

**Hopkinton Budget Committee Minutes**  
**Wednesday, January 9, 2013 Minutes**  
**Hopkinton Town Hall**

**Members present:** Janet Krzyzaniak, Karen Irwin, Tom O'Donnell, Ken Traum, Michael Montore, David Luneau, Terry Quinn, Tom Congoran

**Absent:** Lance Whitehead, David O'Keeffe, Jim O'Brien

1. Karin Irwin opened the meeting at 5:35 p.m. The meeting began with the review and approval of the 12/19/13 meeting minutes. Karen Irwin proposed a few amendments to the minutes. Following the amendments Ken Traum started a motion, to accept the minutes, that was seconded by David Luneau. All were in favor.
2. David Luneau gave an overview of the following PowerPoint presentation:
  - Superintendent presents budget to School Board
  - Zero-based (maintenance uses three-year rolling average)
  - Meeting objectives throughout the District
    - One section of full day Kindergarten, tuition-based
    - Supports for literacy and numeracy
    - New math curriculum
    - Address staffing as smaller grades enter middle school
    - Technology in the hands of students (BYOD and laptops/tablets)
    - School Safety improvements

**School Board budget meetings: December 11**

- Review of projected revenues
- Review of 2011-12 audit report – GAAP fair and accurate
- Report by the District Treasurer and reauthorization of school district investment policy
- Board directs Superintendent to present tiered reductions of \$100K, \$400K and \$700K, and determine impact to

- Programs and Staff
- Meeting core objectives
- Efficiency of operations

**School Board budget meetings:** December 18

- Recommendation of further reductions to supply lines, building maintenance, health care compliance and food service
- Applies any LGC “refund” to general fund
- Accelerate some safety improvements into FY13 (this year)
- Limit budget increase to mandated special education and retirement system obligations
- Board adopts budget

**FY14 District Warrant Summary**

- FY14 Operating Budget of \$17,640,137
  - Increase of 2.69% (FY13 increase was 2.89%)
- Collective bargaining agreement with support staff (HESS)
  - Tentative agreement pending ratification
- General Contingency Fund
  - \$50,000 (reduction of \$25K)
- Repair and Maintenance Trust Fund
  - Add \$50,000 from FY13 end-of-year surplus (last year \$25K)
- Vehicle Capital Reserve Fund
  - Add \$10,000 from FY13 end-of-year surplus (last year \$10K)
- Health Insurance Expendable Trust Fund
  - Add \$10,000 from FY13 end-of-year surplus (last year \$15K)
- Special Education Expendable Trust Fund
  - Add \$1 from FY13 end-of-year surplus (last year \$0)

- FY14 Operating Budget

**Operating Budget of \$17,640,137**

- Increase of \$462,469 (2.69%)
- Costs for programs/services and facility maintenance
- Teachers: contractual salary and benefits per HEA CBA
- Support Staff: current wages and benefits per HESS CBA
- Custodians: contractual per the Teamsters CBA
- Non-union staff: salary adjustment/merit pool of 2.6%
- Up to \$750K in federally funded special projects
- FY14 Operating Budget

**Budget Considerations – educationally sound and financially responsible**

- New Hampshire Retirement System \$269K
- Special Education Services \$186K
- Equipment and Technology \$55K
- Math curriculum K-7 \$40K
- Elimination of Drivers Ed (\$75K)
- Reduction in heat/electricity (\$20K)
- Teachers (2+) and Support Staff (2-3) reductions

**Revenue Picture – a conservative approach**

- LGC “refund” \$90K
- Increase in catastrophic aid \$54K
- Increase in tuition \$13K
- Reduction in State Adequacy Grant (\$179K)
- Elimination of Drivers Ed (\$75K)

- Reduction in State school building aid (\$12K)

### **Educational Program changes**

- New Math Curriculum K-7
  - Program in evaluation this year
  - Commitment to grow/support STEM
- Software programming course for grades 10-12
  - Support for beginners through advanced
  - Project oriented – students develop an Android app
- Technology in the hands of students
  - Expanded access to tablets/laptops at MSS and HMHS
  - Support growth in BYOD users

