing level at the time of budget development. |
| 2400-2499 | Contractual obligations and health care elections for staffing level at the time of budget development. |
| 1200-1299 | Contractual obligations and health care elections for staffing level at the time of budget development. |
| 2000-2199 | Contractual obligations and health care elections for staffing level at the time of budget development. |
| 2700-2799 | Level Funded FY19 Transportation items for default in absence of service contract for FY20 |
| 2800-2999 | Contractual obligations and health care elections for staffing level at the time of budget development. |
| 5220-5221 | Contractual obligations and health care elections for staffing level at the time of budget development. |
| 5222-5229 | Level Fund FY19 approved for default. |
| 1300-1399 | Level funded FY19 Approved Budget for default calculation. |

LITCHFIELD SCHOOL DISTRICT
ANNUAL FINANCIAL REPORT
AS OF AND FOR THE FISCAL YEAR ENDED
JUNE 30, 2018

LITCHFIELD SCHOOL DISTRICT
ANNUAL FINANCIAL REPORT
AS OF AND FOR THE FISCAL YEAR ENDED
JUNE 30, 2018

TABLE OF CONTENTS

| | | <u>PAGES</u> |
|---|--|--------------|
| | INDEPENDENT AUDITOR'S REPORT | 1 - 2 |
| | MANAGEMENT'S DISCUSSION AND ANALYSIS | 3 - 9 |
| BASIC FINANCIAL STATEMENTS | | |
| Government-wide Financial Statements | | |
| A | Statement of Net Position | 10 |
| B | Statement of Activities | 11 |
| Fund Financial Statements | | |
| <i>Governmental Funds</i> | | |
| C-1 | Balance Sheet | 12 |
| C-2 | Reconciliation of the Balance Sheet - Governmental Funds to the Statement of Net Position..... | 13 |
| C-3 | Statement of Revenues, Expenditures, and Changes in Fund Balances..... | 14 |
| C-4 | Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances - Governmental Funds to the Statement of Activities | 15 |
| <i>Budgetary Comparison Information</i> | | |
| D | Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual (Non-GAAP Budgetary Basis) – General Fund | 16 |
| <i>Fiduciary Funds</i> | | |
| E | Statement of Net Position | 17 |
| | NOTES TO THE BASIC FINANCIAL STATEMENTS | 18 - 35 |
| REQUIRED SUPPLEMENTARY INFORMATION | | |
| F | Schedule of the School District's Proportionate Share of Net Pension Liability..... | 36 |
| G | Schedule of School District Contributions - Pensions | 37 |
| | NOTE TO THE REQUIRED SUPPLEMENTARY INFORMATION - PENSION LIABILITY | 38 |
| H | Schedule of the School District's Proportionate Share of Net Other Postemployment Benefits Liability | 39 |
| I | Schedule of School District Contributions – Other Postemployment Benefits..... | 40 |
| J | Schedule of Changes in the School District's Total Other Postemployment Benefits Liability and Related Ratios | 41 |
| | NOTES TO THE REQUIRED SUPPLEMENTARY INFORMATION - OTHER POSTEMPLOYMENT BENEFITS LIABILITY | 42 |

LITCHFIELD SCHOOL DISTRICT
ANNUAL FINANCIAL REPORT
AS OF AND FOR THE FISCAL YEAR ENDED
JUNE 30, 2018

TABLE OF CONTENTS

PAGES

COMBINING AND INDIVIDUAL FUND SCHEDULES

| | |
|------------------------------------|--|
| Governmental Funds | |
| <i>Major General Fund</i> | |
| 1 | Schedule of Estimated and Actual Revenues (Non-GAAP Budgetary Basis)..... 43 |
| 2 | Schedule of Appropriations, Expenditures, and Encumbrances (Non-GAAP Budgetary Basis) 44 |
| 3 | Schedule of Changes in Unassigned Fund Balance (Non-GAAP Budgetary Basis)..... 45 |
| <i>Nonmajor Governmental Funds</i> | |
| 4 | Combining Balance Sheet 46 |
| 5 | Combining Schedule of Revenues, Expenditures, and Changes in Fund Balances..... 47 |
| Fiduciary Funds | |
| <i>Agency Funds</i> | |
| 6 | Student Activities Funds – Combining Schedule of Changes in Student Activities Funds..... 48 |



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INDEPENDENT AUDITOR'S REPORT

To the Members of the School Board
Litchfield School District
Litchfield, New Hampshire

We have audited the accompanying financial statements of the governmental activities, each major fund, and aggregate remaining fund information of the Litchfield School District as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the School District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and aggregate remaining fund information of the Litchfield School District, as of June 30, 2018, and the respective changes in financial position and, the respective budgetary comparison for the general fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Change in Accounting Principle

As discussed in Note 2-D to the financial statements, in fiscal year 2018 the School District adopted new accounting guidance, Governmental Accounting Standards Board (GASB) Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*. Our opinions are not modified with respect to this matter.

Other Matters

Required Supplementary Information – Accounting principles generally accepted in the United States of America require that the following be presented to supplement the basic financial statements:

- Management's Discussion and Analysis,
- Schedule of the School District's Proportionate Share of Net Pension Liability,

**Litchfield School District
Independent Auditor's Report**

- Schedule of School District Contributions – Pensions,
- Schedule of the District's Proportionate Share of the Net Other Postemployment Benefits Liability,
- Schedule of the District Contributions – Other Postemployment Benefits,
- Schedule of Changes in the School District's Total Other Postemployment Benefits Liability and Related Ratios, and
- Notes to the Required Supplementary Information

Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information – Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Litchfield School District's basic financial statements. The combining and individual fund schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual fund schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual fund schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

January 18, 2019

*Bladyk & Sanderson
Professional Association*

LITCHFIELD SCHOOL DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)
OF THE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED JUNE 30, 2017

The Superintendent of Schools and Business Administrator of New Hampshire School Administrative Unit #27, as management of the Litchfield School District ("District"), we offer readers of the District's Financial Statements this narrative overview and analysis of the financial activities of the District for the year ended June 30, 2018. We encourage readers to consider the information presented here in conjunction with the District's financial statements.

1. Financial Highlights

- The liabilities and deferred inflows of resources of the District exceeded its assets and deferred outflows of resources at the close of the most recent year by \$5,944,637 (*net position*). Of this amount, \$(15,344,709) (*unrestricted net position*), had it been positive, may have been used to meet the government's ongoing obligations to citizens and creditors. The negative unrestricted net position is attributable to the reporting of the District's proportional share of the actuarially determined retirement system's unfunded pension liability less the system's net position ("net pension liability"). Reporting the District's proportional share of the net pension liability does not impact the District's ability to meet its current obligations.
- The District's total net position changed by \$(577,500).
- As of the close of the current fiscal year, the District's governmental funds reported a combined ending fund balance of \$1,242,944, a change of \$262,567 in comparison with the prior year.
- Net change in the unassigned fund balance for the General Fund was \$142,019 with an end of year balance of \$626,350. This balance represents amounts that are not obligated or specifically designated and is available to offset the amount of local school assessment for the subsequent fiscal year.
- Consistent with prior fiscal year, due to the implementation of GASB Statement Nos 68 and 71, the District is required to record its related share of net pension liability of the New Hampshire Retirement System. The net pension liability is the District's proportionate share of the retirement system's actuarially determined unfunded pension liability less the system's net position. This amount is reported only on the government-wide financial statements and has no impact on the fund financial statements of the District. At the end of the most recent year, our net pension liability is \$14,984,934, a decrease of \$1,449,030, or 8.8% below prior year.
- For Fiscal Year 2018, the School District implemented Governmental Accounting Standards Board (GASB) Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions (OPEB)*. This Statement supersedes Statement No. 45, the previous reporting Statement for these liabilities. This implementation resulted in a restatement in net position, which is noted in the notes accompanying the financial statements. The implementation of new GASB Statement impacts the government-wide financial statements only.
- With the passage of Warrant Article 2 at March 2018 Town Meeting, the School District implemented our Full-Day Kindergarten Program at Griffin Memorial School. This required the installation of a four classroom modular building. This project took place over the summer of 2018, expenditures associated with the project began during the FY 2018 School Year, and the capital project fund is reported with a

deficit fund balance in the financial statements. Expenditures for this capital project were offset by a combination of use of fund balance, impact fees from the Town of Litchfield, and local taxation. The project will be closed during FY 2019. No debt or leasing was issued associated with this capital project.

- The District did not issue any bonds in fiscal year 2018.

2. Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the District's basic financial statements. The District's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide financial statements. The *government-wide financial statements* are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business.

The *statement of net position* presents information on all of the District's assets and deferred outflows of resources and liabilities and deferred inflows of resources, with the difference between the items reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The *statement of activities* presents information showing how the District's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the time of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will result in cash flows in future fiscal periods.

The governmental activities of the District include administration, instruction, support services, operations and maintenance, and transportation.

Fund Financial Statements. A *fund* is a group of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the District can be divided into two categories: governmental funds and fiduciary funds.

Governmental funds. *Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, *governmental fund financial statements* focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the District's near-term financing decisions. Both the governmental funds balance sheet and the governmental funds statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The District maintains four (4) individual governmental funds. Information is presented in the governmental funds balance sheet and in the governmental funds statement of revenues, expenditures, and changes in

fund balances for the general fund and capital projects fund, which are considered to be major funds. Data from the remaining funds (grants and food service), are considered nonmajor, are combined and reported in aggregate. A separate schedule is provided in the financial statements to show the balances and activities in nonmajor funds.

The District adopts an annual appropriated budget for its general fund. A budgetary comparison statement has been provided for the general fund to demonstrate compliance with this budget.

Fiduciary funds. *Fiduciary funds* are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are *not* reflected in the government-wide financial statements, because the resources of those funds are *not* available to support the District's own programs.

Notes to the financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other information. In addition to the basic financial statements and accompanying notes, this report also presents *required supplementary information* that is required to be disclosed by accounting principles generally accepted in the United States of America.

3. Government-wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of government's financial position. In the case of the District, liabilities and deferred inflows of resources exceeded assets and deferred outflows of resources by \$5,944,637 at the close of the most recent fiscal year.

The largest portion of the District's net position, \$9,355,491, reflects its investment in capital assets (e.g., land, buildings, and equipment), less any related debt used to acquire those assets that is still outstanding. Capital assets are reported net of accumulated depreciation. The District uses these capital assets to provide services to citizens; consequently, these assets are *not* available for future spending. Although the District's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

The following is a summary of condensed statement of net position and statement of activities for government-wide financial data for the current and prior fiscal years.

Litchfield School District's Condensed Statement of Net Position

| | Governmental Activities | |
|-----------------------------------|-------------------------|------------------------------|
| | 2018 | 2017 <i>(as restated)</i> |
| Current and other assets | 2,094,945 | 1,788,331 |
| Capital assets | 9,355,491 | 9,841,973 |
| Total assets | 11,450,436 | 11,630,304 |
| Deferred outflows of resources | 3,922,265 | 5,466,778 |
| Long-term liabilities outstanding | 19,659,264 | 21,055,989 |
| Other liabilities | 779,474 | 756,760 |
| Total liabilities | 20,438,738 | 21,812,749 |
| Deferred inflows of resources | 878,600 | 651,470 |
| Net position: | | |
| Net investment in capital assets | 9,355,491 | 9,841,973 |
| Restricted | 44,581 | 82,603 |
| Unrestricted | (15,344,709) | (15,291,713) |
| Total net position | (5,944,637) | (5,367,137) |

See Note 14 for prior period adjustment

Litchfield School District's Condensed Statement of Net Position

| | Governmental Activities | |
|---|-------------------------|--------------------|
| | 2018 | 2017 |
| Revenues: | | |
| Program revenues: | | |
| Charges for service | 432,008 | 440,186 |
| Operating grants and contributions | 786,608 | 812,880 |
| General revenues | <u>20,477,176</u> | <u>19,862,495</u> |
| Total revenues | <u>21,695,792</u> | <u>21,115,561</u> |
| Expenses: | | |
| Administration | 2,200,869 | 2,263,507 |
| Instruction | 13,111,321 | 12,805,277 |
| Support services | 2,614,875 | 2,613,094 |
| Operation and maintenance | 2,117,702 | 2,054,939 |
| Transportation | 995,095 | 989,140 |
| Other | 727,024 | 843,785 |
| Noninstructional services | 506,406 | 519,486 |
| Prior period adjustment - GASB 75 | - | 1,759,331 |
| Total expenses | <u>22,273,292</u> | <u>23,848,559</u> |
| Change in net position | (577,500) | (2,732,998) |
| Net position - Beginning of year (Restated) | <u>(5,367,137)</u> | <u>(2,634,139)</u> |
| Net position - End of year | <u>(5,944,637)</u> | <u>(5,367,137)</u> |

See Note 14 for prior period adjustment

An additional portion of the District's net position \$0 represents resources that are subject to external restrictions on how they may be used. The remaining balance of *unrestricted net position* (\$5,900,056), if it were positive, may have been used to meet the District's ongoing obligations to citizens and creditors.

