



**TOWN OF NORTH HAMPTON, NEW HAMPSHIRE
MUNICIPAL BUDGET COMMITTEE MEETING**

NOVEMBER 18, 2019 6:30 PM

NORTH HAMPTON TOWN HALL

Approved Minutes

MEMBERS PRESENT: Chairman Jonathan Pinette, Vice-Chairman/School Board Rep James Sununu, Select Board Rep Larry Miller, George Chauncey, Rick Stanton, Frank Ferraro, Laurel Pohl

EXCUSED: Tamara Le, Little Boar's Head Rep Brian Goode

ALSO PRESENT: School Business Administrator Matt Ferreira, School Principal Susan Snyder

AGENDA

Chairman Jonathan Pinette welcomed everyone to the November 18 2019 North Hampton Municipal Budget Committee Meeting and called the meeting to order at 6:33 pm, followed by the Pledge of Allegiance. He said Tamara Le and Brian Goode were excused and Laurel Pohl was running late.

OLD BUSINESS – None

NEW BUSINESS

Approval of the Minutes of the Budget Committee Meeting of November 4, 2019

Motion: To approve the Minutes of the Budget Committee Meeting of November 4, 2019.

Motioned: Vice-Chair Sununu

Seconded: Mr. Chauncey

Vote: Motion approved 5-0, with 1 abstention (*Ms. Pohl arrived after the vote*)

FIRST REVIEW OF SCHOOL PROPOSED FY2021 OPERATING BUDGET

School Business Administrator Matt Ferreira introduced Principal Susan Snyder, and said she worked with the School Board and SAU to develop a sound Budget. He said the Budget was aligned with the School Improvement Plan with 4 primary objectives: (1) long-term development of quality curriculum and instruction at all grade levels; (2) multi-tiered support system (MTSS); (3) enhancement of school culture and climate; (4) identify additional resources and staff to meet goals.

School Business Administrator Ferreira said the Primary Goals were: (1) maintain a stable staffing pattern; (2) add fulltime Math Specialist for K-5, change intervention specialist to a Literacy Specialist; (3) final investment to transition Library to a Library Commons Model. He said they contracted with NESDEC (New England School Development Council) for enrollment projections which indicate a flat to slight increase.

School Proposed FY2021 Operating Budget

Business Administrator Ferreira stated that the FY2021 School Proposed Operating Budget is \$9,299,228 vs. FY2020 at \$9,278,000, an increase of \$21,228 or 0.23%. He said embedded in the Budget is the COLA increase for non-union staff (3%), for union staff as set by CBA (2.75%), and with an SAU-wide increase of 2%. He said there are 3 units of class: Teachers (CBA), non-union, and paraprofessionals (SESPA), and said SESPA was still in negotiations and he should have a ratified agreement for the next Budget Committee meeting.

Regular Education: \$2,647,165, increase of \$137,815 or 5.49%. Reflects new Teacher CBA, Math Specialist, transfer of Kindergarten Educational Associate from Special Education to Regular Education, increase in substitutes. **Special Education:** \$1,572,350, decrease of \$83,329 or 5.03%. Transfer out of Kindergarten Educational Associate to Regular Education, reduced Educational Associate and Professional Services positions, plus offsets. **Student Activities:** \$121,871, increase of \$37,993 or 45.3%. Renewed emphasis on overnight experiences. Principal Synder explained field trips are linked to curriculum relating to environmental stewardship and science.

Guidance: \$85,374, increase of \$2,285 or 2.75%; reflects CBA with COLA increase. **Health:** \$69,648, increase of \$3,249 or 4.98%; reflects CBA with COLA plus step increases. **Speech Services:** \$106,862, increase of \$2,586 or 2.48%; reflects CBA COLA agreement. **Improvement of Instruction** \$131,185, increase of \$3,493 or 2.74% reflecting course reimbursement. Educational Media Account: \$126,145, decrease of \$1,149 or 0.9%; reflects reduction in equipment plus some staffing changes. **Technology:** \$300,083, increase of \$82.00 or 0.03%; no change from previous year, transferred software licensing items into Software Account.

Ms. Pohl asked if there was a life-cycle plan for software, and School Business Administrator Ferreira said he has a replacement plan for all laptops and equipment but software is an annual cost including upgrades. Vice-Chair Sununu said they put in a 3-year technology plan deploying laptops which worked well and they were now assessing the program and coming up with the next phase.

Board of Education: \$46,632, increase of \$5,625 or 15.25%; due to adjustment in Legal Account based on actuals. **SAU Services:** \$295,826, decrease of \$13,148 or 4.26%; due to enhanced SAU vision including shared personnel. **School Administration:** \$284,071, increase of \$5,658 or 2.03%; due to staff COLA adjustments, step increases, postage. **Buildings:** \$527,995, increase of \$26,381 or 5.26%; for Library Commons redesign. **Grounds:** \$34,850, decrease of \$6,000 or 14.69%; reduction in snow removal based

on actuals. **Vehicles:** \$13,270, increase of \$12,699 or 2,107%; due to added financing payment for new truck purchase. Based on March 2019 approved Warrant Article now in Operating Budget.

