

**Sanborn Regional School District Budget Committee Meeting
October 3, 2013
Approved Meeting Minutes**

Call to Order: 7:06 PM

Attendance:

Members:	Barry Gluck, Chair	Tom Gasse, Vice Chair
	Beth Ann Scanlon	Paul Brisson
	Dan Dodson (excused, resigned)	Roger Clark
	Patty Stephan	Nancy Ross, School Board Rep.

Administration: Brian D. Blake, Superintendent
Carol Coppola, Business Administrator (excused)

Public Comment: None.

Committee Comment: None.

New Business:

- **Motion:** Review and approve June 18, 2013 meeting minutes (Mr. Gluck)
 - **Second:** Ms. Stephan
 - **Discussion:** none
 - **Vote:** 9-0 Motion passed (Ms. Scanlon abstained as she was not present at previous meeting)

School Board Report (Ms. Ross):

- Short meeting was held 10/02/13.
- Unexpected \$83,000 expense for new elementary school child in the district requiring special education outside the district, which required us to dip into the contingency fund for the first time in many years. Operating on the default budget with no “wobble” room.
- Ms. Ross reported that she and other members of the school board had heard nothing but kudos regarding the district’s response to the weapon incident at the high school on Monday, 09/30/12.
- There was a request to introduce boys’ and girls’ lacrosse teams in the district. The School Board asked for much more information.

Old Business:

- None

New Business:

- Resignation of Mr. Dodson
 - Mr. Dodson submitted a letter of resignation from the Budget Committee effective 09/30/13.
 - Mr. Gluck presented the legal process for filling the newly open position:
 - Article 14 of the SRSD Budget Committee Bylaws reads as follows: “Any vacancies occurring on the SRSD BudCom shall be filled according to the New Hampshire State Statute. Persons appointed to fill vacancies shall serve until the next annual meeting at which time a successor shall be elected to fill the unexpired term or start a new term, as the case may be.”

- NH State Statute 671:33, “Vacancies,” states the following: “Vacancies occurring on the budget committee of a cooperative school district shall be filled by appointment made within 5 days by the budget committee”
 - **Motion:** To nominate a new budget committee member, Allen Felisberto, to represent Newton. (Mr. Gluck)
 - **Second:** Ms. Stephan
 - **Discussion:** Mr. Felisberto has been involved in a huge number of civic organizations, formerly served on the Budget Committee, and is a former administrator at NECCO. He would bring a great deal of experience to the table.
 - **Vote:** 9-0 (Mr. Brisson abstained)
 - Mr. Gluck will write a letter of thanks to Mr. Dodson to thank him for his contributions.
- **Discussion: Raising Public Awareness of the Budget Committee Process and Meetings**
 - *Mr. Clark:* Perhaps more detailed notes can be made available?
 - *Mr. Brisson:* Please consider how much information and how best to share it with the public.
 - *Ms. Scanlon:* Agreed with both points above.
 - *Dr. Blake:* Create short, 5-minute videos on particular aspects of the process? Having no daily paper is a challenge to communication when meetings are not weekly. Example: Dr. Blake wanted to thank public for their support of the district’s response to Monday’s incident, but the cutoff for the paper did not coincide with his ability to time the message.
 - *Mr. Brisson:* People get upset when we arrive at the “flash points” of the budget process.
 - *Mr. Gluck:* The meetings used to be recorded; practice was abandoned within the first year. In the past, once a number was voted on, Budget Committee members made an effort to attend public events and group gatherings (elderly, schools, veterans) to establish a presence.
 - *Mr. Gluck:* Budget Committee role has two parts: up to the point we vote for the number to place in the warrant article, it is not *our* number, it’s the *Administration’s* number. Prior to that point, we can take no position.
 - *Ms. Scanlon:* Can we invite PTO, PTA, and others to the Budget Committee meetings?
 - *Mr. Gluck:* Reach out to community leaders?
 - *Dr. Blake:* School Board meetings are public. Perhaps institute this after the joint School Board/Budget Committee meeting (11/20/13)?
 - *Ms. Ross:* Create notes in bullet point form of the Budget Committee meeting, print, and send to *Carriage Towne News* and share in all District school newsletters? Ms. Ross previously presented the information at PTO, PTA, and even had a tea at her home. Public still showed very little interest.
 - *Ms. Stephan:* Perhaps ask people how and by which mechanism(s) they want to hear about issues, voice their concerns, or contribute feedback.
 - *Ms. Ross:* The public voted us in, we owe it to them to listen to what they have to say.
 - *Mr. Gluck:* Let’s wait until we have a budget timeline.
 - *Ms. Ross:* We need to request how people want to contribute and hear about the issues *before* then. Once we get into the heavy budget season, there is no time to solicit this information.
 - *Mr. Clark:* Selectmen say that they have no idea when our meetings are. Perhaps send them a letter inviting them?
 - *Mr. Gluck:* Has no problem sending letters once we set meeting agendas.
 - *Ms. Scanlon:* Will spearhead this initiative and come up with some suggestions for our next meeting.
 - **ACTION ITEM:** All committee members submit ideas for public participants.

- **ACTION ITEM: Dr. Blake** to create committee email address (budcom@sau17.org) to facilitate centralized receipt of public comments, suggestions, and concerns.
- Review of Budget Process Timeline (posted on Committee page of district web page)
- Schedule Future Budget Committee Meeting Dates
 - Group selected Thursdays to enable us to react to Wednesday School Board meeting decisions.
 - 10/17/13: Budget Committee Meeting
 - 11/20/13: Joint Meeting
 - 11/21/13: Budget Committee Meeting
 - 12/05/13: Budget Committee Meeting
 - 12/12/13: Budget Committee Meeting
 - 12/19/13: Budget Committee Meeting
 - Committee agreed to add additional meeting dates, if needed.

Public Comment: None.

Committee Comment: None.

Schedule Next Meeting: 10/17/13, 7:00 PM, Room 137
Discussion Topic: Code of Ethics

- Motion:** To Adjourn (Mr. Gluck)
- Second: Ms. Stephan
 - Vote: 10-0
 - Meeting Adjourned at 8:13

Respectfully submitted,

Patty Stephan, Secretary