Governmental activities. As noted above, governmental activities net position changed by \$577,500. Key elements of this change are as follows:

| Governmental Activities: | |
|---|------------------|
| General Fund | 391,824 |
| Other Funds (Food Service, Capital Project) | (129,257) |
| Depreciation expense, net of capital asset purchases | (486,482) |
| Change in net pension obligation, net of deferred resources | (294,367) |
| Other GAAP accruals | <u>(59,218)</u> |
| Total | <u>(577,500)</u> |

4. Financial Analysis of the Government's Funds

As noted earlier, fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds. The focus of the District's *governmental funds* is to provide information on near-term inflows, outflows, and balances of *spendable* resources. Such information is useful in assessing the District's financing requirements. In particular, *unassigned fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, the District's governmental funds reported combined ending fund balances of \$577,500, which is a change of \$262,567 in comparison with the prior year. Key elements of this change are as follows:

| | |
|--------------------------|-------------------|
| Governmental Activities: | |
| General Fund | 391,824 |
| Capital Projects Fund | \$ (91,235) |
| Nonmajor Funds | |
| School Food Service | (38,022) |
| Total | \$ <u>262,567</u> |

The general fund is the chief operating fund of the District. At the end of the current fiscal year, unassigned fund balance of the general fund was \$626,350, while total fund balance was \$0. As a measure of the general fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total fund expenditures. Unassigned fund balance represents 3.08 percent of total general fund expenditures, while total fund balance represents 6.4 percent of that same amount. As noted above, total fund balance of the general fund changed by \$391,824 during the current fiscal year. Key elements of this change are as follows:

| | |
|---|-------------------|
| Revenue in excess of budget | \$ 82,535 |
| Expenditures less than budget | 696,485 |
| Use of fund balance as a funding source | (484,331) |
| Change in encumbrances | 113,613 |
| Other | (16,478) |
| Total | \$ <u>391,824</u> |

5. General Fund Budgetary Highlights

There is no change between the total original and total final budget.

6. Capital Asset and Debt Administration

Capital Assets. The District's investment in capital assets for its governmental activities as of June 30, 2018, amounted to \$9,355,491 (net of accumulated depreciation). This investment in capital assets includes land, buildings and building improvements, and equipment. The total change in the District's investment in total capital assets for the current year was \$(486,482).

Major capital asset events during the current fiscal year included the following:

| | <u>Amount</u> |
|--|---------------------|
| Capital asset additions: | |
| Griffin Memorial School – Kindergarten Modular | \$ 129,477 |
| Griffin Memorial School – Secured Entry Way | 36,000 |
| Depreciation expense | <u>(651,959)</u> |
| Total change in capital assets | <u>\$ (486,482)</u> |

Additional information on the District’s capital assets can be found in the notes to the financial statements.

7. Request for Information

This financial report is designed to provide a general overview of the District’s financing for all those with an interest in the District’s finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to Cory Izbicki, Business Administrator, C/O SAU #27, 1 Highlander Court, Litchfield, New Hampshire 03052.

EXHIBIT A
LITCHFIELD SCHOOL DISTRICT
Statement of Net Position
June 30, 2018

| | Governmental Activities |
|--|----------------------------|
| ASSETS | |
| Cash and cash equivalents | \$ 1,635,298 |
| Other receivables | 5,057 |
| Intergovernmental receivable | 454,590 |
| Capital assets, not being depreciated | 626,269 |
| Capital assets, net of accumulated depreciation | 8,729,222 |
| Total assets | 11,450,436 |
| DEFERRED OUTFLOWS OF RESOURCES | |
| Amounts related to pensions | 3,029,347 |
| Amounts related to other postemployment benefits | 892,918 |
| Total deferred outflows of resources | 3,922,265 |
| LIABILITIES | |
| Accounts payable | 56,228 |
| Accrued salaries and benefits | 723,246 |
| Noncurrent obligations: | |
| Due within one year | 18,913 |
| Due in more than one year | 19,640,351 |
| Total liabilities | 20,438,738 |
| DEFERRED INFLOWS OF RESOURCES | |
| Unavailable revenue - grants and donations | 72,477 |
| Amounts related to pensions | 794,819 |
| Amounts related to other postemployment benefits | 11,304 |
| Total deferred inflows of resources | 878,600 |
| NET POSITION | |
| Net investment in capital assets | 9,355,491 |
| Restricted | 44,581 |
| Unrestricted | (15,344,709) |
| Total net position | \$ (5,944,637) |

The notes to the basic financial statements are an integral part of this statement.

EXHIBIT B
LITCHFIELD SCHOOL DISTRICT
Statement of Activities
For the Fiscal Year Ended June 30, 2018

| | Expenses | Program Revenues | | Net (Expense) Revenue and Change in Net Position |
|--|----------------------|----------------------------|--|---|
| | | Charges for Services | Operating Grants and Contributions | |
| Governmental activities: | | | | |
| Instruction | \$ 13,111,321 | \$ 51,839 | \$ 500,891 | \$(12,558,591) |
| Support services: | | | | |
| Student | 1,891,272 | - | 131,126 | (1,760,146) |
| Instructional staff | 723,603 | - | 52,816 | (670,787) |
| General administration | 106,779 | - | - | (106,779) |
| Executive administration | 464,412 | - | - | (464,412) |
| School administration | 1,309,479 | - | - | (1,309,479) |
| Business | 320,199 | - | - | (320,199) |
| Operation and maintenance of plant | 2,117,702 | 900 | - | (2,116,802) |
| Student transportation | 995,095 | - | 4,121 | (990,974) |
| Other | 727,024 | - | 9,047 | (717,977) |
| Noninstructional services | 506,406 | 379,269 | 88,607 | (38,530) |
| Total governmental activities | <u>\$ 22,273,292</u> | <u>\$ 432,008</u> | <u>\$ 786,608</u> | <u>\$(21,054,676)</u> |
| General revenues: | | | | |
| School district assessment | | | | 13,003,269 |
| Grants and contributions not restricted to specific programs | | | | 7,360,050 |
| Interest | | | | 11,773 |
| Miscellaneous | | | | 102,084 |
| Total general revenues | | | | <u>20,477,176</u> |
| Change in net position | | | | (577,500) |
| Net position, beginning, as restated (see Note 14) | | | | (5,367,137) |
| Net position, ending | | | | <u>\$ (5,944,637)</u> |

The notes to the basic financial statements are an integral part of this statement.

EXHIBIT C-1
LITCHFIELD SCHOOL DISTRICT
Governmental Funds
Balance Sheet
June 30, 2018

| | General | Capital Projects | Other Governmental Funds | Total Governmental Funds |
|--|---------------------|---------------------|--------------------------------|--------------------------------|
| ASSETS | | | | |
| Cash and cash equivalents | \$ 1,581,485 | \$ - | \$ 53,813 | \$ 1,635,298 |
| Receivables: | | | | |
| Accounts | 5,057 | - | - | 5,057 |
| Intergovernmental | 336,218 | - | 118,372 | 454,590 |
| Interfund receivables | 132,539 | - | - | 132,539 |
| Total assets | <u>\$ 2,055,299</u> | <u>\$ -</u> | <u>\$ 172,185</u> | <u>\$ 2,227,484</u> |
| LIABILITIES | | | | |
| Accounts payable | \$ 42,405 | \$ - | \$ 13,823 | \$ 56,228 |
| Accrued salaries and benefits | 723,246 | - | - | 723,246 |
| Interfund payable | - | 91,235 | 41,304 | 132,539 |
| Total liabilities | <u>765,651</u> | <u>91,235</u> | <u>55,127</u> | <u>912,013</u> |
| DEFERRED INFLOWS OF RESOURCES | | | | |
| Unavailable revenue - grants and donations | - | - | 72,477 | 72,477 |
| FUND BALANCES (DEFICIT) | | | | |
| Restricted | - | - | 44,581 | 44,581 |
| Committed | 466,896 | - | - | 466,896 |
| Assigned | 196,402 | - | - | 196,402 |
| Unassigned (deficit) | 626,350 | (91,235) | - | 535,115 |
| Total fund balances (deficit) | <u>1,289,648</u> | <u>(91,235)</u> | <u>44,581</u> | <u>1,242,994</u> |
| Total liabilities, deferred inflows of resources, and fund balances | <u>\$ 2,055,299</u> | <u>\$ -</u> | <u>\$ 172,185</u> | <u>\$ 2,227,484</u> |

The notes to the basic financial statements are an integral part of this statement.

EXHIBIT C-2
LITCHFIELD SCHOOL DISTRICT
Reconciliation of the Balance Sheet - Governmental Funds to the Statement of Net Position
June 30, 2018

| | | |
|--|---------------------|------------------------------|
| Total fund balances of governmental funds (Exhibit C-1) | | \$ 1,242,994 |
| Amounts reported for governmental activities in the Statement of Net Position are different because: | | |
| Capital assets used in governmental activities are not current financial resources, therefore, are not reported in the governmental funds. | | |
| Cost | \$ 20,498,555 | |
| Less accumulated depreciation | <u>(11,143,064)</u> | 9,355,491 |
| Pension and other postemployment benefits (OPEB) related deferred outflows of resources and deferred inflows of resources are not due and payable in the current year, and therefore, are not reported in the governmental funds as follows: | | |
| Deferred outflows of resources related to pensions | \$ 3,029,347 | |
| Deferred inflows of resources related to pensions | (794,819) | |
| Deferred outflows of resources related to OPEB | 892,918 | |
| Deferred inflows of resources related to OPEB | <u>(11,304)</u> | 3,116,142 |
| Interfund receivables and payables between governmental funds are eliminated on the Statement of Net Position. | | |
| Receivables | \$ (132,539) | |
| Payables | <u>132,539</u> | - |
| Long-term liabilities are not due and payable in the current period, therefore, are not reported in the governmental funds. | | |
| Compensated absences | \$ 877,605 | |
| Other postemployment benefits | 3,796,725 | |
| Net pension liability | <u>14,984,934</u> | <u>(19,659,264)</u> |
| Net position of governmental activities (Exhibit A) | | <u><u>\$ (5,944,637)</u></u> |

The notes to the basic financial statements are an integral part of this statement.

EXHIBIT C-3
LITCHFIELD SCHOOL DISTRICT
Governmental Funds
Statement of Revenues, Expenditures, and Changes in Fund Balances
For the Fiscal Year Ended June 30, 2018

| | General | Capital Projects | Other Governmental Funds | Total Governmental Funds |
|--|---------------------|---------------------|--------------------------------|--------------------------------|
| REVENUES | | | | |
| School district assessment | \$13,003,269 | \$ - | \$ - | \$13,003,269 |
| Other local | 82,495 | 83,593 | 385,579 | 551,667 |
| State | 7,468,269 | - | 4,882 | 7,473,151 |
| Federal | 143,006 | - | 524,699 | 667,705 |
| Total revenues | <u>20,697,039</u> | <u>83,593</u> | <u>915,160</u> | <u>21,695,792</u> |
| EXPENDITURES | | | | |
| Current: | | | | |
| Instruction | 11,953,673 | 25,809 | 251,916 | 12,231,398 |
| Support services: | | | | |
| Student | 1,756,910 | - | 131,126 | 1,888,036 |
| Instructional staff | 670,589 | - | 52,816 | 723,405 |
| General administration | 108,503 | - | - | 108,503 |
| Executive administration | 464,314 | - | - | 464,314 |
| School administration | 1,295,890 | - | - | 1,295,890 |
| Business | 313,440 | - | - | 313,440 |
| Operation and maintenance of plant | 1,998,018 | - | - | 1,998,018 |
| Student transportation | 993,224 | - | 1,871 | 995,095 |
| Other | 689,088 | - | 9,047 | 698,135 |
| Noninstructional services | - | - | 506,406 | 506,406 |
| Facilities acquisition and construction | 44,008 | 166,577 | - | 210,585 |
| Total expenditures | <u>20,287,657</u> | <u>192,386</u> | <u>953,182</u> | <u>21,433,225</u> |
| Excess (deficiency) of revenues over (under) expenditures | <u>409,382</u> | <u>(108,793)</u> | <u>(38,022)</u> | <u>262,567</u> |
| OTHER FINANCING SOURCES (USES) | | | | |
| Transfers in | - | 17,558 | - | 17,558 |
| Transfers out | (17,558) | - | - | (17,558) |
| Total other financing sources (uses) | <u>(17,558)</u> | <u>17,558</u> | <u>-</u> | <u>-</u> |
| Net change in fund balances | 391,824 | (91,235) | (38,022) | 262,567 |
| Fund balances, beginning | 897,824 | - | 82,603 | 980,427 |
| Fund balances, ending | <u>\$ 1,289,648</u> | <u>\$ (91,235)</u> | <u>\$ 44,581</u> | <u>\$ 1,242,994</u> |

The notes to the basic financial statements are an integral part of this statement.

