

TOWN OF DEERFIELD, NH  
MUNICIPAL BUDGET COMMITTEE  
George B. White Building  
8 Raymond Road, Deerfield, NH 03037  
6:30pm Tuesday December 20, 2016  
MINUTES

Call to Order 6:30pm

1. Pledge of Allegiance to the Flag

2. Moment of Silence/Prayer

3. Roll Call

Present: James Spillane, Chairman; Bill von Hassel, Vice Chairman; Ian Scott, Kevin Verville, Karen Cote, David Carbone, Troi Hopkins Members; Zach Langlois, School Board Rep Member; Andrew Robertson, Select Board Rep Member

Excused Absence: Steve Giovinelli, Carol Levesque, Members

Also Present: Patty Sherman, SAU 53 Co-Superintendent; Paul Yergeau, DCS Principal; Amber Wheeler, Business Administrator

4. Citizen's Comments

None seen

5. Approval of Outstanding Minutes

**Motion:** K. Verville moves to approve the meeting minutes from Saturday December 3<sup>rd</sup> as written.

**Second:** Z. Langlois

**Vote to approve the meeting minutes from Saturday December 3<sup>rd</sup>. Yay: 10, Nay: 0, Abstained: 0 – Motion Carries.**

6. Old Business

Chairman Spillane states that the Municipal Association advised that the MBC can add a line to the School Budget to keep track of classroom consumables regardless that the School Board voted to not add this line.

Z. Langlois notes that the School Board has not yet passed this budget.

K. Verville makes a point of order that once a governing body has presented their budget to the MBC, that governing body can no longer make changes to the budget. They can suggest changes be made via the

MBC.

Chairman Spillane agrees with this point of order per information from the Municipal Association.

**Motion:** Chairman Spillane moves to add a line to the School Budget to keep track of the classroom consumables funded with \$1.

**Second:** K. Verville

Vice Chairman von Hassel states that he would not be in favor of funding this line for more than \$1.

I. Scott asks if the committee should define what items would belong in this line.

Chairman Spillane states that it is not within the jurisdiction of this committee to define the line.

**Amendment:** K. Verville amends the motion to change the title of the new line from “Classroom Consumables” to “Student Supplies”.

**Second:** Chairman Spillane

K. Verville states that the purpose of the change is to make the intent of the line clear by title since it cannot be done by definition. He believes that there was a misunderstanding on the part of the School Board of the discussion and debate regarding this line item.

T. Hopkins states that her understanding is that the Committee is asking to have the line put in for the supplies that it cannot dictate can be put in that line. She asks for clarity.

Chairman Spillane states that the Committee cannot make a definition for the line.

K. Verville states that the reason for debates and discussion is to make points clear. The School Board has been advised what types of supplies are under consideration. Some in this town believe that direct student services should be fully funded and some that do not. He has not been a strong proponent of adding his line but he is not against better accounting practices and clarity that make it easier to track how much is being spent on items such as replacement light bulbs compared to items that are asked for on the lists that are sent home such as crayons, rulers, folders, and markers.

Chairman Spillane states that he is in support of this line to make it easier to budget. After confusion and reluctance this past year from the School Board to explain where the money from this line was spent he supports this line.

T. Hopkins states that there was no reluctance on the part of the School Board. They offered folders of receipts and members could have reviewed and determined what amounts were spent on which types of items.

K. Verville makes a point of order that this line of discussion is not germane to the amendment discussion

**Vote to change the title of the new proposed line from “Classroom Consumables” to “Student Supplies”. Yay: 6, Nay: 3, Abstained: 0—Motion Carries**

**Vote to add a line to the School Budget to keep track of the student supplies funded with \$1. Yay: 5, Nay: 4, Abstained: 0 – Motion Carries**

Chairman Spillane states that the vote that the School Board took to not provide the Committee with the letters that went home was within their rights. The Committee can request a “right to know” and with it being public information, it would need to be provided. Names can be redacted. A request from one board to another is considered “right to know” and the letters shall be provided with five days with names redacted.

