

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

LITCHFIELD SCHOOL BOARD - SCHOOL ADMINISTRATIVE UNIT NO. 27

Litchfield, New Hampshire 03052

APPROVED MINUTES

November 16, 2007

BUDGET WORK SESSION

(approved as amended 12-12-07)

Present:

Mr. Dennis Miller, Chair
Mrs. Cindy Couture, Vice Chair
Mr. Ralph Boehm, Board Member
Mrs. Pat Jewett, Board Member (*left at 12:30 p.m.*)
Mrs. Dot Beauregard, Board Member
Dr. Elaine Cutler, Interim Superintendent
Mr. Steve Martin, Business Administrator
Mrs. Michele E. Flynn, Secretary

1) **Public Session – Call to Order - Pledge of Allegiance**

Mr. Miller called the meeting to order at 9:28 a.m. He explained that the meeting is not being recorded or televised as the Media Room is in use and the Board meeting was moved to an alternate location. The pledge of allegiance was omitted as there was no flag present.

2) **FY09 Budget – Board Decisions**

Board Decisions on Budget Reductions - continued from November 14, 2007

Mr. Martin reported that some federal fund positions were inaccurately allocated in the budget by MUNIS. The errors totaling \$255,000 were found and corrected. He also asked the Board to reconsider the salary attrition reduction. Board members discussed default budget issues.

Board members reviewed the remainder of the FY09 budget reductions as well as those that were suggested at the November 14 meeting. The Board reduced the Level 2 FY09 budget approximately \$569,000.

3) **Discussion of Building Committee Response to Budget Committee**

Board members briefly discussed their response to the letter sent from a Budget Committee member to the Building Committee recently. The Board agreed to hold all responses to the statements in the letter with the exception of the first statement regarding the rationale for the reduction in square footage of the proposed new elementary school. It was suggested that along with the Building Committee's response to this statement, that Mr. Murdough's (NH DOE) statement indicating that he would not recommend any building aid for any building that does not include kindergarten be included. All other responses to the statements in the letter from the Budget Committee member will be on hold as the Board is not prepared to respond to any questions until December. Mrs. Beauregard requested that Mr. Murdough's refusal to approve building aid for the construction of any new building that does not include kindergarten be provided in writing.

4) **Board Meetings for December 2007 and January 2008**

Mrs. Flynn asked the Board to set meeting dates for December 2007 and January 2008. The Board decided to set meetings as follows: December 5 and 12, and December 19 if needed; January 2, 9, and 30 with a meeting immediately following the Bond/Budget Hearing on January 15.

5) **GMS Discussion – NH DOE**

Dr. Cutler indicated that Mr. Martin met with Ed Murdough at the NH DOE on November 15 to discuss the plans for the proposed new elementary school. Mr. Martin reported that Mr. Murdough was comfortable with the square footage of the building and the project cost. He added that Litchfield may qualify for an additional 3% for higher performance schools based on meeting 30 out of the 80 points required for energy efficiency in the criteria for

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Litchfield Board of Education
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higher performance schools. Mr. Martin indicated that Mr. Murdough rejected the building plan because it does not include public kindergarten space and the State will not provide building aid for the project unless it includes classrooms for public kindergarten.

Mr. Miller commented that there is a footprint in the floor plans for kindergarten classrooms. Mr. Martin noted that the issue is to have kindergarten classrooms included in the budget and floor plans to qualify for State Building Aid. There is no option for a separate kindergarten warrant article.

Dr. Cutler pointed out that since including kindergarten classrooms would cost no more than what would be proposed in a warrant article and is reimbursed to 75%, we have to come up with a plan to market it as public kindergarten has been mandated.

Board members discussed how the square footage of the proposed new school would be impacted with the addition of four kindergarten classrooms [which are already included in the floor plan footprint]. They discussed integrating the existing kindergarten program into those classrooms and reducing some of the square footage taken up by the existing program.

Mr. Martin reported that he asked Mr. Cecil of Harriman for a new project budget with kindergarten included and an analysis of the current proposal, justification for kindergarten and a total cost of the project. Mr. Miller and Mr. Boehm suggested that when marketing the revised proposal to voters the area planned for kindergarten classrooms in the floor plans should be labeled 'no additional cost to taxpayers'.

Mr. Martin pointed out that the towns that do not currently offer public kindergarten are expected by the State to implement the program in the fall of 2008. He further explained that the State will provide portable classrooms for this purpose if classrooms have not been constructed by the deadline.

Mrs. Beaugard asked for information regarding the exterior of the proposed building, specifically the vinyl siding. Mr. Martin indicated that the vinyl siding will only be placed on the second story of the building and that it is commercial grade, which is much thicker and more durable than residential vinyl siding. He noted that Mr. Jon Boyd from Harriman was discussing the exterior walls during their meeting with the NH DOE. Mr. Martin commented that during the discussion it was mentioned that the exterior walls of the first floor are not concrete block, but brick veneer. Mrs. Couture disagreed stating that it was agreed upon by the Building Committee with Mr. Cecil that the first floor would be concrete block with brick veneer on the exterior and vinyl siding on the second floor exterior. Mr. Martin will verify that concrete block will be used on the first floor with Harriman.

Dr. Cutler suggested that Mr. Martin get clarification on the exterior materials from Harriman, and request a revised floor plan and project cost on or prior to the Board's December 5 meeting. She indicated that a rendering is necessary for the School Board. Dr. Cutler added that we will confirm impact fees as well.

9) Adjourn

Mrs. Beaugard made a motion to adjourn at 1:01 p.m. Mrs. Couture seconded. The motion carried 5-0-0.

10) Upcoming Meetings

>>Litchfield School Board: December 5, 12, & 19(if needed), 2007 – CHS Media Room – 6:30 PM

Respectfully submitted,

Michele E. Flynn
School Board Secretary