### **Collective Bargaining Agreements**

- Support Staff Contract (HESS) – Pending Ratification
  - Current CBA runs through 6/30/2013
  - Negotiations have been ongoing since May
  - Operating budget contains no salary increases, COLA or Evergreen Costs
  - Pending ratification by membership and School Board
- Teachers (HEA) runs through 6/30/2014
- Custodians (Teamsters) runs through 6/30/2014

### **Other Warrant Articles**

#### **Contingency**

- Proposed \$50,000 (this equals 0.28% of the budget)
- Any unused amount returns as end-of-year surplus
- Any use would require School Board approval

- Most conservative approach to accommodate uncertainties

### **Repair and Maintenance**

- Proposed transfer of \$50,000 from FY13 end-of-year surplus
- Current balance ~ \$195K
- Projects planned for FY13 and FY14 totaling \$150K
  - HMS Boiler replacement expected to receive a grant covering 60% of the cost
  - Flooring, telephone/telecom system
- For purpose of timely addressing major equipment repair/replace

### **Vehicle Capital Reserve Account**

- Proposed transfer of \$10,000 from FY13 surplus
- Current balance ~\$15K
- Possible vehicle purchase this/next year to meet out-of-district special education transportation requirement

### **Health Insurance Capital Reserve Account**

- Proposed transfer of \$10,000 from FY13 surplus
- Current balance \$65K

### **Special Education Trust Fund**

- Proposed transfer of \$1 to secure question on the warrant
- Current balance \$170K (may have to use some in FY13)

### **Estimated Tax Impact**

- Total appropriations increase by \$457,470
  - Includes everything except HESS contract
  - Last year it was \$631,122
- Reduced revenues from State, LGC refund for next 2-3 years
  - State adequacy grant will drop
  - Targeted end-of-year fund balance to reduce taxes \$270K

- Estimated tax impact of \$0.87/1000
- Includes Local and State tax rates, no HESS contract
- Estimated impact last year was \$0.97/1000
- All Things Considered
- Hopkinton “makes the grade” for an average cost
  - Cost per pupil remains in line with the average of all districts in New Hampshire, with more than a third of all districts spending more per student (Source: NH DOE 2011-12)
  - 90% of recent graduates plan on attending 2- or 4-year colleges
  - Highest “promotion power” rate in NH according to the Alliance for Excellent Education
  - Consistently ranks among the top public schools
  - Consistently receives Blue Ribbon awards for volunteerism
- 3. Steven Chamberlin, Superintendent of Schools, reviewed the Hopkinton School District 2013 – 2014 Budget Information Packet with the Budget Committee.

**The following FY 14 topics were reviewed:**

Major Increases - (operational and revenue)

Major Decreases

Function codes:

Regular Educational Programs (1100s)

Special Education Programs (1200s)

Vocational Programs (1300)

Other Instructional Programs (1400)

Guidance Services (2120)

Health Services (2130)

**STUDENT AND STAFF SERVICES:**

Psychological Services (2140)

Speech Pathology Services (2150)

Physical and Occupational Services (2163)

Improvement and Instruction Services (2210)

Media and Technology Services (2222 and 2225)

School Board Services (2310)  
Office of the Superintendent (2320, 2332, 2511, & 2515)  
Office of the School Principal (2410, 2490)

**BUILDING AND TRANSPORTATION**

Maintenance of Buildings (2600)  
Pupil Transportation Services (2700)

**FACILITIES ACQUISITION/CONSTRUCTION, DEBT SERVICE & SPECIAL REVENUE FUNDS**

Debt Service (5100)  
Other Funds (5200)

Mr. Chamberlin discussed the Proposed Hopkinton School District Warrant Article Summary 2013 – 2014 with the Budget Committee: Articles II, III, and V through X.

The Budget Committee request the following items from the School District:

Special Education spreadsheet line by line of line of expenses and revenue  
Breakdown of transportation and special education transportation

**Public Forum:**

4. Allita Paine made a suggestion that taxpayers should be informed that they would not be supporting all cost of the increase in special needs transportation in the proposed budget, it would be balanced by state and federal aid.

She also mentioned that on page 48, the cost per pupil can be scary in Hopkinton (\$14, 093 2010-2011). Hopkinton is just a little higher than the state average of \$12,775.00.

Mr. Montore made a motion to adjourn at 8:13pm. Terry Quinn seconded the motion to adjourn, all were in favor.

Respectfully submitted:

Simeon Marklin