K. Verville states that it seemed during the previous meeting that the School Board was not going to provide the requested items so he filed a personal “right to know” request and within two business days the Superintendent had fulfilled that request. He states that he had brought copies of the letters for the Committee tonight but noticed that in the packet provided by the School Board the letters have been provided. On page 8 there is a letter that went home and it is the only letter that contained any children’s names and the School Board did not redact those fourteen names. He mentions this because of the

reasoning given for not providing the letters earlier wanting to protect the privacy of students which was not done since those names were not redacted. This speaks to the relationship that the School Board has brought to this committee this year. He reads from an email he received from Ms. Patty Sherman, Superintendent, Friday 16<sup>th</sup> December 3:12pm. The email states that the letters requested that were received by Mr. Yergeau are attached and staff reported that they write over the previous year's letter document. K. Verville states that therefore there is not a two-year history. One letter states that there is a rotation through the families to provide needed items such as napkins, sponges and baby wipes. It continues that if it is not possible for the family to contribute otherwise it is requested that the items are supplied within two weeks. K. Verville comments that he doesn't think this makes it sound optional. Another letter states that there is a need for tissues, disinfecting wipes. The teacher states in the letter that they purchase these items themselves (teacher) and other craft supplies at Michael's, Walmart, Ben Franklin as they are not provided for in the school budget and therefore gift cards to these locations are greatly appreciated. A Kindergarten letter states a request for disinfecting wipes, tissues, paper towels, art supplies, Ziploc bags. The first-grade letter states that this year our supplies have been purchased by the school. It continues that if items are needed at a later date, that information will be provided. K. Verville notes that it seems that some of the teachers received information that there was funding for these items this year.

T. Hopkins asks why the Committee is continuing with this line of information.

Chairman Spillane states that it is information that is being given is pertaining to Old Business, the letters, what was contained in the, why there wasn't two years' worth of letters as requested.

K. Verville states that the list on page 17 is very extensive and asks that each student "bring in". Many state, below is a list of supplies that "your child will need to begin the school year". K. Verville states that he does not believe that these sound optional.

T. Hopkins states that although some of the letters may not have used the most appropriate wording she does not believe it is the role of the MBC to dictate the wording. She states that the line has been established and that is the Committee would like to discuss what would be in that line, she would support that. She does not support the continued reading of what is contained in the letters.

Chairman Spillane states that the issue at hand is the \$25,000 that was put in to the budget for funding these items that are requested in these letters.

T. Hopkins reiterates that he understanding is that the Committee cannot dictate what the item are

Chairman Spillane responds that the Committee is permitted to put money in to cover the items but what the Committee didn't have at the time is a definition of what those items are.

T. Hopkins asks if the Committee is discussing putting a definition in place.

Chairman Spillane responds that the Committee is discussing adding the line.

K. Verville makes a point of order that the motion to add the line has been voted on and passed. What is taking place now is Outstanding Open Business which is review of the letters. He states that there is no motion on the floor.

Chairman Spillane states that it is outstanding business because it is information that was requested a while ago. The last information he had was that the School Board had voted to not provide that requested information. They are not permitted to deny a request from the Committee.

A. Robertson states that he believes that members of this Committee have expressed their displeasure and the situation has been remedied. He is unclear why the discussion continues.

Chairman Spillane recounts the legal opinion from the Municipal Association regarding the School Board's refusal to provide an adequate explanation of where the money was spent as School Supplies.

RSA32:16 Section 2 requires that everything the MBC requests that is budgetary and expense in nature is required by law to be provided. Chairman Spillane reiterates that in the future when the MBC makes a

request, it is to be fulfilled.

K. Verville understands that it is the opinion of the School Board that the budget is still a work in progress. He reads from the Bridge (December 2<sup>nd</sup>, 2016), that the School Board has finished their work on the budget and it has been sent over to the who will look at the budget during the month of December. K. Verville states that this makes it appear that the budget was a settled item at least as of December 2<sup>nd</sup>.

Z. Langlois reviews the packet provided by the School Board. Section 6 contains a CBA that was requested in print. Section 5 contains information about NH School Board Association. Section 7 has responses to question posed by the Committee last week.

