

**BROOKLINE SCHOOL BOARD
JANUARY 10, 2019
MEETING MINUTES**

A regular meeting of the Brookline School Board was conducted on Thursday, January 10, 2019 at 6:02 p.m. at the Captain Samuel Douglass Academy.

Matthew Maguire, Chairman, presided:

Members of the Board Present: Kenneth Haag, Vice Chairman
 Alison Marsano, Secretary
 Rebecca Howie
 Erin Sarris

Members of the Board Absent:

Also in Attendance: Andrew Corey, Superintendent
 Gina Bergskaug, Assistant Superintendent
 Kelly Seeley, Business Administrator
 Kristen Maher, Assistant Business Administrator
 Dennis Dobe, Principal, