

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS
Peterborough, New Hampshire**

CONTOOCOOK VALLEY SCHOOL DISTRICT

BUDGET & PROPERTY

October 13, 2015

**SAU Office
6:30 PM**

AGENDA

Committee Members:

Myron Steere, Chair
Janine Lesser
Pierce Rigrod
Dave Martz
Richard Dunning

- 1. Call to Order**
- 2. Approval of Minutes – September 8, 2015**
- 3. Facilities Use Policy Discussion**
- 4. Capital Plan Discussion (3 Plans?)**
- 5. New Payment Policy**
- 6. 2016-2017 Budget Discussion**
- 7. September 2015 Expense Report (available at Meeting)**
- 8. Community Principal Positions**
- 9. Other**
- 10. Non-Public Session: RSA 91-A:3,II (If Needed)**

Facility Use Policy Discussion

Dick Dunning

Tim Grossi

Marian Alese

Met on October 5, 2015.

Options for consideration:

1. No fee for any organization

Each group must provide certificate of insurance

Each group must provide a \$500 deposit

Add line item in budget for Community Use of School Facilities

2. No fee for non-profits, *unless*

Subsidizing a program, then determine fee for use. Insurance and deposit apply.

Fund raisers –if funds are for schools; no fee. Insurance and deposit apply.

Fund raisers – funds are for organization; fee is for incurred expenses (2% of operating costs?). Insurance and deposit apply.

3. For Profit

40/60 split; 50/50 split

Flat fee

Other issues to consider:

- ConVal employee acting as agent of other organization
- Rec department agreements
- Individual staff members (music lessons)
- Sporting and non-sporting events

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September 8, 2015

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6:30 PM

MINUTES

Committee Members:

- Myron Steere, Chair
- Janine Lesser
- Pierce Rigrod
- David Martz
- Richard Dunning

Present: Myron Steere, Richard Dunning, David Martz (7:00 p.m.)

Others: Dr. Brendan Minnihan, Tim Grossi, Marian Alese, John Jordan, Fiona Tibbetts,
Rich Cahoon (7:10 p.m.)

1. Call to Order

Myron Steere called the meeting to order at 6:32 p.m.

2. Approval of Minutes – August 13, 2015

Richard Dunning moved to accept the minutes of August 13, 2015. Unanimous.

3. MS25

Marian Alese reviewed the DOE 25. The unassigned fund balance of \$714,519.75 will be used to reduce the taxes to be raised. It doesn't actually go back to the towns. It reduces the taxes to be raised. Approximately \$500,000 was committed to reserve in March. Now that we have approximately \$200,000 more, the impact may be close to zero with the CVEA contract over 2014/2005. Marian Alese reported that she will know more soon. It depends on average daily membership and equalized valuation.

4. Capital Plan Revision 2015-2021

Myron Steere reported that he has asked Marian to put together a separate capital plan for separate items that are pending School Board approval.

Marian Alese further said that she will pull the bond out of the plan. In addition, some of the items will have a narrative associated with the figures listed. Ms. Alese spoke about technology replacement and student information system costs.

Myron Steere said that the items need to be separated out so they can be voted individually. Some of the items have been front loaded in the plan up until 2018 because building aid will still be available.

The bond is a placeholder with the anticipation that it would be voted in 2017/2018.

Capital Reserves need to be built up so that we can get work done. One example would be the high school parking lot.

5. 2016-2017 Budget Prep Calendar

Conversations about budget assumptions will begin in the coming weeks. Individual school meetings with administrators will begin in October. The first full board presentation will be on Saturday, November 7th. Remaining dates were outlining. District meeting is tentatively scheduled for Saturday, February 6th.

6. 2016-2017 Budget Assumptions

Fixed costs are those that are contractual. Worker's Compensation, unemployment insurance, and transportation are several examples.

Because the CVEA will be negotiating, a 12% member contribution for health insurance is factored. Several options for health plans to avoid the Cadillac tax will be pursued.

Programmatic items include curriculum renewal and a review of specific programs.

Items in process include the CVEA Agreement, final staffing decisions, warrant articles, and the decision to continue the food service contract.

Warrant articles might include not funding additional monies into the Special Education Trust, funding more into the Capital Reserve Trust, and the Health Trust Funds.

Discussion took place about technology and where we are going. Further investments will be needed depending upon the decisions made i.e. BYOB, 1:1 devices etc.

7. CVHS Track Discussion

Tim Grossi reported that the vendor has been selected to work on the high school track. Cost savings for next year might be achieved by purchasing resin materials which are currently down in price over anticipated. Mr. Grossi asked if there was interest in purchasing the resin product now in order to escape the volatility of a price increase. It could be \$4,500 in savings if purchased now. Tim Grossi recapped the project proposal.

David Martz moved to purchase up to \$40,000 of the resin material to pre-buy. Dick Dunning second. Unanimous.

8. Non-Public Session: RSA 91-A:3,II (If Needed)

None.

David Martz motioned to adjourn at 7:50 p.m. Richard Dunning second. Unanimous.

Respectfully submitted,

Brenda Marschok