Z. Langlois states that Deerfield's share of the proposed curriculum position is \$28,258.31. There are four paras at Step 1. There are three para at step 2. Currently 18 para subscribe to dental coverage. A table lists the increase comparison for administration and non-certified non-covered employees over the last past years. There is also included a table with the numbers of students receiving free and reduced lunch. There is a table that show enrollment at DCS over the past five years. Page 2 of Section 7 has an explanation of the in the proposed Para contract regarding percentage required for affordability. That is that the employer with keep the cost of health care below 9.66% of their salary. Since salaries change and health care costs can go up it can change year to year. The School Board asked the DRE if a line can be added in by the MBC. Their response was the same as the Municipal Association. The response about the study from the NH Planning Commission was that they do not have the information that the School Board is looking for. They do not have plans to complete this study and do not have the funds. A list of potential venders for the engineering study is included. The engineering study that was completed for the Pembroke Schools was provided to Chairman Spillane.

Chairman Spillane states that he has emailed the engineering study to the members of the Committee.

K. Verville asks if it is correct to assume that the number of Paras this year will go to the new Step 2 and those on Step 2 this year will move to the new Step 3.

Z. Langlois states that is correct.

K. Verville states at the November 2<sup>nd</sup> School Board Meeting under Executive Board Report, Mr. Jim Deely noted that the Executive Board discussed the proposed position of Director of Curriculum, Instruction, and Assessment as a liaison with the Deerfield Community and High School and would also represent the other school in the district. When there was discussion at the MBC it was asked if there had been any commentary about it. He had spoken out against the position. He states that in the SAU Executive Board minutes from September 8<sup>th</sup>, 2016. In the minutes Section 4C, Ms. Boucher asked if there had ever been consideration of adding a curriculum coordinator. The co-superintendents stated that it had been discussed numerous times. They were then asked to put together a proposal to bring forward to the full board for consideration. There was not much discussion at the School Board meeting on November 2<sup>nd</sup>. The minutes from SAU 53 School Board October 13<sup>th</sup>, Sec 3C states that the Board reviewed the job description and responsibility and several questions were asked. Mr. Driscoll was supportive on the concept but concerned about the budgetary impact. A motion was made by Pat Boucher and seconded by Mr. Deely to include it in the proposed budget. Mr. Deely, Mr. Langlois, and Mr. Oxnard were in attendance and all voted in favor of the position. October 27<sup>th</sup> Section 3C, Dr. Paludi and Ms. Sherman again answered questions. There was a motion made and seconded allowing for citizens to ask questions about the Curriculum, Instruction and Assessment position. Mr. Deely, Mr. Langlois, Mr. Oxnard, and Ms. Tetrault were present at the meeting and all voted to not allow citizens' questions regarding this position. At the November 14<sup>th</sup> SAU Board meeting, there was a motion to remove this position from the budget and Mr. Oxnard and Mr. Langlois voted to not remove the position.

K. Verville refers to the information provided to the Committee about the job description. Deerfield School Board meeting minutes June 1- current show that in the section of Reports there is very little that seems to be reported regarding the Curriculum Review Board. He does not support the position of curriculum coordinator

**Motion:** K. Verville moves to reduce line 174 in the amount of \$27,860.

**Second:** I. Scott

K. Verville withdraws his motion. I. Scott withdraws his second.

**Motion:** K. Verville moves reduce line 001.2321.312.108.000 in the amount of \$27,860 which represents Deerfield's share of the proposed Director of Curriculum, Instruction, and Assessment.

**Second:** I. Scott

A. Robertson states that he believes that because this is a contractual obligation that it will be included in the default budget irregardless.

Chairman Spillane states that he is concerned that there was a vote to not allow citizen's comments.

Vice Chairman von Hassel asks if someone has been hired for this position.

Z. Langlois states that no one has been hired.

A. Robertson makes a point of order that his contractual reference was to the dues required to be paid to the SAU.

Chairman Spillane states that there has been a history of situations where all of the towns had to vote yes on their school's budget had to ask in order for the initiative to go through.

