

**WINCHESTER SCHOOL BOARD MEETING
WINCHESTER SCHOOL LIBRARY
NOVEMBER 16, 2023**

School Board Members Present: K. Jerome, J. Blake, J. Hadler, L. Picard
Administration Present: L. Carey, C. Mayberry, M. Pouliot, K. Seaman, S. Bryant

The School Board meeting was called to order by Chair, L. Picard at 6:03pm.

MINUTES:

J. Hadler MOVED to approve the public and non-public minutes of 11/2/23 as printed, SECONDED by: J. Blake, VOTED: 4-0, MOTION PASSED.

BUSINESS MANAGER – C. Mayberry:

MANIFESTS:

J. Hadler MOVED to approve the Payroll Manifest in the amount of \$209,354.88, dated 11/10/23; Accounts Payable Manifest Voucher #1064 in the amount of \$204.62 and Accounts Payable Voucher #1065 in the amount of \$918,282.42. C. Mayberry explained that tuition is the biggest portion of Voucher #1065 – half of the first semester's tuition was paid, SECONDED by: J. Blake, VOTED: 4-0, MOTION PASSED.

C. Mayberry explained the Keene School District is not actively communicating with Winchester when kids leave Keene.
S. Bryant explained they will be implementing a new program and restructuring another, after Thanksgiving break.

L. Carey advised M. Braley would like the Board to give her dates for the Budget Meetings.

L. Picard advised the meetings will be on 12/5/23 at 6:00, 12/12/23 at 6:00, both at the school; the regular School Board meeting will be held on 12/17/23 and a placeholder for an additional budget meeting if needed, has been added for 12/19/2023. The School Board will meet on Wednesday, 1/10/24 with the Budget Committee to discuss the Warrant at 5:30pm. The Public Hearing is 1/11/24. After discussion, the Board agreed to keep the Board meeting scheduled for 12/21/23 for now; that could change.

The Deliberative Session will be held on February 3, 2024 at 9:00am at the school. The School Board will start first. The Board will call to order beforehand at 8:30am and then recess until after the Deliberative Session.

L. Carey advised the school calendar needs to be modified as it is the Presidential Primary on 1/23/2024 and voting is held at the school. The last day of school will be June 11th provided there are no snow days to move it.

J. Hadler MOVED to cancel school on 1/23/2024 for the Presidential Primary; SECONDED by: J. Blake, administration will check to see if there is the opportunity for staff to work that day, VOTED: 4-0, MOTION PASSED.

J. Hadler and K. Jerome had another Professional Development meeting. They will be helping with a presentation on 12/6/2023.

BUDGET DISCUSSION:

Bond and Revenues: the bond has been paid off.

MS-25: C. Mayberry reviewed with the Board. Revenues are higher than anticipated; expenses are lower. Asked the Board if they wanted to retain any of the surplus. She explained they can retain up to 2.5% and the rest goes back to offset taxes. She will double-check to be sure what is allowable.

L. Picard is in favor of retaining some, so if there was a catastrophic issue, they wouldn't need a bond.

After discussion, **J. Blake MOVED to keep 2% of the surplus; SECONDED by: K. Jerome, VOTED: 4-0, MOTION PASSED.**

Capital Reserve: C. Mayberry is working with K. Seaman on a plan. They have adjusted some things around. There will be a significant reduction in expenditures, from the Capital Reserve, for the current year.

L. Picard asked if C. Mayberry had any idea what the fund balance will be; any amount to put into the Warrant Article?

K. Seaman explained they were able to do much with ESSER funds. He would like to look into doing the floors in the Summer. There are many projects already going on. Some projects require mechanical contractors and there aren't any available.

L. Carey explained they cannot use ESSER II funds for a pavilion; they have changed the rules.

K. Seaman advised they are at \$125,000 now; feels they should increase that to \$150,000. The roofs will be in the Capital Plan in five years.

L. Picard explained that is why it is a living document; it is always changing.

C. Mayberry expects it will be similar or higher in 2024-2025, to where they are this year.

L. Picard feels they should consider large projects that won't make it into the Capital Reserve.

L. Carey advised there is a little over \$200,000 left from ESSER funds.

L. Picard would like them to come up with something fun that they could do for the kids with ESSER funds like field trips, etc.

L. Carey advised she would bring it to the Board first.

L. Picard asked that when the document for the Capital Reserve is ready, the Board get a copy to review.

C. Mayberry advised the budget is down from last year. There are a couple of adjustments that need to be made.

C. Mayberry reviewed the number of Eighth Graders going to Keene.

The Regular Ed cost is \$16,830 per student, the new cost is \$15,870.

The Special Ed cost is \$33,913 per student; the new cost is \$31,851.

These numbers are based on 145 KHS students – 35 Special Ed students and 110 Regular Ed students.

The increase in the budget for Non-Teacher and Non-Teacher CBU, is currently at 3%. The Board used a figure of 2.5%, which is \$19,477.49 and 3.5% is \$22,377.07.

J. Blake MOVED to approve an increase of 3.5%; SECONDED by: L. Picard, after discussion, VOTED: 1 – 3 (L. Picard – no, J. Hadler – no, K. Jerome – no), MOTION FAILED.