EXHIBIT C-4
LITCHFIELD SCHOOL DISTRICT
Reconciliation of the Statement of Revenues, Expenditures, and
Changes in Fund Balances - Governmental Funds to the Statement of Activities
For the Fiscal Year Ended June 30, 2018

| | | |
|---|------------------|----------------------------|
| Net change in fund balances of total governmental funds (Exhibit C-3) | | \$ 262,567 |
| Amounts reported for governmental activities in the Statement of Activities are different because: | | |
| Governmental funds report capital outlays as expenditures, while governmental activities report depreciation expense to allocate those expenditures over the life of the assets. Depreciation expense exceeded capital outlay expenditures in the current year, as follows: | | |
| Capitalized capital outlay | \$ 165,477 | |
| Depreciation expense | <u>(651,959)</u> | (486,482) |
| Transfers in and out between governmental funds are eliminated on the Statement of Activities. | | |
| Transfers in | \$ (17,558) | |
| Transfers out | <u>17,558</u> | - |
| Some expenses reported in the Statement of Activities do not require the use of current financial resources, therefore, are not reported as expenditures in governmental funds. | | |
| Increase in compensated absences payable | \$ (59,218) | |
| Net increase in deferred outflows and inflows of resources related to other postemployment benefits | (265,266) | |
| Net increase in net pension liability and deferred outflows and inflows of resources related to pensions | <u>(29,101)</u> | (353,585) |
| Change in net position of governmental activities (Exhibit B) | | <u><u>\$ (577,500)</u></u> |

The notes to the basic financial statements are an integral part of this statement.

EXHIBIT D
LITCHFIELD SCHOOL DISTRICT
Statement of Revenues, Expenditures, and Changes in Fund Balance
Budget and Actual (Non-GAAP Budgetary Basis)
General Fund
For the Fiscal Year Ended June 30, 2018

| | Budgeted Amounts | | Actual | Variance |
|--|---------------------|---------------------|-------------------|------------------------|
| | Original | Final | | Positive (Negative) |
| REVENUES | | | | |
| School district assessment | \$ 13,003,269 | \$ 13,003,269 | \$ 13,003,269 | \$ - |
| Other local | 92,810 | 92,810 | 81,415 | (11,395) |
| State | 7,417,345 | 7,417,345 | 7,468,269 | 50,924 |
| Federal | 100,000 | 100,000 | 143,006 | 43,006 |
| Total revenues | <u>20,613,424</u> | <u>20,613,424</u> | <u>20,695,959</u> | <u>82,535</u> |
| EXPENDITURES | | | | |
| Current: | | | | |
| Instruction | 12,166,344 | 12,045,661 | 12,025,876 | 19,785 |
| Support services: | | | | |
| Student | 1,756,958 | 1,799,503 | 1,756,910 | 42,593 |
| Instructional staff | 829,615 | 816,986 | 687,654 | 129,332 |
| General administration | 119,143 | 118,971 | 108,503 | 10,468 |
| Executive administration | 502,416 | 516,457 | 464,314 | 52,143 |
| School administration | 1,319,570 | 1,324,927 | 1,295,890 | 29,037 |
| Business | 335,194 | 337,219 | 313,440 | 23,779 |
| Operation and maintenance of plant | 2,236,069 | 2,173,358 | 2,004,620 | 168,738 |
| Student transportation | 1,007,670 | 1,034,959 | 993,224 | 41,735 |
| Other | 788,516 | 868,063 | 689,193 | 178,870 |
| Facilities acquisition and construction | 36,260 | 61,651 | 61,646 | 5 |
| Total expenditures | <u>21,097,755</u> | <u>21,097,755</u> | <u>20,401,270</u> | <u>696,485</u> |
| Excess (deficiency) of revenues over (under) expenditures | <u>(484,331)</u> | <u>(484,331)</u> | <u>294,689</u> | <u>779,020</u> |
| OTHER FINANCING USES | | | | |
| Transfers out | <u>(75,000)</u> | <u>(75,000)</u> | <u>(75,000)</u> | <u>-</u> |
| Net change in fund balance | <u>\$ (559,331)</u> | <u>\$ (559,331)</u> | <u>219,689</u> | <u>\$ 779,020</u> |
| Increase in committed fund balance | | | (77,670) | |
| Unassigned fund balance, beginning | | | 484,331 | |
| Unassigned fund balance, ending | | | <u>\$ 626,350</u> | |

The notes to the basic financial statements are an integral part of this statement.

EXHIBIT E
LITCHFIELD SCHOOL DISTRICT
Fiduciary Funds
Statement of Net Position
June 30, 2018

| | <u>Agency</u> |
|---------------------------|-------------------|
| ASSETS | |
| Cash and cash equivalents | <u>\$ 185,426</u> |
| LIABILITIES | |
| Due to student groups | <u>\$ 185,426</u> |

The notes to the basic financial statements are an integral part of this statement.

LITCHFIELD SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE FISCAL YEAR ENDED
JUNE 30, 2018

| | <u>NOTE</u> |
|---|-------------|
| Summary of Significant Accounting Policies | 1 |
| Reporting Entity | 1-A |
| Government-wide and Fund Financial Statements | 1-B |
| Measurement Focus, Basis of Accounting, and Financial Statement Presentation..... | 1-C |
| Cash and Cash Equivalents..... | 1-D |
| Receivables..... | 1-E |
| Capital Assets | 1-F |
| Interfund Activities..... | 1-G |
| Accounts Payable | 1-H |
| Deferred Outflows/Inflows of Resources | 1-I |
| Long-term Obligations | 1-J |
| Compensated Absences | 1-K |
| Defined Benefit Pension Plan | 1-L |
| Postemployment Benefits Other Than Pensions (OPEB) | 1-M |
| Net Position/Fund Balances..... | 1-N |
| Use of Estimates | 1-O |
| Stewardship, Compliance, and Accountability | 2 |
| Budgetary Information..... | 2-A |
| Budgetary Reconciliation to GAAP Basis | 2-B |
| Deficit Fund Balance | 2-C |
| Accounting Change/Restatement..... | 2-D |

DETAILED NOTES ON ALL FUNDS

| | |
|--|------|
| Cash and Cash Equivalents | 3 |
| Receivables..... | 4 |
| Capital Assets..... | 5 |
| Interfund Balances and Transfers | 6 |
| Deferred Outflows/Inflows of Resources..... | 7 |
| Long-term Liabilities | 8 |
| Defined Benefit Pension Plan | 9 |
| Postemployment Benefits Other Than Pensions (OPEB) | 10 |
| New Hampshire Retirement System (NHRS)..... | 10-A |
| Retiree Health Benefit Program..... | 10-B |
| Encumbrances | 11 |
| Governmental Activities Net Position..... | 12 |
| Governmental Fund Balances | 13 |
| Prior Period Adjustment | 14 |
| Risk Management..... | 15 |
| Contingent Liabilities..... | 16 |
| Subsequent Events..... | 17 |

LITCHFIELD SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE FISCAL YEAR ENDED
JUNE 30, 2018

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Litchfield School District, in Litchfield, New Hampshire (the School District), have been prepared in conformity with U.S. Generally Accepted Accounting Principles (GAAP) for governmental units as prescribed by the Governmental Accounting Standards Board (GASB) and other authoritative sources.

In 2018 the School District implemented GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*, which changed the way other postemployment benefit (OPEB) liabilities and related expenses are recorded. See Note 10 for further information on this pronouncement.

1-A Reporting Entity

The Litchfield School District is a municipal corporation governed by an elected 5-member School Board. In evaluating how to define the School District for financial reporting purposes, management has considered all potential component units. The decision to include a potential component unit in the reporting entity is made by applying the criteria set forth by the GASB. The School District has no component units to include in its reporting entity.

The following is a summary of the more significant accounting policies:

1-B Government-wide and Fund Financial Statements

Government-wide Financial Statements – The Statement of Net Position and the Statement of Activities report information on all of the nonfiduciary activities of the primary government. Generally, the effect of interfund activity has been eliminated from these statements. Governmental activities normally are supported through assessments and intergovernmental revenues.

The *Statement of Net Position* presents the financial position of the School District at year-end. This Statement includes all of the School District's non-fiduciary assets, deferred outflows of resources, liabilities, and deferred inflows of resources, with the difference reported as net position.

The *Statement of Activities* demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues include (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function and (2) grants and contributions that are restricted to meeting the operational requirements of a particular function. Assessments and other items not meeting the definition of program revenues are reported instead as general revenues. Resources that are dedicated internally are reported as general revenue rather than program revenue.

Fund Financial Statements - Separate financial statements are provided for governmental funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements. All remaining governmental funds are aggregated and reported as nonmajor governmental funds, and are presented in the other governmental column of the fund financial statements.

In the governmental fund financial statements, expenditures are reported by character: current, debt service or facilities acquisition and construction. Current expenditures are subclassified by function and are for items such as salaries, grants, supplies, and services. Debt service includes both interest and principal outlays related to bonds. Capital outlay includes expenditures for equipment, real property, or infrastructure.

Other Financing Sources (Uses) – These additions to and reductions from resources in governmental fund financial statements normally result from transfers from/to other funds. Transfers are reported when incurred as “transfers in” by the receiving fund and as “transfers out” by the disbursing fund.

1-C Measurement Focus, Basis of Accounting, and Financial Statement Presentation

Measurement Focus and Basis of Accounting – The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as are the fiduciary fund financial statements, except for agency funds which do not have a measurement focus. Revenues are recorded when earned and expenses are recorded when liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

LITCHFIELD SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE FISCAL YEAR ENDED
JUNE 30, 2018

Governmental fund financial statements are reported using the *current financial resources* measurement focus and the *modified accrual basis* of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the School District generally considers revenues to be available if they are collected within 60 days of the end of the current fiscal period, with the exception of reimbursement-based grants, which use a period of one year. District assessments, intergovernmental revenue, and other local sources associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other grant requirements have been met. All other revenue items are considered to be measurable and available only when cash is received by the government.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, are recorded only when payment is due.

Financial Statement Presentation – A fund is a separate accounting entity with a self-balancing set of accounts. Fund accounting is designed to report financial position and the results of operations, to demonstrate legal compliance, and to aid financial management by segregating transactions related to certain government functions or activities.

The School District reports the following major governmental funds:

General Fund – is the School District’s primary operating fund. The general fund accounts for all financial resources except those required to be accounted for in another fund. The primary revenue sources include district assessments, state and federal grants, and other local sources. The primary expenditures are for instruction, support services, debt service, and facilities acquisition and construction. Under GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, guidance the expendable trust funds are consolidated in the general fund.

Capital Projects Fund – the capital projects fund accounts for the activity pertaining to the construction/renovation of the Griffin Memorial School (GMS) vestibule and the expansion of kindergarten at GMS.

Fiduciary Fund Financial Statements – Fiduciary fund financial statements include a Statement of Net Position. These funds account for resources held by the School District for the benefit of other parties, and include the agency funds. Fiduciary funds are accounted for on a spending or “economic resources” measurement focus and the accrual basis of accounting.

Nonmajor Funds – The School District also reports two nonmajor governmental funds.

1-D Cash and Cash Equivalents

The School District considers all highly liquid investments with an original maturity of three months or less to be cash equivalents. Deposits with financial institutions consist primarily of demand deposits. A cash pool is maintained that is available for use by all funds. Each fund’s portion of this pool is reflected on the combined financial statements under the caption “cash and cash equivalents.”