A. Robertson states that his understanding is that the SAU membership cost is contractual and although Mr. Verville is looking at it as a portion that goes towards the curriculum position, when the MBC looks at it as a whole line.

Chairman Spillane states that he will bring the question to the Municipal Association to see if a town can be put into a contractual obligation for employment.

K. Verville states that what Mr. Robertson says is most likely correct. He states this is a bottom line budget and the job of the MBC is to set priorities into the budget that it sends to the voters. His priority is to not add spending at the SAU level. This line has increased each year at an unsustainable rate.

K. Cote states that growing government is at the expense of the students.

Z. Langlois states that the School Board supports this position and believes that it has great value.

**Vote to remove \$27,860 from line 001.2321.312.108.000. Yay: 6, Nay: 3, Abstained: 0 – Motion Carries.**

**Motion:** K. Verville moves to reduce line 159 (001.2310.330.108.000) Contracted Services by \$14,999 to return it to the original \$1 amount.

**Second:** Vice Chairman von Hassel

K. Verville states that at School Board meetings the Building Committee reports from June 1 to present most often state "no report". He comments that the only back-up information that has been provided regarding the building study have been the study from Pembroke, which does show value, and a list of five potential vendors. There is no RFP that has gone out, no proposals that have come in, no cost estimates. He states that he cannot find where the School Board discussed the cost for the study with back-up data. It lacks the back-up date to justify it for this year. He states that there is an anticipated budget surplus this year. Some is suggested to be used towards warrant articles is for the emergency revolving fund (approximately \$190,000), and an amount to be returned to off-set taxes. His opinion is that is the School Board finds that this is a priority that they can find a way to move money around to fund it.

Amber Wheeler, Business Administrator, states that there is an anticipated surplus of \$378,580 to be returned to off-set taxes.

Z. Langlois states that the \$190,000 revolving fund is based on a formula from the DRA.

Ms. Wheeler states that the formula is 2.5% of the year net assessment.

K. Verville makes a point of clarification that this is the maximum amount of money that may be retained.

He states that the School Board has never chosen to retain the full valuation.

Ms. Wheeler states that to the best of her knowledge that is correct.

K. Verville asks that the discussion return to the motion.

Z. Langlois states that the School Board supports this line.

**Vote to remove \$14,999 from line 159 (001.2310.330.108.000) Contracted Services. Yay: 6, Nay: 3, Abstained: 0 – Motion Carries.**

**Motion:** K. Verville moves to reduce line 160 (001.2310.340.108.000) Census \$2,999 to return it to the historical \$1 amount.

**Second:** Vice Chairman von Hassel

K. Verville states that the same arguments apply to this. These two increases are part of the same project and have not been well defined.

Z. Langlois states that his comment is the same before.

**Vote to remove \$2,999 from line 160 (001.2310.340.108.000) Census. Yay: 6, Nay: 3, Abstained: 0 – Motion Carries.**

Chairman Spillane asks if there are any other questions pertaining to the information that Mr. Langlois brought back to the committee.

K. Verville references the Deerfield increase comparison in the provided packet and asks if these salary increases are Deerfield or SAU.

Z. Langlois states that these increases are Deerfield.

K. Verville asks to confirm that there are increases at the SAU level.

Ms. Wheeler states that the SAU salary increases are part of the SAU line.

## 7. New Business

**Motion:** I. Scott moves to reduce line 163 NHSBA dues by \$3,984 bringing the line to \$1.

K. Verville states that if Mr. Scott will reconsider his motion and instead move to reduce the line by \$3,985 to zero out the line, he will provide the second.

**Motion:** I. Scott moves to reduce line 163 (001.2310.810.108.000) NH School Board Association Dues by \$3,985 bringing the line to \$0.

**Second:** K. Verville

I. Scott states that the information that Mr. Langlois has provided about the NHSBA and it has lead him to believe that this board is another piece of government bureaucracy and he doesn't believe the town of Deerfield should be giving the money. They seem to have their own agenda to grow government endlessly. He does not see that they provide any value to the town. This board seems counter to the policy of maintaining local control.

K. Verville states that he does not agree entirely with Mr. Scott's comments. He states that the NHSBA is made up primarily of school administrators and because of that it tends to drive an agenda. The challenge he has with the NHSBA is that the school board looks to the m for model policies which he feels are questionable. An example of one of those policies is one that came in front of the Deerfield School

Board. In bullet point #2 of this policy it states that citizen's comments will be limited to what is on the agenda only. He finds this particularly troublesome because of the way the School Board agendas tend to be. For example, when the Curriculum Coordinator position was brought up it was under Executive Board report so there was no notice of it. Other topics such as PACE, Smarter Balance Assessment, and Common Core come up often under Principal's Report so there is no notice of these topics and they are not on the agenda. The policy continues and states that requests can be made to the Superintendent and the Board may agree to allow these comments and public comment is only limited to the beginning of the meeting. He acknowledges that the Deerfield School Board dismissed many of these aspects of the policy but that this is an example of what comes from and is recommended by the NHSBA. K. Verville states that there was recently another policy that was debated and approved in Candia.

Z. Langlois comments that he is not sure how sample policies that we brought forth by other towns effect our budget. He states that the NHSBA provides sample policies and other services to the School Board. They value the input that provide as well as legal advice when necessary. Based on the motion, he understands what members of the committee feel and think but he feels that reviewing policies that have not been brought up or considered by the Deerfield School Board is irrelevant to the discussion.

K. Verville reiterates that these policies are demonstrative of the type of policies that come from this association and why he opposes its funding.

T. Hopkins states that the job of the committee is to evaluate the presented budget and she hopes that in the interest of time that the committee is able to move forward without extensive discussion on policy.

K. Verville states that the policy that was recommended by the NHSBA and approved by a local town specifically calls for the withholding of information from parents by school staff members.

I. Scott points out that there is no reason why the town of Deerfield should be outsourcing policy to a government bureaucracy. Policies should be driven by the parents and teachers.

Z. Langlois states that sample policies are provided upon request. The NHSBA is an association not a government bureaucracy. He comments that going back and referencing policies that have been considered by other towns or ones that have been considered by the Deerfield School Board and amended to suit our community should be irrelevant.

K. Verville states that with the large increase in the school budget this year it is important to find savings where it is possible. This line is a good place to make some of those cuts.

Z. Langlois states that the Deerfield School Board has been a member of the NHSBA for many years.

K. Verville states that in those year the NHSBA has changed into something different from what it once was.

A. Robertson moves the question.

**Vote to move the question: Yay: 9, Nay: 0- Question is moved.**

**Vote to remove \$3,985 from line 163 NHSBA dues: Yay: 6, Nay: 3, Abstained: 0 – Motion Carries**

**Motion:** K. Verville moves to reduce line 001.2410.110.108.000 Principal's Salary by \$31,694.

**Second:** I. Scott

K. Verville states that often times Deerfield has excellent employees who go into retirement and then when hiring the replacement do so at the same salary or higher.

Chairman Spillane agrees that this is something that has been seen on the town side as well.

K. Verville states that the motion moves this line to \$80,000 which is more than the immediate subordinate, the assistant principal makes. It allows for more than enough salary to be able to fill this position and leaves room for this person to grow. He comments that the principal's salary is not committed to the same pay grade as the teacher's. It is individually negotiated. This reduction would provide a significant savings.

Chairman Spillane asks Mr. Langlois if the School Board had done any comparisons of salaries for

principals at areas schools that have a similar population and K-8 school like Deerfield.

Z. Langlois state that the School Board has not looked at specific pay ranges for this position. They have reviewed the state averages. He feels that to find a candidate for a long-term position that candidate will not come to work for \$80,000.

K. Verville states that the committee passes a bottom line budget and the Board needs to manage to the bottom line. He does not feel that people should be looking at salaries of people who have been principal for 20 or 30 years. He feels that the Board should be looking for a candidate with limited experience or tenure in the position. He believes that it is possible to find a qualified candidate for \$80,000 plus benefits.