Transportation: \$493,754, increase of \$22,504 or 4.78%; year 2 of 5-year contract with First Student Transportation. **Debt Service:** \$133,005, decrease of \$620 or 0.46%; reflects principal and interest payments on Bond issue for building project. **Employee Benefits:** \$2,109,192, decrease of \$136,626 or 6.8%. Due to reduction in Health Insurance Account with guaranteed maximum rate of 1.8%, plan election changes and migration off high-cost plans. **Interfund Transfer:** \$18,000, increased \$2,000 or 12.5% based on actuals. Food Service: \$185,950, decrease of \$239 or 0.13%; due to reduction in salaries from restructuring, offset by increased costs in food supplies and equipment.

Default Budget

School business Administrator Ferreira said the Default Budget is based on last year's Operating Budget reduced or increased by Debt Service, contracts, other obligations and reduced by 1-time expenditures. He said the Default Budget is \$9,075,388 or \$223,840 less than Proposed Operating Budget or \$9,299,228.

Warrant Articles

School Business Administrator Ferreira said as far as Warrant Articles: (1) the SESPA CBA Contract is currently in negotiations; (2) Long-Term Maintenance Warrant Article still in review by School Board; (3) recommended Special Education Expendable Trust contribution of \$50,000. He said the Special Education Expendable Trust is currently at \$309,594, and the target of \$300,000 was revised upward to \$400,000. He said the Building Maintenance Expendable Trust is at \$167,720 a little above their \$150,000 target, and the Technology Expendable Trust was being reviewed to determine future utilization.

Discussion: Mr. Ferraro asked for an explanation of why the Default Budget under Special Education Tuition is higher than last year's budget. Vice-Chair Sununu said it is the result of identified needs which under the law goes in the Default Budget. School Business Administrator Ferreira said typically Health Insurance increases under CBA go into the Default Budget but this year the Default is lower as they know the plans now.

Mr. Ferraro asked about the decrease of 2.6 PE to 2.0 under Regular Education, and School Business Administrator Ferreira said the part-time position was eliminated. Mr. Ferraro asked if that was reflected in the Default, and School Business Administrator Ferreira said he would verify. Mr. Ferraro said under Contracted Services a contract was eliminated which should decrease the Default; there was a decrease of \$12,000 in contract costs under the teacher for deaf and hard-of-hearing; under Equipment a one-time purchase of \$2,000 should also decrease the Default. School Business Administrator Ferreira said he would investigate all instances.

Mr. Ferraro brought up Classroom Sizes and said last year in Grade 6 one teacher could have been eliminated but he was told a subject would have to be eliminated. Vice-Chair Sununu said they switched teaching assignments to have each of 2 teachers responsible for 2 subjects. Mr. Ferraro raised several issues about the number of teachers versus number of students and the transfer of teachers from one grade to another. He said the projections provided for have consistently been high and are still showing 343 students when they actually have 332.

Principal Synder said they added 1 student to most of the grades and went with the report projections for Kindergarten only. She said Pre-School is included with 17 students and is growing. Vice-Chair Sununu said they don't know the projections are always high since they only have a few years of their projections, and said the model is based on 1.6 which is about average over time. School Business Administrator Ferreira said the School will be contracting a firm to update projections. Mr. Ferraro asked at what point the student population would get to where 22 teachers is too many. Vice-Chair Sununu said it depends on where students are and what grades, and said they now have 4 teachers teaching multiple grade levels with increased responsibilities, and 6th grade teachers teaching dual subjects.

Mr. Ferraro said a recent news article on Statewide Assessment Tests showed numbers dropping in proficiency, and said he found at North Hampton School proficiency in Math and Science dropped below 50% for Grade 8 students, with Reading at 68%. Principal Synder said they have identified it as an area of need in Math and are focusing on foundational instruction particularly in Grades 3-5. She said when they reach Grade 8, instruction becomes more complicated in needing to address students who are behind as well as students who are excelling. Vice-Chair Sununu said the State also changed the testing program used to do Statewide Assessments, and another year of data is needed.

ANY OTHER BUSINESS THAT MAY LEGALLY COME BEFORE THE COMMITTEE

Chairman Pinette asked that Budget Committee Members funnel questions through him to School Business Administrator Ferreira for answers.

NEXT MEETING: December 2, 2019 at 6:30 pm: Second Review of FY2021 Town Proposed Budget.

ADJOURNMENT

Mr. Ferraro made a motion to adjourn the meeting which was seconded by Chairman Pinette.

The motion to adjourn was approved by a vote of 7-0, and Chairman Pinette adjourned the meeting at 7:55 pm.

Respectfully submitted,

Patricia Denmark, Recording Secretary