

Municipal Budget Committee

Note: These are the unapproved minutes of the June 7, 2007 MBC meeting

Agenda:

- Election of officers and assignment to school board committees
- Preliminary review of the budget process the District intends to follow
- Preliminary establishment of the MBC calendar
- Sharing of the new Educational Plan/Goals of the District
- Areas of special attention requested to be addressed in the budget presentations

Attendees:

- Chadwick, Dianne - (New London) - Present
- Conway, Joseph (Joe) - (Bradford) - Absent
- Denniston, Brandt - secretary (Springfield) - Present
- Hinnendael, Joanne - Warner - Present
- Koenig, Mike - vice-chair Wilmot - Present
- Lindley, Clark, School Board Representative - Absent (SB Mtg.)
- Nelson, Robert (Bud) - (Sutton) - Absent
- Parkhurst, Robin - (Newbury) - Absent
- Saunders, George - (Warner) - Present
- Snyder, Dan - chair (New London) -Present
- Also attending:
 - Dr. Thomas Brennan - superintendent

Opening:

The regular meeting of the MBC was called to order at 6/7/2007, 7:15 PM in KRHS Room 12 by Dan Snyder.

Approval of Agenda

The agenda was unanimously approved as distributed.

Approval of Minutes

Previously approved via email.

Open Issues

Dianne Chadwick was duly sworn by Dan Snyder.

New Business**Election of officers:**

Dan Snyder elected chair
Brandt Denniston elected secretary
Mike Koenig vice-chair

Assignment to committees:

Dianne Chadwick: HR committee June 14 @6:00 PM room 12 (meets 1st Wed.)
Facilities: Mike Koenig June 11th @ 6:00 PM @ SAU (Meets 2nd Mon.)
Finance & Audit: Daniel Snyder, George Saunders (Irregular meetings)
Transportation: Joanne Hinnendael (Meets 2nd Tue.)

Budget Process and Assumptions Discussion:

Budget process was presented by Dr. Thomas Brennan. It has been used for four years. The guidance has been given by F&A, the eleven questions will be passed out. Three additional SB meetings were scheduled.

Charter

Will distribute a copy of the charter. Dan Snyder asked if there are any challenges to the charter. Dr. Thomas Brennan discussed the status of Charlie Forsberg's challenges. There are

no other challenges.

Guidance

May 24 SB meeting issued challenge of budget no greater 4.4% increase. This includes the collective bargaining agreement. The challenge is to hold the line given the prior spending on MS & teacher salaries. Joanne Hinnendael asks about the continuing cost impact of the old MS. Outing Club will provide fix up the gym floor and the field. Dianne Chadwick asks when the new MS will start and what would be the financial impact of the old MS. Dr. Thomas Brennan explained the timing that is dictated by the weather and he explained the financial impact. Dan Snyder discussed the small revenue benefit of the Outing Club and the new gym floor.

Demographics

Joanne Hinnendael asked about the demographics assumed in the budget and if it had leveled off. Dr. Thomas Brennan explained that there has been a leveling off at the elementary and that the middle school is within a few student band and that this was expected to be the case over the next three or four years with a bubble in the 2008 HS graduation.

Official Final Budget

Brandt Denniston asked for a copy of MS 25 when it is released by DRA. Dr. Thomas Brennan agreed.

Schedule

Dan Snyder indicated that October 2nd will be our first meeting and that we would see what the administration is proposing as their lineup. We will plan on a series of Tuesday meetings. You start with January 12th, the deliberative session and work backward to meet the legal requirements to meet the days required between events and hearings per the RSA.

Education Plan

Dan Snyder indicated that there is an education plan that is the basis for the budget and will assure that we members get a copy of the plan. Dan Snyder explained that the administration has to make sure that they have all the resources to meet that plan. It indicates what we are going to do, how we are going to do it and a measurable outcome. This serves as a challenge to the principals to come before the school board throughout the year and say here is where I am on what I said I was going to do and here is the measurable outcome. Brandt Denniston asked for a copy so that we could get up to speed on it prior to the first meeting. Dr. Thomas Brennan will get an update copy to all members and we are to send any questions to Dan Snyder for consolidation and coordination with the administration.

New MS Tour

June 23rd at 9:00 AM.

Budget Rollup

Dan Snyder discussed the MBC wish to get a better rollup of the key areas of spending so as to give the MBC and board a better perspective of the budget. The principals would like it as well. Brandt Denniston showed Dianne Chadwick what we put together last year. Joanne Hinnendael described how her company does it. Dr. Thomas Brennan mentioned that a candidate for business administrator is very familiar with ADS. George Saunders will give us a presentation on the ADS class he took. Dan Snyder supported the candidate and the SB will vote on his offer tonight.

Areas of special attention:

Spending Categories

Dan Snyder discussed the budget package improvement to gain some level of category so that you can see the history of the categories. This is really a matter of recasting the existing data and not creating any new data. This is just creating a different view.

Human Resource Reports

Brandt Denniston asked for comments from Dianne Chadwick on having a headcount resources presentation and that it usually only comes up in the Q&A without any regular charts on Headcount (HC). Dan Snyder asked that we get a HC analysis with trends to show the fact is that we are usually only adding a single headcount or two. To be able to show headcount by category: staff, teachers, aids, janitorial, etc. Dan Snyder went into the advantages of it to paint a different picture of things than what people might think, that we have been quite static. Joanne Hinnendael comments on the charts she uses when looking at the budget. She looks at the student HC of each school to see where the growth is in each section and will better be able to see the need for an added section as kids move into the district.

Roof Replacement Plan

The other chart Joanne Hinnendael likes to see is the roof replacement plan particularly with the color-coded chart. Dr. Thomas Brennan mentioned that we are building up to the next phase which is in 2009.

Workload Hit

Dr. Thomas Brennan indicated that he is concerned about the direction we are going with these requests in that the administration is struggling with workload and these types of items need to be taken more slowly. George Saunders explains how the ADS system can generate reports, but requires that the modules be used.

Question 11 on Community Funding:

George Saunders wants more explanation with more clarity than has been given in the past. Dan Snyder asked George Saunders to email Dr. Thomas Brennan how to improve upon it to cover the what and where of the outside funding. Dr. Thomas Brennan feels that it will be possible to put together a better package on this. (George Saunders handed out a sample chart summarizing the funding by school.) Dan Snyder asked that the email include a statement of value add of the report. Dr. Thomas Brennan wants the answer to be by school

and not a district wide composite.

Agenda for Next Meeting

- Start of SB presentations of 2008-2009 budget to MBC
- Administrators start presenting their respective areas of responsibility regarding the budget approved by the school board.
- George Saunders will present finding, features and recommendations garnered from the ADS (district's enterprise application resource) class he took this spring)

Adjournment:

Meeting was adjourned at 6/7/2007, 8:22 PM by Dan Snyder. The next general meeting will be at 7:00 PM on October 2, 2007 in KRHS resource center.

Minutes submitted by:
Brandt Denniston, secretary