Vice Chairman von Hassel asks Mr. Langlois if it would be fair to say that the Assistant Principal would be interested in the job of Principal.

Z. Langlois states that he has not yet seen the list of candidates and the list has not been released yet so he cannot answer that question.

Vice Chairman von Hassel asks if it would be fair to say that if the Assistant Principal moved up to Principal that the pay increase from \$70,337 to \$80,000, a 15% increase, would be a generous raise.

Z. Langlois states that it is a change of position and that comparing the two positions is not appropriate because of vastly different responsibilities. It is not necessarily best practice to pick the greenest candidate as Mr. Verville suggested. As candidates are reviewed the Board feels it is important to find someone with experience and the best way to do that is to find someone who has worked in that position before. He believes that no one will leave a job to take a pay-cut somewhere else. So, if the search is based on finding the least expensive candidate, that is doing a disservice to the town.

Vice Chairman von Hassel states that if there has not been a review into what other area towns pay their principals, it isn't known if it is a pay-cut.

K. Verville states he disagrees about where these candidates come from. He comments that there are teachers who go to school for professional development, increase their salary with advanced degrees, and then some choose to move on to administration. It is very common to go from teacher to assistant principal, to principal, to assistant superintendent (where applicable), to superintendent.

**Vote to reduce line 001.2410.110.108.000 Principal's Salary by \$31,694. Yay: 6, Nay: 3, Abstained: 0 – Motion Carries**

Patty Sherman, SAU 53 Superintendent, points out that reducing the Principal's Salary to \$80,000 would not be a \$31,694 reduction.

**Motion:** K. Verville moves to reconsider the vote on the previous motion.

**Second:** Vice Chairman von Hassel

**Vote to reconsider the vote on the previous motion. Yay: 9, Nay: 0, Abstained: 0- Motion Carries**

**Amendment:** K. Verville moves to amend the reduction to \$13,694.

**Second:** I. Scott

T. Hopkins states that she is not comfortable with the reduction. It is important to have strong leadership in our school. She states that it is very important to have appropriate pay for the person who is in charge of making sure that there is a safe and academic environment for our children. It is important to have top quality people.

K. Verville states that he does not agree. He states that one can argue that a new administrator with enthusiasm could be brought in with an \$80,000 plus benefits.

T. Hopkins states that one can argue that a new administrator with enthusiasm could not be found to run the school in the same manner as someone with experience could.

I. Scott moves the question.

**Vote to move the question. Yay: 9, Nay: 0 – Question is moved.**

**Vote to reduce the line as amended by \$13,694. Yay: 6, Nay: 3, Abstained: 0—Motion Carries**  
K. Verville thanks Ms. Sherman for notification of that number.

A. Robertson asks that the Chair consider limiting some of the commentary that is more philosophical rather than budgetary in nature or choose a time to end this meeting. The meeting has already been an hour and a half with one member speaking for an hour of that time.

Chairman Spillane asks if anyone has a problem ending the meeting at 9pm allowing for 50 more minutes.

T. Hopkins asks that the meeting end sooner. She comments that the default budget is .5% less than the proposed budget.

Chairman Spillane states that the default budget is not under the control of the MBC which limits the committee about what goes into it. There is nothing that stops the committee from bringing forward a responsible budget and less than the default budget. Scrutinizing the budget is what the MBC does. The MBC does not take the default in to consideration.

Chairman Spillane states that he will continue to limit conversation if it goes astray. He sets a limit of no later than 9pm for adjournment.

**Motion:** Vice Chairman von Hassel moves to reduce line 215 (001.2620.600.108.000) Cleaning Supplies by \$7,000.

**Second:** I. Scott

Vice Chairman Spillane states that the \$18,000 that remains in the line more than covers the historical spend of this line.

**Vote to reduce line 215 (001.2620.600.108.000) Cleaning Supplies by \$7,000. Yay: 6, Nay: 3, Abstained: 0 – Motion Carries**

Z. Langlois states that if there are questions for the staff members, they are present and available.

K. Verville asks a question of Ms. Sherman and Ms. Wheeler relative to line 187 Tech Summer.

Z. Langlois states that the additional work is for additional summer services by the network administrator and network assistant and the conversion and maintenance that will be done during the summer.