New Hampshire statutes require that the School District treasurer have custody of all money belonging to the School District and pay out the same only upon orders of the School Board. The treasurer shall deposit all such monies in participation units in the public deposit investment pool established pursuant to NH RSA 383:22 or in solvent banks in the state. Funds may be deposited in banks outside the state if such banks pledge and deliver to a third party custodial bank or the Federal Reserve Bank, collateral security for such deposits, United States government or government agency obligations or obligations of the State of New Hampshire in value at least equal to the amount of the deposit in each case.

1-E Receivables

Receivables in the government-wide and governmental fund financial statements represent amounts due to the School District at June 30, recorded as revenue, which will be collected in the future and consist primarily of accounts and intergovernmental receivables.

LITCHFIELD SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE FISCAL YEAR ENDED
JUNE 30, 2018

1-F Capital Assets

Capital assets are defined by the School District as assets with an initial individual cost of \$10,000 or more and an estimated life in excess of one year. Capital assets include property, plant, and equipment, infrastructure assets (e.g. roads, sidewalks, drainage, and similar items) and are reported in governmental activities.

Purchased or constructed assets are recorded at actual cost or estimated historical cost. Donated capital assets received after June 15, 2015 are recorded at acquisition value and, donated capital assets received prior to June 15, 2015 are recorded at their estimated fair value at the date of donation.

The accounting and reporting treatment applied to capital assets associated with a fund are determined by the fund's measurement focus. General capital assets are assets of the School District as a whole. When purchased, such assets are recorded as expenditures in a governmental fund and capitalized as assets in the government-wide Statement of Net Position. When cost of general capital assets cannot be determined from available records, estimated historical cost is used.

Additions, improvements, and other capital outlay that significantly extend the useful life of an asset are capitalized. The costs of normal maintenance and repairs that do not add to the value of an asset or materially extend lives are not capitalized.

In the government-wide financial statements, the cost of property sold or retired, together with the related accumulated depreciation, is removed and any resulting gain or loss is included in income.

Capital assets of the School District are depreciated using the straight-line method over the following estimated useful lives:

| Capital Asset Class: | <u>Years</u> |
|-------------------------------------|--------------|
| Land improvements | 20 |
| Buildings and building improvements | 20 - 30 |
| Equipment | 5 - 15 |

1-G Interfund Activities

Interfund activities are reported as follows:

Interfund Receivables and Payables – Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as “due to/from other funds” (i.e. the current portion of interfund loans). All other outstanding balances between funds are reported as “due to/from other funds.” Interfund receivables and payables between funds are eliminated in the Statement of Net Position.

Interfund Transfers – Interfund transfers represent flows of assets without equivalent flows of assets in return and without a requirement for repayment. In governmental funds, transfers are reported as other financing uses in the funds making the transfers and other financing sources in the funds receiving the transfers. In the government-wide financial statements, all interfund transfers between individual governmental funds have been eliminated.

1-H Accounts Payable

Accounts payable represent the gross amount of expenditures or expenses incurred as a result of normal operations, but for which no actual payment has yet been issued to vendors/providers as of June 30, 2018.

1-I Deferred Outflows/Inflows of Resources

Deferred outflows of resources, a separate financial statement element, represents a consumption of net position or fund balance that applies to a future period(s) and thus will not be recognized as an outflow of resources (expenses) until then.

Deferred inflows of resources, a separate financial statement element, represents an acquisition of net position or fund balance that applies to a future period(s) which will not be recognized as an inflow of resources (revenue) until that time. Although certain revenues are measurable, they are not available. Available means collected within the current year or expected to be collected soon enough thereafter to be used to pay liabilities of the current year.

LITCHFIELD SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE FISCAL YEAR ENDED
JUNE 30, 2018

1-J Long-term Obligations

In the government-wide financial statements, other long-term obligations are reported as liabilities in the governmental activities Statement of Net Position.

1-K Compensated Absences

The School District's policy allows certain employees to earn varying amounts of vacation and sick pay based on the employee's length of employment. Upon retirement or termination of employment, employees are paid in full for any accrued leave earned as set forth by personnel policy.

An expense and a liability for vacation, sick pay, and salary-related payments are accrued as the leave is earned in the government-wide financial statements. The compensated absences liability is liquidated using funds to which the liability accrued as the accumulated leave is used.

1-L Defined Benefit Pension Plan

GASB Statement No. 68, *Accounting and Financial Reporting for Pensions – an amendment of GASB Statement No. 27*, and as amended by GASB Statement No. 71, *Pension Transition for Contributions Made Subsequent to the Measurement Date* requires participating employers to recognize their proportionate share of collective net pension liability, deferred outflows of resources, deferred inflows of resources, and pension expense, and schedules have been prepared to provide employers with their calculated proportionate share of these amounts. The collective amounts have been allocated based on employer contributions during the respective fiscal years. Contributions from employers are recognized when legally due, based on statutory requirements.

The schedules prepared by New Hampshire Retirement System, and audited by the plan's independent auditors, require management to make a number of estimates and assumptions related to the reported amounts. Due to the inherent nature and uncertainty of these estimates, actual results could differ, and the differences may be material.

1-M Postemployment Benefits Other Than Pensions (OPEB)

The School District maintains two separate other postemployment benefit plans, as follows:

New Hampshire Retirement System Plan – For the purposes of measuring the total other postemployment benefit (OPEB) liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the New Hampshire Retirement System OPEB Plan (the plan) and additions to/deductions from the plan's fiduciary net position has been determined on the same basis as they are reported by the New Hampshire Retirement System. For this purpose, the plan recognizes benefit payments when due and payable in accordance with the benefit terms. Investments are reported at fair value, except money market investments and participating interest earning investment contracts that have a maturity at the time of purchase of one year or less, which are reported at cost.

Single Employer Plan – For purposes of measuring the total OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information has been determined based on the School District's actuarial report. For this purpose, benefit payments are recognized when and payable in accordance with benefit terms.

1-N Net Position/Fund Balances

Government-wide statements – Equity is classified as net position and displayed in three components:

Net Investment in Capital Assets – Consists of capital assets, net of accumulated depreciation/amortization, reduced by the outstanding balances of bonds, or other debt attributable to the acquisition, construction, or improvement of those assets.

Restricted Net Position – Results when constraints placed on net position use are either externally imposed by a third party (statutory, bond covenant, or granting agency) or are imposed by law through constitutional provisions or enabling legislation. The School District typically uses restricted assets first, as appropriate opportunities arise, but reserves the right to selectively defer the use until a future period.

LITCHFIELD SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE FISCAL YEAR ENDED
JUNE 30, 2018

Unrestricted Net Position – Consists of net position not meeting the definition of the preceding categories. Unrestricted net position is often subject to constraints imposed by management with can be removed or modified.

Fund Balance Classifications – GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, provides more clearly defined fund balance categories to make sure the nature and extend of the constraints placed on a government’s fund balances more transparent. The following classifications describe the relative strength of the spending constraints:

Nonspendable – Amounts that cannot be spent because they are either (a) not in spendable form; or (b) are legally or contractually required to be maintained intact.

Restricted – Amounts for which constraints have been placed on the use of the resources either (a) externally imposed by creditors (such as through a debt covenant), grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

Committed – Amounts that can be used only for specific purposes pursuant to constraints imposed by formal action of the legislative body (School District Meeting). These amounts cannot be used for any other purpose unless the legislative body removes or changes the specified use by taking the same type of action that was employed when the funds were initially committed. This classification also includes contractual obligations to the extent that existing resources have been specifically committed for use in satisfying those contractual requirements.

Assigned – Amounts that are constrained by the School District’s intent to be used for a specific purpose but are neither restricted nor committed. This intent can be expressed by the School Board or through the Board delegating this responsibility to the Superintendent or Business Administrator through the budgetary process.

Unassigned – The portion of fund balance that has not been restricted, committed, or assigned for a specific purpose.

When multiple net position/fund balance classifications are available for use, it is the government’s policy to utilize the most restricted balances first, then the next most restricted balance as needed. When components of unrestricted fund balance are used, committed fund balance is depleted first followed by assigned fund balance. Unassigned fund balance is applied last.

1-O Use of Estimates

The financial statements and related disclosures are prepared in conformity with accounting principles generally accepted in the United States. Management is required to make estimates and assumptions that affect the reported amounts of assets, deferred outflows of resources, liabilities, and deferred inflows of resources, the disclosure of contingent assets and liabilities at the date of the financial statements, and revenues and expenses during the period reported. These estimates include assessing the collectability of accounts receivable and the useful lives of capital assets, among others. Estimates and assumptions are reviewed periodically and the effects of revisions are reflected in the financial statements in the period they are determined to be necessary. Actual results could differ from estimates.

NOTE 2 – STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

2-A Budgetary Information

General governmental revenues and expenditures accounted for in budgetary funds are controlled by a formal integrated budgetary accounting system in accordance with various legal requirements which govern the School District’s operations. At its annual meeting, the School District adopts a budget for the current year for the general fund, as well as the nonmajor grants and food service funds. Except as reconciled below, the budget was adopted on a basis consistent with United States generally accepted accounting principles.

Management may transfer appropriations between operating categories as deemed necessary, but expenditures may not legally exceed budgeted appropriations in total. All annual appropriations lapse at year-end unless encumbered.

Encumbrance accounting, under which purchase orders, contracts, and continuing appropriations (certain projects and specific items not fully expended at year-end) are recognized, is employed in the governmental funds. Encumbrances are not the equivalent of expenditures, and are therefore, reported as part of the assigned fund balance at year-end, and are carried forward to supplement appropriations of the subsequent year.

LITCHFIELD SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE FISCAL YEAR ENDED
JUNE 30, 2018

State statutes require balanced budgets but provide for the use of beginning unassigned fund balance to achieve that end. In the fiscal year 2018, \$484,331 of the beginning general fund unassigned fund balance was applied for this purpose. An additional \$75,000 was voted from fund balance to transfer to the School Districts capital reserve funds.

2-B Budgetary Reconciliation to GAAP Basis

The School District employs certain accounting principles for budgetary reporting purposes that differ from a GAAP basis. The Statement of Revenues, Expenditures, and Changes in Fund Balance – Budgetary Basis presents the actual results to provide a comparison with the budget. The major difference between the budgetary basis and GAAP basis is as follows:

Encumbrances outstanding at year-end do not represent GAAP expenditures or liabilities, but represent budgetary accounting controls. Governmental fund budgets are maintained on the modified accrual basis of accounting except that budgetary basis expenditures include purchase orders and commitments (encumbrances) for goods or services not received at year-end. Encumbrances are recorded to reserve a portion of fund balance in the governmental fund types for commitments for which no liability exists.

The following reconciles the general fund budgetary basis to the GAAP basis:

| | |
|---|----------------------|
| Revenues: | |
| Per Exhibit D (budgetary basis) | \$ 20,695,959 |
| Adjustments: | |
| Basis difference: | |
| GASB Statement No. 54: | |
| Interest earnings related to the blended expendable trust funds | 1,080 |
| Per Exhibit C-3 (GAAP Basis) | <u>\$ 20,697,039</u> |
| Expenditures and other financing uses: | |
| Per Exhibit D (budgetary basis) | \$ 20,476,270 |
| Adjustments: | |
| Basis difference: | |
| Encumbrances, beginning | 82,789 |
| Encumbrances, ending | (196,402) |
| GASB Statement No. 54: | |
| To remove transfer from the general fund to the expendable trust funds | (75,000) |
| To record transfer from the blended expendable trust funds to other funds | 17,558 |
| Per Exhibit C-3 (GAAP basis) | <u>\$ 20,305,215</u> |

2-C Deficit Fund Balance

The capital projects fund had a fund balance deficit of \$91,235 at June 30, 2018. This deficit is a result of expenditures made in advance of appropriations. The School District plans to appropriate funds in fiscal year 2019 and receive state funding to cover this deficit in 2018-19.

2-D Accounting Change/Restatement

Governmental Accounting Standards Board Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions (OPEB)*, was implemented during fiscal year 2018. The revised requirements establish new financial reporting requirements for state and local governments which provide their employees with OPEB benefits, including additional note disclosure and required supplementary information. In addition, GASB Statement No. 75 requires a state or local government employer to use the entry age normal actuarial cost method and requires deferred outflows of resources and deferred inflows of resources which arise from other types of events related to OPEB to be recognized.