J. Hadler MOVED to use a figure of 3%; SECONDED by: L. Picard, VOTED: 3-1 (J. Blake – no), MOTION PASSED.

L. Picard advised she wants to finalize the budget tonight. The Board will have discussion in non-public session and come out and vote on the budget.

CITIZENS' COMMENTS:

Kevin Sudal is interested in the open School Board position. He has been a resident for a few years; he has a lot of family in Winchester. Explained he has experience teaching in public schools – Tech Ed. He has handled a classroom budget, is familiar with Federal programs and has dealt with students from difficult backgrounds as well as School Boards. He has been political since high school. Advised he attended Yale School of Drama and considered a career as an educational teacher. He would like to work with the Board to deal with the budget, policies, etc.

L. Picard explained that the position would be available until March.

K. Sudal would like to try it out to see how it goes before committing any further. Advised he knows sign language.

K. Sudal had concerns that a lot of the Supply lines were zeroed out.

J. Hadler advised they were either moved to another line or readjusted.

K. Jerome understands his concern.

L. Carey explained they have been taking full advantage of Grants. They were able to get a lot more out of them.

Rob Bushee feels there are a lot of positions where the wages are jumping all around at different percentages.

L. Carey explained with Speech and Language that is more than one position.

C. Mayberry will double-check. Explained in the existing budget, they are comparing it to last year's format.

After discussion, it was agreed that C. Mayberry will adjust the document to make it cleaner.

Rob Bushee is seeing a difference in the percentages in salaries.

C. Mayberry explained the more people contained in a line, the more volatile that line will be.

K. Seaman advised the lines also contain step raises and COLA.

Jeromy McDaniels asked about Officials. His recommendation is to level-fund that line at \$3,775.

L. Picard advised she will get back to Kevin Sudal about the open Board position.

L. Picard MOVED to go into non-public session under RSA91:A-III (a), (j) and (k) at 7:30pm; SECONDED by: J. Blake, VOTED: J. Hadler – yes, L. Picard – yes, J. Blake – yes, K. Jerome – yes, MOTION PASSED.

J. Blake MOVED to leave non-public session at 8:57pm; SECONDED BY: K. Jerome, VOTED: 4-0, MOTION PASSED.

While in non-public session the Board discussed a matter under *RSA 91A:3, III (j) Consideration of confidential, commercial or financial information that is exempt from public disclosure under RSA91-A:5, IV in an adjudicative proceeding pursuant to RSA 541 or RSA 541-A.*

J. Hadler MOVED to seal that portion of the non-public minutes pending additional action; SECONDED BY: J. Blake, VOTED: 4-0, MOTION PASSED.

J. Hadler MOVED that the non-public minutes under RSA 91A:3, III (k), Contract and other Negotiations regarding tuition, be sealed at least until the first Board meeting in January, SECONDED by: J. Blake, VOTED: 4-0, MOTION PASSED.

Under RSA 91:A-III (a) the Board discussed and will continue to discuss, one to two positions. The Board and administration wanted to be sure it was handled the correct way.

The Board discussed reducing the Social Worker position to 25 hours a week and the School Psychologist to 20 hours per week.

S. Bryant spoke to these changes. He feels if they build Tier 2 support, they can manage the flux.

L. Picard advised there is a lot of ebb and flow. There are a lot of variables that can change things.

M. Pouliot explained a lot of the Social Worker position is providing services to families. Parents must agree to accept services and currently they are not. Administration wants to keep the aspect of the position and rework it a little. The Adjustment Counselor is doing some of this, so it is manageable five days a week.

The new Resource Office begins tomorrow. The Winchester School Board and Selectboard have worked with the Winchester Police Department to bring in a Resource Officer. The School will be happy to welcome Eric Pouliot.

J. Hadler MOVED to reduce the Psychologist to a recommended 20 hours per week; SECONDED by: J. Blake, VOTED: 4-0, MOTION PASSED.

J. Blake, MOVED to reduce the Social Worker position to a recommended 25 hours per week; SECONDED by: J. Hadler, VOTED: 4-0, MOTON PASSED.

L. Carey explained the Resource Officer will work one hour per day; for arrival and dismissal. The Winchester Police Department will bill the school for that time.

L. Carey will let David Rice know that the Board approved the Resource Officer.

C. Mayberry advised the bottom line for the proposed budget is \$12,714,729.41; a reduction from last year's previously proposed budget of \$419,045.38.

J. Blake MOVED to approve the bottom line; SECONDED by: K. Jerome, with the understanding that C. Mayberry will recheck the numbers, VOTED: 4-0, MOTION PASSED.

L. Picard advised the Budget Committee would like to know when they will get their budget books. She asked if administration feels they can get the books together by 11/28/23.

L. Carey advised yes. The new budget will be uploaded on Monday.

J. Blake will share that information with the Budget Committee.

C. Mayberry plans to stick with the template from the previous document.

L. Picard added, with the exception of the changes as discussed.

J. Hadler MOVED to adjourn the meeting at 9:23pm; SECONDED by: L. Picard, VOTED: 4-0, MOTION PASSED.

Respectfully submitted,

Peggy Higgins
School Board Secretary