Ms. Wheeler states that the tech person does not work during the summer so the additional expense is for the assistance to do this work over the summer.

K. Verville states that he is still not clear what the work is that is needed to be done.

Paul Yergeau, Principal of DCS, states that the computers will be reimaged. Software is removed and updates. The computers are moved, and put in place for the next year.

T. Hopkins asks Mr. Yergeau if there are changes being made to Google drive. She recalls discussion from the Curriculum Review Board meeting.

Mr. Yergeau states this is correct.

T. Hopkins states that these changes are also part of the work that needs to be done over the summer.

K. Verville asks Mr. Yergeau what percentage of the work was not completed this past summer.

Mr. Yergeau states that the staff does not allow that to happen and people work extra hours for free to complete it.

I. Scott states that he understands that the reimaging has been taking place for a few years without compensation and asks if this money is to compensate for what has already been happening.

Mr. Yergeau states that in previous years not everything was completed and sometimes the school year would start with work that still needed to be done.

T. Hopkins has questions for Ms. Trottier. She asks about the roles and responsibilities of the paraprofessional. She understands that there are some who are responsible for working 1:1 with students

for special education needs. There are an additional thirteen paraprofessionals that work on a floating basis beyond a 1:1 situation. She wonders if their time is best utilized when they are at the school.

Ms. Trottier states that there is a total of 520 students at Deerfield Community School. 22% or 115 students are coded special education and receive special education services. Out of the 115, 33 are either diagnosed with autism, intellectual disability, or are significantly medically fragile. There is a 1:1 para to work with each of these students. There are 5 regular ed. paras that work in Kindergarten and Preschool. There is also one who is an aide in the library. She states that there are no floaters.

T. Hopkins states that in the budget there are 33 aides but 39 paras are listed.

Ms. Trottier states that it is possible that the 1100 group was not taken out. Under the 1200 account there should be 33 paraprofessionals.

Chairman Spillane asks if there are any other questions for staff members.

K. Verville states that the motions he has made tonight have been well thought out and have supporting documents to justify those motions. He would rather take the time to go through these back-up documents so that people understand what the motivations of these motions are. He appreciates the patience from the majority of the committee while he brings forward with information.

Vice Chairman von Hassel asks Mr. Langlois to speak about the \$11,300 increase in Math Supplies.

Mr. Yergeau states that that the math series has workbooks and that they are able to get a better deal when entering into a multi-year agreement. This is the year that the agreement starts for the replacement workbooks. There is also a Kindergarten Math program that is being piloted.

Chairman Spillane asks how many years the agreement is for.

Mr. Yergeau states that the agreement is for two years.

T. Hopkins states that she is uncomfortable consumable workbooks for Kindergarteners.

Mr. Yergeau states that for the younger grades it is not a workbook it is manipulatives.

K. Verville states that DCS is a Tier 2 PACE school and he asks what money was spent this year in special development both time and money to integrate PACE in to the school and projections for next year and which lines are those monetary amounts put into.

Chairman Spillane asks if Mr. Verville is asking that Mr. Langlois come back with that answer.

K. Verville states that it doesn't matter who the answer comes from or if it comes from a multitude of sources.

Mr. Yergeau responds that there has not been a check written this year towards any expenses associated with PACE. No materials have been purchased. Professional Development is based around conversations that happen at the grade level. Teachers are having conversations about how best to assess students, how to improve themselves as instructors. These are happening after school on their own time. DCS has a weekly staff meeting. A lot of school districts have a staff meeting only a once a month. Without charge we have had consultation with the Center of Collaborative Education (CCE). This has been through state funds.

K. Verville states that there is professional development time associated with becoming proficient in performance assessment competency education. He asks if anyone has attended or plans to attend workshops for this.

Mr. Yergeau responds that teachers have gone to workshops but that they have been covered by CCE.