LITCHFIELD SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE FISCAL YEAR ENDED
JUNE 30, 2018

Beginning net position for governmental activities was restated to retroactively report the change in valuation of the beginning total OPEB liability, deferred inflows and outflows of resources as follows:

| | Local OPEB | State OPEB | Total OPEB |
|--|----------------|----------------|----------------|
| Change in total OPEB liability under current standards, July 1 | \$ (1,041,825) | \$ (1,871,299) | \$ (2,913,124) |
| Initial balance of deferred outflows of resources | 927,042 | 226,751 | 1,153,793 |
| Cumulative restatement related to GASB No. 75 implementation (see Note 14) | \$ (114,783) | \$ (1,644,548) | \$ (1,759,331) |

DETAILED NOTES ON ALL FUNDS

NOTE 3 – CASH AND CASH EQUIVALENTS

The School District's deposits are entirely covered by federal depository insurance (FDIC) or by collateral held by the School District's agent in the School District's name. The FDIC currently insures the first \$250,000 of the School District's deposits at each financial institution, per case custodian. Deposit balances over \$250,000 are insured by collateral. As of year-end, the carrying amount of the School District's deposits was \$1,820,724 and the bank balances totaled \$2,098,138.

Cash and cash equivalents reconciliation:

| | |
|--|---------------------|
| Cash per Statement of Net Position (Exhibit A) | \$ 1,635,298 |
| Cash per Statement of Net Position - Fiduciary Funds (Exhibit E) | 185,426 |
| Total cash and cash equivalents | <u>\$ 1,820,724</u> |

NOTE 4 – RECEIVABLES

Receivables at June 30, 2018, consisted of accounts and intergovernmental amounts arising from grants, school lunch program, restricted grants, and expendable trust funds held by the Town of Litchfield Trustees of Trust Funds for the School District. Receivables are recorded on the School District's financial statements to the extent that the amounts are determined to be material and substantiated not only by supporting documentation, but also by a reasonable, systematic method of determining their existence, completeness, valuation, and collectability.

NOTE 5 – CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2018 consisted of the following:

| | Balance, beginning | Additions | Balance, ending |
|--|-----------------------|---------------------|---------------------|
| At cost: | | | |
| Not being depreciated: | | | |
| Land | \$ 460,792 | \$ - | \$ 460,792 |
| Construction in progress | - | 165,477 | 165,477 |
| Total capital assets not being depreciated | <u>460,792</u> | <u>165,477</u> | <u>626,269</u> |
| Being depreciated: | | | |
| Land improvements | 45,000 | - | 45,000 |
| Buildings and building improvements | 19,333,952 | - | 19,333,952 |
| Equipment | 493,334 | - | 493,334 |
| Total capital assets being depreciated | <u>19,872,286</u> | <u>-</u> | <u>19,872,286</u> |
| Total capital assets | <u>20,333,078</u> | <u>165,477</u> | <u>20,498,555</u> |
| Less accumulated depreciation: | | | |
| Land improvements | (4,125) | (2,250) | (6,375) |
| Buildings and building improvements | (10,217,536) | (616,593) | (10,834,129) |
| Equipment | (269,444) | (33,116) | (302,560) |
| Total accumulated depreciation | <u>(10,491,105)</u> | <u>(651,959)</u> | <u>(11,143,064)</u> |
| Net book value, capital assets being depreciated | 9,381,181 | (651,959) | 8,729,222 |
| Net book value, all capital assets | <u>\$ 9,841,973</u> | <u>\$ (486,482)</u> | <u>\$ 9,355,491</u> |

LITCHFIELD SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE FISCAL YEAR ENDED
JUNE 30, 2018

Depreciation expense was charged to functions of the School District based on their usage of the related assets. The amounts allocated to each function are as follows:

| | |
|------------------------------------|------------|
| Instruction | \$ 554,571 |
| Support services: | |
| Operation and maintenance of plant | 75,459 |
| Other | 21,929 |
| Total depreciation expense | \$ 651,959 |

NOTE 6 – INTERFUND BALANCES AND TRANSFERS

Interfund receivable and payable balances consisting of overdrafts in pooled cash and budgetary transfers at June 30, 2018 are as follows:

| Receivable Fund | Payable Fund | Amount |
|-----------------|------------------|------------|
| General | Capital projects | \$ 91,235 |
| | Nonmajor | 41,304 |
| | | \$ 132,539 |

Interfund transfers during the year ended June 30, 2018 are as follows:

| | |
|----------------|---------------|
| | Transfers In: |
| | Capital |
| | Projects |
| Transfers out: | |
| General fund | \$ 17,558 |

Transfers are used to: (1) move revenues from the fund that is required to collect them to the fund that is required or allowed to expend them; and (2) use unrestricted revenue collected in the general fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

NOTE 7 – DEFERRED OUTFLOWS/INFLOWS OF RESOURCES

Deferred outflows and inflows of resources of \$3,922,265 and \$806,123, respectively, in the government-wide activities at June 30, 2018 consist of deferred amounts related to pensions and OPEB, see Notes 9 and 10 for further information on deferred amounts.

Deferred inflows of resources of \$72,477 reported in the governmental funds for unavailable revenues are for grants and donations received in advance of eligible expenditures being made.

NOTE 8 – LONG-TERM LIABILITIES

Changes in the School District's long-term liabilities consisted of the following for the year ended June 30, 2018:

| | Balance July 1, 2017 (as restated) | Additions | Reductions | Balance June 30, 2018 | Due Within One Year |
|-----------------------------------|--|------------|----------------|--------------------------|------------------------|
| Compensated absences | \$ 818,387 | \$ 59,218 | \$ - | \$ 877,605 | \$ 18,913 |
| Net other postemployment benefits | 3,803,638 | 115,135 | (122,048) | 3,796,725 | - |
| Pension related liability | 16,433,964 | - | (1,449,030) | 14,984,934 | - |
| Total long-term liabilities | \$21,055,989 | \$ 174,353 | \$ (1,571,078) | \$ 19,659,264 | \$ 18,913 |

NOTE 9 – DEFINED BENEFIT PENSION PLAN

Plan Description – The New Hampshire Retirement System (NHRS or the System) is a public employee retirement system that administers one cost-sharing multiple-employer defined benefit pension plan (Pension Plan), a component unit of the State of New Hampshire, as defined in Governmental Accounting Standards Board (GASB) Statement No. 67, *Financial Reporting for Pension Plans* – an amendment of GASB Statement No. 25. The Pension Plan was established in 1967 by RSA 100-A:2 and is qualified

LITCHFIELD SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE FISCAL YEAR ENDED
JUNE 30, 2018

as a tax-exempt organization under Sections 401(a) and 501(a) of the Internal Revenue Code. The Pension Plan is a contributory, defined benefit plan providing service, disability, death and vested retirement benefits to members and their beneficiaries. Substantially all full-time state employees, public school teachers and administrators, permanent firefighters and permanent police officers within the State are eligible and required to participate in the Pension Plan. The System issues a publicly available financial report that may be obtained by writing the New Hampshire Retirement System, 54 Regional Drive, Concord, NH 03301.

Benefits Provided – The Pension Plan is divided into two membership groups. State and local employees and teachers belong to Group I. Police and firefighters belong to Group II. All assets are held in a single trust and available to pay retirement benefits to all members.

Group I members at age 60 or 65 (for members who commence service after July 1, 2011) qualify for a normal service retirement allowance based on years of creditable service and average final salary for the highest of either three or five years, depending on when their service commenced. The yearly pension amount is 1/60 or 1.667% of average final compensation (AFC) multiplied by years of creditable service. At age 65, the yearly pension amount is recalculated at 1/66 or 1.515% of AFC multiplied by years of creditable service.

Group II members who are age 60, or members who are at least age 45 with at least 20 years of creditable service, can receive a retirement allowance at a rate of 2.5% of AFC for each year of creditable service, not to exceed 40 years. Members commencing service on or after July 1, 2011 or members who have nonvested status as of January 1, 2012 can receive a retirement allowance at age 52.5 with 25 years of service or age 60. The benefit shall be equal to 2% of AFC times creditable service up to 42.5 years. However, a member who commenced service on or after July 1, 2011 shall not receive a retirement allowance until attaining the age of 52.5, but may receive a reduced allowance after age 50 if the member has at least 25 years of creditable service where the allowance shall be reduced, for each month by which the member attains 52.5 years of age by 1/4 of 1% or age 60.

Members of both groups may qualify for vested deferred allowances, disability allowances and death benefit allowances, subject to meeting various eligibility requirements. Benefits are based on AFC or earnable compensation and/or service.

Contributions – The System is financed by contributions from both the employees and the School District. Member contribution rates are established and may be amended by the State legislature while employer contribution rates are set by the System trustees based on an actuarial valuation. All employees are required to contribute 7% of earnable compensation. For fiscal year 2018, the School District contributed 15.70% for teachers and 11.08% for other employees. The contribution requirement for the fiscal year 2018 was \$1,414,930, which was paid in full.

Pension Liabilities, Pension Expense, Deferred Outflows of Resources, and Deferred Inflows of Resources Related to Pensions – At June 30, 2018, the School District reported a liability of \$14,984,934 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2017, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The School District’s proportion of the net pension liability was based on a projection of the School District’s long-term share of contributions to the pension plan relative to the projected contributions of all participating towns and school districts, actuarially determined. At June 30, 2017, the School District’s proportion was 0.30% which was a decrease of 0.0044% from its proportion measured as of June 30, 2016.

For the year ended June 30, 2018, the School District recognized pension expense of \$1,444,031. At June 30, 2018, the School District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

| | Deferred Outflows of Resources | Deferred Inflows of Resources |
|---|--------------------------------------|-------------------------------------|
| Changes in proportion | \$ 75,755 | \$ 413,263 |
| Net difference between projected and actual investment earnings on pension plan investments | - | 190,841 |
| Changes in assumptions | 1,504,685 | - |
| Differences between expected and actual experience | 33,977 | 190,715 |
| Contributions subsequent to the measurement date | 1,414,930 | - |
| Total | <u>\$3,029,347</u> | <u>\$ 794,819</u> |

LITCHFIELD SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE FISCAL YEAR ENDED
JUNE 30, 2018

The \$1,414,930 reported as deferred outflows of resources related to pensions results from the School District contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2019. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

| Fiscal Year Ending | |
|--------------------|-------------------|
| June 30, | |
| | <u> </u> |
| 2018 | \$ 130,318 |
| 2019 | 523,812 |
| 2020 | 446,737 |
| 2021 | (281,269) |
| Thereafter | - |
| Totals | <u>\$ 819,598</u> |

Actuarial Assumptions – The collective total pension liability was determined by an actuarial performed as of June 30, 2016, rolled forward to June 30, 2017, using the following assumptions:

| | |
|----------------------------|---|
| Inflation: | 2.5% |
| Salary increases: | 5.6% average, including inflation |
| Investment rate of return: | 7.25% net of pension plan investment expense, including inflation |

Mortality rates were based on the RP-2014 employee generational mortality tables for males and females, adjusted for mortality improvements using Scale MP-2015, based on last experience study.

The actuarial assumptions used in the June 30, 2016 valuation were based on the results of the most recent actuarial experience study, which was for the period July 1, 2010 – June 30, 2015.

Long-term Rates of Return – The long-term expected rate of return on pension plan investment was selected from a best estimate range determined using the building block approach. Under this method, an expected future real return range is calculated separately for each asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rate of return net of investment expenses by the target asset allocation percentage and by adding expected inflation. Following is a table presenting target allocations and long-term rates of return for 2017:

| Asset Class | Target Allocation | Weighted average long-term expected real rate of return |
|----------------------------------|----------------------|--|
| | | <u>2017</u> |
| Large Cap Equities | 22.50% | 4.25% |
| Small/Mid Cap Equities | 7.50% | 4.50% |
| Total domestic equities | <u>30.00%</u> | |
| Int'l Equities (unhedged) | 13.00% | 4.50% |
| Emerging Int'l Equities | 7.00% | 6.25% |
| Total international equity | <u>20.00%</u> | |
| Core Bonds | 5.00% | 0.75% |
| Short Duration | 2.00% | (0.25%) |
| Global Multi-Sector Fixed Income | 11.00% | 2.11% |
| Absolute Return Fixed Income | 7.00% | 1.26% |
| Total fixed income | <u>25.00%</u> | |
| Private equity | 5.00% | 6.25% |
| Private debt | 5.00% | 4.75% |
| Opportunistic | 5.00% | 2.84% |
| Total alternative investments | <u>15.00%</u> | |
| Real estate | 10.00% | 3.25% |
| Total | <u>100.00%</u> | |

LITCHFIELD SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE FISCAL YEAR ENDED
JUNE 30, 2018

Discount Rate – The discount rate used to measure the collective total pension liability was 7.25%. The projection of cash flows used to determine the discount rate assumed that plan member contributions will be made at the current contribution rate and that employer contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. For purposes of the projection, member contributions and employer service cost contributions are projected based on the expected payroll of current members only. Employer contributions are determined based on the Pension Plan’s actuarial funding policy as required by RSA 100-A:16. Based on those assumptions, the Pension Plan’s fiduciary net position was projected to be available to make all projected future benefit payments to current plan members. Therefore, the long-term expected rate of return on Pension Plan investment was applied to all periods of projected benefit payments to determine the collective total pension liability.