K. Verville states that it is his understanding that the initiative of PACE is to reduce the amount of Smarter Balance testing and replace it with locally developed assessments that are then approved by the state. His opinion is that if teachers are attending these workshops rather than other types of workshops than that creates a cost associated with PACE. He states that based on what he hears at School Board meetings that creating these assessments is putting a lot of work on the teachers to create rubrics, questionings, to validate it and have the state approve it. That will consume an incomprehensible number

of hours to appease the state rather than being able to concentrate on teaching.

Mr. Yergeau disagrees and states that it is not being done to appease the state. Teachers are creating performance assessments and are using them. It only is approved by the state when used to compare student's growth to other students. Performance assessments are being created to measure individual student's growth.

K. Verville states that he believes it is the intent of the school to become a Tier 1 School.

Mr. Yergeau states that this has not been decided yet in fact there is very mixed feeling about it.

Chairman Spillane asks that Mr. Verville provide an email to him with what questions he would like answered.

K. Verville states that line 54 Instructional Equipment has a 100% increase and asks if that be addresses at the January 3<sup>rd</sup> meeting.

Steve Jamele and Penny Touchette are working at putting the budget worksheet online. He does not have the cost comparison for the Dodge Interceptor police car.

They have had some discussion with advisors about utility valuation and they are waiting for the supreme court case. IT has been a while since utilities have been revaluated. It has been suggested that funds be allocated for a revaluation. Jan is not here but the understanding is that the DRA would look for the MBC to make recommendations relative to this. He will ask that Jan provide that information.

Chairman Spillane states that he will distribute it when he gets it,

K. Verville states that there as an outstanding question with regard to Road Maintenance and/or Reconstruction. He asks if there has been any further discussion about a warrant article pertaining to this.

A. Robertson states that it was brought up at the last Select Board meeting but there wasn't any further discussion.

K. Verville asks that there be a request made for the Highway Agent to be present at the next MBC meeting on January 3<sup>rd</sup> and have him first on the agenda. He states that he will send a list of questions to the Chair and he can forward them on to MR. Robertson and the Highway Agent.

Chairman Spillane agrees and states that he can be at the beginning of Old Business.

## 8. Citizen's Comments

Ms. Harriet Cady states that last week she asked Mr. Deely what PACE was and his response was that two students are sent to it. She says that what she is hearing this week is different so she thinks that it is incumbent upon the school to write up about what is PACE. IS it something they are planning on testing or is it what Mr. Deely said that we send two students to Allenstown and we may be increasing that program. Regarding demographics, she would like a list of the questions they want to know which she can then put to her expert and see how many she can get answers for without paying for it. She asks what is the cost associated with sending a bus to the after-school program. She asks if it is a cost for the parents or the taxpayers. She listens to public radio and she has heard three different commercials paid for by the School Board Association and since it is taxpayers that pay the dues for the association, she wants to know what we are paying for sponsorship of a radio program. She asks what the revenue is for the Preschool program. The school was built for 500 students. Eight classrooms and a cafeteria has been added. At one point, we had 587 students. Now there are 517 students. When it was built, there wasn't Kindergarten or Preschool. If you take those two groups away, we still haven't reached the original capacity. She wants to know why we are considering building when there are eight more classrooms.

Z. Langlois replies that PACE shows up in to different places. There are performance assessments. There

is also a public charter school that is referred to as PACE. There are currently three busses that are sent to the after-school program. They are three of the seven busses that the school contracts. It is just an extra stop for the busses. There is no extra charge. Revenue for the Preschool program needs to be looked into. School capacity in 1989 was 58,500 square feet for 537 students at 90% utilization. Today's standards call for 376 students 58,500 square feet at 90% utilization.

Mr. Yergeau states that he has a copy of the current standards that he will provide to Ms. Cady. He states that it is from the book provided by the Department of Education.

Z. Langlois states that the current 70,015 square feet at 90% capacity allows for 450 students.

#### 9. Adjournment

**Motion:** K. Verville moves to adjourn

**Second:** I. Scott

**Vote to adjourn: Yay: 9, Nay: 0, Abstained 0: - Motion Carries**

*Next Meeting: Tuesday January 3<sup>rd</sup>, 2017 at 6:30pm*