Sensitivity of the School District’s Proportionate Share of the Net Pension Liability to Changes in the Discount Rate – The following table presents the School District’s proportionate share of the net pension liability calculated using the discount rate of 7.25% as well as what the School District’s proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower (6.25%) or 1-percentage point higher (8.25%) than the current rate:

| Actuarial Valuation Date | 1% Decrease 6.25% | Current Single Rate Assumption 7.25% | 1% Increase 8.25% |
|--------------------------------|----------------------|--|----------------------|
| June 30, 2017 | <u>\$19,741,898</u> | <u>\$ 14,984,934</u> | <u>\$11,086,790</u> |

Pension Plan Fiduciary Net Position – Detailed information about the pension plan’s fiduciary net position is available in the separately issued New Hampshire Retirement System Cost-Sharing Multiple Employer Defined Benefit Pension Plan financial report.

NOTE 10 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB)

10-A New Hampshire Retirement System (NHRS)

Plan Description – The New Hampshire Retirement System (NHRS or the System) administers a cost-sharing multiple-employer other postemployment benefit plan medical subsidy healthcare plan (OPEB Plan). For additional system information, please refer to the 2017 Comprehensive Annual Financial Report, which can be found on the system’s website at www.nhrs.org.

Benefits Provided – Benefit amounts and eligibility requirements for the OPEB Plan are set by State law (RSA 100-A:52, RSA 100-A:52-a and RSA 100-A:52-b), and members are designated in statute by type. The four membership types are Group II, Police Officers and Firefighters; Group I, Teachers; Group I, Political Subdivision Employees; and Group I, State Employees. The OPEB Plan provides a medical insurance subsidy to qualified retired members. The medical insurance subsidy is a payment made by NHRS to the former employer or its insurance administrator toward the cost of health insurance for a qualified retiree, his/her qualified spouse, and his/her certified dependent children with a disability who are living in the household and being cared for by the retiree. If the health insurance premium amount is less than the medical subsidy amount, then only the health insurance premium amount will be paid. If the health insurance premium amount exceeds the medical subsidy amount, then the retiree or other qualified person is responsible for paying any portion that the employer does not pay.

Group I benefits are based on creditable service, age and retirement date. Group II benefits are based on hire date, age and creditable service. The OPEB plan is closed to new entrants.

Maximum medical subsidy rates paid during fiscal years 2017 and 2016 were as follows:

For qualified retirees not eligible for Medicare, the amounts were \$375.56 for a single-person plan and \$751.12 for a two-person plan.

For those qualified retirees eligible for Medicare, the amounts were \$236.84 for a single-person plan and \$473.68 for a two-person plan.

LITCHFIELD SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE FISCAL YEAR ENDED
JUNE 30, 2018

Contributions – The OPEB Plan is funded by allocating to the 401(h) subtrust the lesser of: 25% of all employer contributions made in accordance with RSA 100-A:16 or the percentage of employer contributions determined by the actuary to be the minimum rate necessary to maintain the benefits provided under RSA 100-A:53-b, RSA 100-A:53-c, and RSA 100-A:53-d. For fiscal year 2017, the minimum rates determined by the actuary to maintain benefits were the lesser of the two options and were used to determine the employer contributions due to the 401(h) subtrust. The State Legislature has the authority to establish, amend and discontinue the contribution requirements of the OPEB Plan. Administrative costs are allocated to the OPEB Plan based on fund balances. For fiscal year 2018, the School District contributed 1.66% for teachers and 0.30% for other employees. The contribution requirement for the fiscal year 2018 was \$136,579, which was paid in full.

OPEB Liabilities, OPEB Expense, Deferred Outflows of Resources, and Deferred Inflows of Resources Related to OPEB – At June 30, 2018, the School District reported a liability of \$1,749,251 for its proportionate share of the net OPEB liability. The net OPEB liability was measured as of June 30, 2017, and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation as of that date. The School District’s proportion of the net OPEB liability was based on a projection of the School District’s long-term share of contributions to the OPEB plan relative to the projected contributions of all participating towns and school districts, actuarially determined. At June 30, 2017, the School District’s proportion was 0.38% which was a decrease of 0.0040% from its proportion measured as of June 30, 2016.

For the year ended June 30, 2018, the School District recognized OPEB expense of \$116,007. At June 30, 2018, the School District reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

| | Deferred Outflows of Resources | Deferred Inflows of Resources |
|--|--------------------------------------|-------------------------------------|
| Changes in proportion | \$ - | \$ 5,784 |
| Net difference between projected and actual investment earnings on OPEB plan investments | - | 5,520 |
| Contributions subsequent to the measurement date | 136,579 | - |
| Total | \$ 136,579 | \$ 11,304 |

The \$136,579 reported as deferred outflows of resources related to OPEB results from the School District contributions subsequent to the measurement date will be recognized as a reduction of the net OPEB liability in the year ended June 30, 2019. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

| Fiscal Year Ending | |
|--------------------|-------------|
| June 30, | |
| 2018 | \$ (7,164) |
| 2019 | (1,380) |
| 2020 | (1,380) |
| 2021 | (1,380) |
| Thereafter | - |
| Totals | \$ (11,304) |

Actuarial Assumptions – The total OPEB liability in this report is based on an actuarial valuation performed as of June 30, 2016 and a measurement date of June 30, 2017. The total OPEB liability was determined using the following actuarial assumptions applied to all periods included in the measurement, unless otherwise specified:

| | |
|----------------------------|---|
| Price inflation: | 2.5 % per year |
| Wage inflation: | 3.25 % per year |
| Salary increases: | 5.6 % average, including inflation |
| Investment rate of return: | 7.25 % net of OPEB plan investment expense, including inflation |
| Health care trend rate: | Not applicable, given that the benefits are fixed stipends |

Mortality rates were based on the RP-2014 healthy annuitant and employee generational mortality tables for males and females with credibility adjustments, adjusted for fully generational mortality improvements using Scale MP-2015, based on last experience study.

LITCHFIELD SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE FISCAL YEAR ENDED
JUNE 30, 2018

The actuarial assumptions used in the June 30, 2016 valuation were based on the results of the most recent actuarial experience study, which was for the period July 1, 2010 – June 30, 2015.

Long-term Rates of Return – The long-term expected rate of return on OPEB plan investment was selected from a best estimate range determined using the building block approach. Under this method, an expected future real return range is calculated separately for each asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rate of return net of investment expenses by the target asset allocation percentage and by adding expected inflation. Following is a table presenting target allocations and long-term rates of return for 2017:

| Asset Class | Target Allocation | Weighted average long-term expected real rate of return <u>2017</u> |
|----------------------------------|-------------------|--|
| Large Cap Equities | 22.50% | 4.25% |
| Small/Mid Cap Equities | 7.50% | 4.50% |
| Total domestic equities | <u>30.00%</u> | |
| Int'l Equities (unhedged) | 13.00% | 4.50% |
| Emerging Int'l Equities | 7.00% | 6.25% |
| Total international equity | <u>20.00%</u> | |
| Core Bonds | 5.00% | 0.75% |
| Short Duration | 2.00% | (0.25%) |
| Global Multi-Sector Fixed Income | 11.00% | 2.11% |
| Absolute Return Fixed Income | 7.00% | 1.26% |
| Total fixed income | <u>25.00%</u> | |
| Private equity | 5.00% | 6.25% |
| Private debt | 5.00% | 4.75% |
| Opportunistic | 5.00% | 2.84% |
| Total alternative investments | <u>15.00%</u> | |
| Real estate | 10.00% | 3.25% |
| Total | <u>100.00%</u> | |

Discount Rate – The discount rate used to measure the total OPEB liability as of June 30, 2017 was 7.25%. The projection of cash flows used to determine the discount rate assumed that employer contributions will be made under the current statute RSA 100-A:16 and that plan member contributions will be made under RSA 100-A:16. Based on those assumptions, the OPEB Plan's fiduciary net position was projected to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on OPEB Plan investments was applied to all periods of projected benefit payments to determine the collective total OPEB liability.

Sensitivity of the School District's Proportionate Share of the OPEB Liability to Changes in the Discount Rate – The following table presents the School District's proportionate share of the OPEB liability calculated using the discount rate of 7.25% as well as what the School District's proportionate share of the OPEB liability would be if it were calculated using a discount rate that is 1-percentage point lower (6.25%) or 1-percentage point higher (8.25%) than the current rate:

| Actuarial Valuation Date | 1% Decrease 6.25% | Current Single Rate Assumption 7.25% | 1% Increase 8.25% |
|--------------------------|----------------------|---|----------------------|
| June 30, 2017 | \$ 1,903,705 | \$ 1,749,251 | \$ 1,615,428 |

Sensitivity of the School District's Proportionate Share of the OPEB Liability to Changes in the Healthcare Cost Trend Rate – GASB No. 75 requires the sensitivity of the Net OPEB liability to the healthcare cost trend assumption. Since the medical subsidy benefits are a fixed stipend, there is no sensitivity to the change in the healthcare cost trend assumption.

OPEB Plan Fiduciary Net Position – Detailed information about the OPEB plan's fiduciary net position is available in the separately issued New Hampshire Retirement System Cost-Sharing Multiple Employer Defined Benefit OPEB Plan financial report.

LITCHFIELD SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE FISCAL YEAR ENDED
JUNE 30, 2018

10-B Retiree Health Benefit Program

Plan Description – GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*, requires governments to account for other postemployment benefits (OPEB) on an accrual basis, rather than on a pay-as-you-go basis. The effect is the recognition of an actuarially determined expense on the Statement of Activities when a future retiree earns their postemployment benefits, rather than when they use their post-employment benefit. The post-employment benefit liability is recognized on the Statement of Net Position over time.

Benefits Provided – The School District provides postemployment healthcare benefits for certain eligible retirees. The School District provides medical benefits to its eligible retirees. The benefits are provided through the New Hampshire School Care.

Employees Covered by Benefit Terms – At July 1, 2016 the following employees were covered by the benefit terms:

| | |
|--|-----|
| Inactive employees or beneficiaries currently receiving benefit payments | 2 |
| Active employees | 122 |
| Total participants covered by OPEB plan | 124 |

Total OPEB Liability – The School District’s total OPEB liability of \$2,047,474 was measured as of July 1, 2017 and was determined by an actuarial valuation of that date.

Actuarial Assumptions and Other Inputs – The total OPEB liability of \$2,047,474 in the July 1, 2017 actuarial valuation was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

| | |
|--------------------------------|-------|
| Discount Rate: | 3.58% |
| Healthcare Cost Trend Rates: | |
| Current Year Trend | 3.05% |
| Second Year Trend | 0.00% |
| Decrement | 0.50% |
| Ultimate Trend | 5.00% |
| Year Ultimate Trend is Reached | 2028 |
| Salary Increases: | 2.00% |

The discount rate was based on the index provided by *Bond Buyer 20-Bond General Obligation Index* based on the 20-year AA municipal bond rate as of July 1, 2016.

Mortality rates were based on the RP-2000 Combined Health Participant Table Projected 10 years using Projection Scale AA.

Changes in the Total OPEB Liability

| | |
|--|---------------|
| | June 30, 2018 |
| Total OPEB liability beginning of year, as restated | \$ 1,932,339 |
| Changes for the year: | |
| Service cost | 115,689 |
| Interest | 68,450 |
| Assumption changes and difference between actual and expected experience | (28,322) |
| Benefit payments | (40,682) |
| Total OPEB liability end of year | \$ 2,047,474 |

LITCHFIELD SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE FISCAL YEAR ENDED
JUNE 30, 2018

Sensitivity of the School District's OPEB Liability to Changes in the Discount Rate – The July 1, 2017 actuarial valuation was prepared using a discount rate of 3.58%. If the discount rate were 1% higher than what was used the OPEB liability would decrease to \$1,883,545 or by 8.01%. If the discount rate were 1% lower than what was used the OPEB liability would increase to \$2,222,643 or by 8.14%.

| | Discount Rate | | |
|----------------------|---------------|----------------|--------------|
| | 1% Decrease | Baseline 3.58% | 1% Increase |
| Total OPEB Liability | \$ 2,222,643 | \$ 2,047,474 | \$ 1,883,545 |

Sensitivity of the School District's OPEB Liability to Changes in the Healthcare Cost Trend Rates – The July 1, 2017 actuarial valuation was prepared using an initial trend rate of 3.05%. If the trend rate were 1% higher than what was used the OPEB liability would increase to \$2,342,846 or by 14.54%. If the trend rate were 1% lower than what was used the OPEB liability would decrease to \$1,796,036 or by 12.35%.

| | Healthcare Cost Trend Rates | | |
|----------------------|-----------------------------|----------------|--------------|
| | 1% Decrease | Baseline 3.05% | 1% Increase |
| Total OPEB Liability | \$ 1,796,036 | \$ 2,047,474 | \$ 2,342,846 |

OPEB Expense, Deferred Outflows of Resources, and Deferred Inflows of Resources Related to OPEB – For the year ended June 30, 2018, the School District recognized OPEB expense of \$326,520. At June 30, 2018, the School District reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

| | |
|--|--------------------------------------|
| | Deferred Outflows of Resources |
| Changes in assumptions | \$ 210,474 |
| Differences between expected and actual experience | 545,865 |
| Total | \$ 756,339 |

Amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

| Fiscal Year Ending | |
|--------------------|------------|
| June 30, | |
| 2019 | \$ 142,381 |
| 2020 | 142,381 |
| 2021 | 142,381 |
| 2022 | 142,381 |
| Thereafter | 186,815 |
| Totals | \$ 756,339 |

NOTE 11 – ENCUMBRANCES

Encumbrances outstanding at June 30, 2018 are as follows:

| | |
|---|------------|
| Current: | |
| Instruction: | |
| Regular programs | \$ 72,203 |
| Support services: | |
| Instructional staff | 44,082 |
| Operation and maintenance of plant | 62,374 |
| Other | 105 |
| Total support services | 106,561 |
| Facilities acquisition and construction | 17,638 |
| Total encumbrances | \$ 196,402 |

LITCHFIELD SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE FISCAL YEAR ENDED
JUNE 30, 2018

NOTE 12 – GOVERNMENTAL ACTIVITIES NET POSITION

Governmental activities net position reported on the government-wide Statement of Net Position at June 30, 2018 include the following:

| | |
|--------------------------------------|------------------------------|
| Net investment in capital assets: | |
| Net book value of all capital assets | \$ 9,355,491 |
| Restricted for food service | 44,581 |
| Unrestricted | <u>(15,344,709)</u> |
| Total net position | <u><u>\$ (5,944,637)</u></u> |

NOTE 13 – GOVERNMENTAL FUND BALANCES

Governmental fund balances at June 30, 2018 consist of the following:

| | General Fund | Capital Project Fund | Nonmajor Governmental Funds | Total Governmental Funds |
|--|----------------------------|----------------------------|-----------------------------------|--------------------------------|
| Restricted: | | | | |
| Food service | \$ - | \$ - | \$ 44,581 | \$ 44,581 |
| Committed: | | | | |
| Expendable trust | 314,226 | - | - | 314,226 |
| Voted appropriation - March 2018 | 152,670 | - | - | 152,670 |
| Total committed fund balance | <u>466,896</u> | <u>-</u> | <u>-</u> | <u>466,896</u> |
| Assigned: | | | | |
| Encumbrances | 196,402 | - | - | 196,402 |
| Unassigned (deficit) | <u>626,350</u> | <u>(91,235)</u> | <u>-</u> | <u>535,115</u> |
| Total governmental fund balances (deficit) | <u><u>\$ 1,289,648</u></u> | <u><u>\$ (91,235)</u></u> | <u><u>\$ 44,581</u></u> | <u><u>\$ 1,242,994</u></u> |

NOTE 14 – PRIOR PERIOD ADJUSTMENT

Net position at July 1, 2017 was restated for the following:

| | Government-wide Statements |
|--|-------------------------------|
| To restate for the cumulative changes related to implementation of GASB No. 75, see Note 2-D | \$ (1,759,331) |
| Net position, as previously reported | <u>(3,607,806)</u> |
| Net position, as restated | <u><u>\$ (5,367,137)</u></u> |

NOTE 15 – RISK MANAGEMENT

The School District is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets; errors or omissions; injuries to employees; or natural disasters. During fiscal year 2018, the School District was a member of the New Hampshire Public Risk Management Exchange (Primex³) Workers' Compensation and Property/Liability Programs.

The New Hampshire Public Risk Management Exchange (Primex³) Workers' Compensation and Property/Liability Programs are pooled risk management programs under RSAs 5-B and 281-A. Coverage was provided from July 1, 2017 to June 30, 2018 by Primex³, which retained \$1,000,000 of each workers' compensation loss, \$500,000 of each liability loss, and \$200,000 of each property loss. The Board has decided to self-insure the aggregate exposure and has allocated funds based on actuarial analysis for that purpose. The workers' compensation section of the self-insurance membership agreement permits Primex³ to make additional assessments to members should there be a deficiency in contributions for any member year, not to exceed the member's annual contribution. GASB Statement No. 10 requires members of a pool with a sharing risk to disclose if such an assessment is probable, and a reasonable estimate of the amount, if any. At this time, Primex³ foresees no likelihood of any additional assessment for this or any prior year.

The School District continues to carry commercial insurance for all other risks of loss. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

LITCHFIELD SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE FISCAL YEAR ENDED
JUNE 30, 2018

NOTE 16 – CONTINGENT LIABILITIES

The School District has received federal and state grants for specific purposes that are subject to review and audit by the grantor agencies or their designee. These audits could result in a request for reimbursement from the grantor agency for costs disallowed under terms of the grant. Based on prior experience, the School District believes such disallowances, if any, will be immaterial.

NOTE 17 – SUBSEQUENT EVENTS

Subsequent events are events or transactions that occur after the balance sheet date, but before the financial statements are issued. Recognized subsequent events are events or transactions that provided additional evidence about conditions that existed at the balance sheet date, including the estimates inherent in the process of preparing the financial statements. Nonrecognized subsequent events are events that provide evidence about conditions that did not exist at the balance sheet date, but arose after the date. Management has evaluated subsequent events through January 18, 2019, the date the June 30, 2018 financial statements were available to be issued, and no events occurred that require recognition or disclosure.

EXHIBIT F
LITCHFIELD SCHOOL DISTRICT
Schedule of the School District's Proportionate Share of Net Pension Liability
New Hampshire Retirement System Cost Sharing Multiple Employer Defined Benefit Plan
For the Fiscal Year Ended June 30, 2018

| | June 30, | | | | |
|---|---------------|---------------|---------------|---------------|---------------|
| | 2014 | 2015 | 2016 | 2017 | 2018 |
| School District's proportion of the net pension liability | 0.32% | 0.31% | 0.31% | 0.31% | 0.30% |
| School District's proportionate share of the net pension liability | \$ 13,904,142 | \$ 11,782,044 | \$ 12,123,829 | \$ 16,433,964 | \$ 14,984,934 |
| School District's covered payroll | \$ 8,971,205 | \$ 8,661,687 | \$ 8,971,205 | \$ 8,880,015 | \$ 9,452,075 |
| School District's proportionate share of the net pension liability as a percentage of its covered payroll | 154.99% | 136.02% | 135.14% | 185.07% | 158.54% |
| Plan fiduciary net position as a percentage of the total pension liability | 66.32% | 59.81% | 65.47% | 58.30% | 62.66% |

The Note to the Required Supplementary Information – Pension Liability is an integral part of this schedule.

EXHIBIT G
LITCHFIELD SCHOOL DISTRICT
Schedule of School District Contributions - Pensions
New Hampshire Retirement System Cost Sharing Multiple Employer Defined Benefit Plan
For the Fiscal Year Ended June 30, 2018

| | June 30, | | | | |
|---|--------------|--------------|--------------|--------------|--------------|
| | 2014 | 2015 | 2016 | 2017 | 2018 |
| Contractually required contribution | \$ 803,320 | \$ 1,018,324 | \$ 1,026,726 | \$ 1,106,639 | \$ 1,116,234 |
| Contributions in relation to the contractually required contributions | 803,320 | 1,018,324 | 1,026,726 | 1,106,639 | 1,116,234 |
| Contribution deficiency (excess) | \$ - | \$ - | \$ - | \$ - | \$ - |
| School District's covered payroll | \$ 8,971,205 | \$ 8,661,687 | \$ 8,971,205 | \$ 8,880,015 | \$ 9,452,075 |
| Contributions as a percentage of covered payroll | 8.95% | 11.76% | 11.44% | 12.46% | 11.81% |

The Note to the Required Supplementary Information – Pension Liability is an integral part of this schedule.

LITCHFIELD SCHOOL DISTRICT
NOTE TO THE REQUIRED SUPPLEMENTARY INFORMATION –
PENSION LIABILITY
FOR THE FISCAL YEAR ENDED
JUNE 30, 2018

***Schedule of the School District’s Proportionate Share of Net Pension Liability and
Schedule of School District Contributions – Pensions***

As required by GASB Statement No. 68, and as amended by GASB Statement No. 71, Exhibits F and G represent the actuarial determined costs associated with the School District’s pension plan at June 30, 2018. These schedules are presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is compiled, information is presented for those years for which information is available.

Methods and Assumptions Used to Determine Contribution Rates for Fiscal Year 2017:

| | |
|-------------------------------|--|
| Actuarial Cost Method | Entry Age Normal |
| Amortization Method | Level Percentage-of-Payroll, Closed |
| Remaining Amortization Period | 22 years beginning July 1, 2017 (30 years beginning July 1, 2009) |
| Asset Valuation Method | 5-year smooth market for funding purposes |
| Price Inflation | 2.5% per year |
| Wage Inflation | 3.25% per year |
| Salary Increases | 5.6% Average, including inflation |
| Municipal Bond Rate | 3.56% per year |
| Investment Rate of Return | 7.25% per year |
| Retirement Age | Experience-based table of rates that are specific to the type of eligibility condition. Last updated for the 2015 valuation pursuant to an experience study of the period 2010-2015. |
| Mortality | RP-2014 Employee generational mortality table for males and females, adjusted for mortality improvements using Scale MP -2015, based in the last experience study. |

Other Information:

Notes Contribution rates for Fiscal Year 2017 were determined based on the benefit changes adopted under House Bill No. 2 as amended by 011-2513-CofC.

EXHIBIT H
LITCHFIELD SCHOOL DISTRICT
Schedule of the School District's Proportionate Share of the Net Other Postemployment Benefits Liability
New Hampshire Retirement System Cost Sharing Multiple Employer Defined Benefit Plan
For the Fiscal Year Ended June 30, 2018

| | June 30, | |
|--|--------------|--------------|
| | 2017 | 2018 |
| School District's proportion of the net OPEB liability | 0.39% | 0.38% |
| School District's proportionate share of the net OPEB liability (asset) | \$ 1,871,299 | \$ 1,749,251 |
| School District's covered payroll | \$ 8,988,095 | \$ 9,452,075 |
| School District's proportionate share of the net OPEB liability (asset) as a percentage of its covered payroll | 20.82% | 18.51% |
| Plan fiduciary net position as a percentage of the total OPEB liability | 5.21% | 7.91% |

The Notes to the Required Supplementary Information – Other Postemployment Benefits Liability is an integral part of this schedule.

EXHIBIT I
LITCHFIELD SCHOOL DISTRICT
Schedule of School District Contributions - Other Postemployment Benefits
New Hampshire Retirement System Cost Sharing Multiple Employer Defined Benefit Plan
For the Fiscal Year Ended June 30, 2018

| | June 30, | |
|--|--------------------|--------------------|
| | 2017 | 2018 |
| Contractually required contribution | \$ 224,608 | \$ 226,751 |
| Contributions in relation to the contractually required contribution | <u>224,608</u> | <u>226,751</u> |
| Contribution deficiency (excess) | <u>\$ -</u> | <u>\$ -</u> |
| School District's covered payroll | <u>\$8,880,015</u> | <u>\$9,452,075</u> |
| Contributions as a percentage of covered payroll | 2.53% | 2.40% |

The Notes to the Required Supplementary Information – Other Postemployment Benefits Liability is an integral part of this schedule.

EXHIBIT J
LITCHFIELD SCHOOL DISTRICT
Schedule of Changes in the School District's Total Other Postemployment Benefits Liability and Related Ratios
For the Fiscal Year Ended June 30, 2018

| | June 30, 2018 |
|--|---------------------|
| OPEB liability, beginning of year | \$ 1,932,339 |
| Changes for the year: | |
| Service cost | 115,689 |
| Interest | 68,450 |
| Assumption changes and difference between actual and expected experience | (28,322) |
| Benefit payments | (40,682) |
| OPEB liability, end of year | <u>\$ 2,047,474</u> |
| Covered payroll | <u>\$ 8,321,649</u> |
| Total OPEB liability as a percentage of covered payroll | 24.60% |

The Notes to the Required Supplementary Information – Other Postemployment Benefits Liability is an integral part of this schedule.

LITCHFIELD SCHOOL DISTRICT
NOTES TO THE REQUIRED SUPPLEMENTARY INFORMATION –
OTHER POSTEMPLOYMENT BENEFITS LIABILITY
FOR THE FISCAL YEAR ENDED
JUNE 30, 2018

Schedule of the School District's Proportionate Share of Net Other Postemployment Benefits Liability and Schedule of School District Contributions – Other Postemployment Benefits

As required by GASB Statement No. 75, Exhibits H and I represent the actuarial determined costs associated with the School District's other postemployment benefits at June 30, 2018. These schedules are presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is compiled, information is presented for those years for which information is available.

There were no changes to benefit terms or assumptions in the current actuarial valuation report.

Methods and Assumptions:

| | |
|-------------------------------|--|
| Actuarial Cost Method | Entry Age Normal |
| Amortization Method | Level Percentage-of-Payroll, Closed |
| Remaining Amortization Period | Not applicable under statutory funding |
| Asset Valuation Method | 5-year smooth market: 20% corridor |
| Price Inflation | 2.5% per year |
| Wage Inflation | 3.25% per year |
| Salary Increases | 5.6% Average, including inflation |
| Municipal Bond Rate | 3.56% per year |
| Investment Rate of Return | 7.25% per year, net of OPEB plan investment expense, including inflation for determining solvency contributions |
| Retirement Age | Experience-based table of rates that are specific to the type of eligibility condition. Last updated for the 2015 valuation pursuant to an experience study of the period 2010-2015. |
| Mortality | RP-2014 Healthy Annuitant and Employee generational mortality tables for males and females with credibility adjustments, adjusted for fully generational mortality improvements using Scale MP-2015, based on the last experience study. |

Schedule of Changes in School District's Total Other Postemployment Benefits Liability and Related Ratios

As required by GASB Statement No. 75, Exhibit J represents the actuarial determined costs associated with the School District's other postemployment benefits at June 30, 2018. The schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is compiled, information is presented for those years for which information is available.

SCHEDULE 1
LITCHFIELD SCHOOL DISTRICT
Major General Fund
Schedule of Estimated and Actual Revenues (Non-GAAP Budgetary Basis)
For the Fiscal Year Ended June 30, 2018

| | Estimated | Actual | Variance Positive (Negative) |
|--|----------------------|----------------------|------------------------------------|
| School district assessment: | | | |
| Current appropriation | \$ 13,003,269 | \$ 13,003,269 | \$ - |
| Other local sources: | | | |
| Tuition | 72,810 | 51,839 | (20,971) |
| Transportation | 4,500 | - | (4,500) |
| Investment earnings | 500 | 10,685 | 10,185 |
| Miscellaneous | 15,000 | 18,891 | 3,891 |
| Total from other local sources | <u>92,810</u> | <u>81,415</u> | <u>(11,395)</u> |
| State sources: | | | |
| Adequacy aid (grant) | 5,432,347 | 5,439,528 | 7,181 |
| Adequacy aid (tax) | 1,906,998 | 1,906,998 | - |
| Catastrophic aid | 75,000 | 97,639 | 22,639 |
| Vocational aid | 3,000 | 2,250 | (750) |
| Other state aid | - | 21,854 | 21,854 |
| Total from state sources | <u>7,417,345</u> | <u>7,468,269</u> | <u>50,924</u> |
| Federal sources: | | | |
| Medicaid | 100,000 | 143,006 | 43,006 |
| Total revenues | 20,613,424 | <u>\$ 20,695,959</u> | <u>\$ 82,535</u> |
| Use of fund balance to reduce school district assessment | 484,331 | | |
| Use of fund balance - appropriated | 75,000 | | |
| Total revenues and use of fund balance | <u>\$ 21,172,755</u> | | |

SCHEDULE 2
LITCHFIELD SCHOOL DISTRICT
Major General Fund
Schedule of Appropriations, Expenditures, and Encumbrances (Non-GAAP Budgetary Basis)
For the Fiscal Year Ended June 30, 2018

| | Encumbered from Prior Year | Appropriations | Expenditures | Encumbered to Subsequent Year | Variance Positive (Negative) |
|---|----------------------------------|----------------------|----------------------|-------------------------------------|------------------------------------|
| Current: | | | | | |
| Instruction: | | | | | |
| Regular programs | \$ - | \$ 8,272,622 | \$ 8,362,319 | \$ 72,203 | \$(161,900) |
| Special programs | - | 3,144,998 | 3,040,380 | - | 104,618 |
| Vocational programs | - | 51,812 | 38,291 | - | 13,521 |
| Non-public programs | - | 50,210 | 15,630 | - | 34,580 |
| Other | - | 526,019 | 497,053 | - | 28,966 |
| Total instruction | - | <u>12,045,661</u> | <u>11,953,673</u> | <u>72,203</u> | <u>19,785</u> |
| Support services: | | | | | |
| Student | - | 1,799,503 | 1,756,910 | - | 42,593 |
| Instructional staff | 27,017 | 816,986 | 670,589 | 44,082 | 129,332 |
| General administration | - | 118,971 | 108,503 | - | 10,468 |
| Executive administration | - | 516,457 | 464,314 | - | 52,143 |
| School administration | - | 1,324,927 | 1,295,890 | - | 29,037 |
| Business | - | 337,219 | 313,440 | - | 23,779 |
| Operation and maintenance of plant | 55,772 | 2,173,358 | 1,998,018 | 62,374 | 168,738 |
| Student transportation | - | 1,034,959 | 993,224 | - | 41,735 |
| Other | - | 868,063 | 689,088 | 105 | 178,870 |
| Total support services | <u>82,789</u> | <u>8,990,443</u> | <u>8,289,976</u> | <u>106,561</u> | <u>676,695</u> |
| Facilities acquisition and construction | - | 61,651 | 44,008 | 17,638 | 5 |
| Other financing uses: | | | | | |
| Transfers out | - | 75,000 | 75,000 | - | - |
| Total appropriations, expenditures, other financing uses, and encumbrances | <u>\$ 82,789</u> | <u>\$ 21,172,755</u> | <u>\$ 20,362,657</u> | <u>\$ 196,402</u> | <u>\$ 696,485</u> |

SCHEDULE 3
LITCHFIELD SCHOOL DISTRICT
Major General Fund
Schedule of Changes in Unassigned Fund Balance (Non-GAAP Budgetary Basis)
For the Fiscal Year Ended June 30, 2018

| | | |
|---|----------------|-------------------|
| Unassigned fund balance, beginning | | \$ 484,331 |
| Changes: | | |
| Unassigned fund balance used to reduce school district assessment | | (484,331) |
| Unassigned fund balance appropriated for use in 2017-2018 | | (75,000) |
| 2017-2018 Budget summary: | | |
| Revenue surplus (Schedule 1) | \$ 82,535 | |
| Unexpended balance of appropriations (Schedule 2) | 696,485 | |
| 2017-2018 Budget surplus | <u>779,020</u> | |
| Increase in committed fund balance | | <u>(77,670)</u> |
| Unassigned fund balance, ending | | <u>\$ 626,350</u> |

SCHEDULE 4
LITCHFIELD SCHOOL DISTRICT
Nonmajor Governmental Funds
Combining Balance Sheet
June 30, 2018

| | Special Revenue Funds | | Total |
|--|-----------------------|------------------|-------------------|
| | Grants | Food Service | |
| ASSETS | | | |
| Cash and cash equivalents | \$ - | \$ 53,813 | \$ 53,813 |
| Intergovernmental receivable | 113,336 | 5,036 | 118,372 |
| Total assets | \$ 113,336 | \$ 58,849 | \$ 172,185 |
| LIABILITIES AND FUND BALANCES | | | |
| Accounts payable | \$ - | \$ 13,823 | \$ 13,823 |
| Interfund payable | 40,859 | 445 | 41,304 |
| Total liabilities | 40,859 | 14,268 | 55,127 |
| DEFERRED INFLOWS OF RESOURCES | | | |
| Unavailable revenue - grants and donations | 72,477 | - | 72,477 |
| FUND BALANCES | | | |
| Restricted | - | 44,581 | 44,581 |
| Total liabilities, deferred inflows of resources, and fund balances | \$ 113,336 | \$ 58,849 | \$ 172,185 |

SCHEDULE 5
LITCHFIELD SCHOOL DISTRICT
Nonmajor Governmental Funds
Combining Schedule of Revenues, Expenditures, and Changes in Fund Balances
For the Fiscal Year Ended June 30, 2018

| | Special Revenue Funds | | |
|-----------------------------|-----------------------|------------------|------------------|
| | Grants | Food Service | Total |
| Revenues: | | | |
| Local | \$ 5,802 | \$ 379,777 | \$ 385,579 |
| State | - | 4,882 | 4,882 |
| Federal | 440,974 | 83,725 | 524,699 |
| Total revenues | <u>446,776</u> | <u>468,384</u> | <u>915,160</u> |
| Expenditures: | | | |
| Current: | | | |
| Instruction | 251,916 | - | 251,916 |
| Support services: | | | |
| Student | 131,126 | - | 131,126 |
| Instructional staff | 52,816 | - | 52,816 |
| Student transportation | 1,871 | - | 1,871 |
| Other | 9,047 | - | 9,047 |
| Noninstructional services | - | 506,406 | 506,406 |
| Total expenditures | <u>446,776</u> | <u>506,406</u> | <u>953,182</u> |
| Net change in fund balances | - | (38,022) | (38,022) |
| Fund balances, beginning | - | 82,603 | 82,603 |
| Fund balances, ending | <u>\$ -</u> | <u>\$ 44,581</u> | <u>\$ 44,581</u> |

SCHEDULE 6
LITCHFIELD SCHOOL DISTRICT
Student Activities Funds
Combining Schedule of Changes in Student Activities Funds
For the Fiscal Year Ended June 30, 2018

| | Balance, beginning | Additions | Deductions | Balance, ending |
|-------------------|-----------------------|-------------------|-------------------|--------------------|
| Schools: | | | | |
| Campbell High | \$ 106,562 | \$ 270,568 | \$ 256,414 | \$ 120,716 |
| Litchfield Middle | 37,326 | 181,399 | 172,453 | 46,272 |
| Griffin Memorial | 14,258 | 28,356 | 24,176 | 18,438 |
| Totals | <u>\$ 158,146</u> | <u>\$ 480,323</u> | <u>\$ 453,043</u> | <u>\$ 185,426</u> |

Office of the Superintendent of Schools

1 Highlander Court
Litchfield, NH 03052
578-3570

Michael R. Jette, Ph.D., Superintendent
Cory Izbicki, Business Administrator
Mary Widman, Director Curriculum and Instruction
Hollie Messenger, Director Human Resources
Devin Bandurski, Director Special Services
Jason Pelletier, Director of Technology
Lauren Crowley, Director Food Service

Griffin Memorial School

229 Charles Bancroft Highway
Litchfield, NH 03052
424-5931

Scott Thompson, Principal
Maura Clinton-Jones, Assistant Principal

Litchfield Middle School

19 McElwain Drive
Litchfield, NH 03052
424-2133

Thomas Lecklider, Principal
Martha Thayer, Assistant Principal

Campbell High School

1 Highlander Court
Litchfield, NH 03052
546-0300

William Lonergan, Principal
Michael Perez, Assistant Principal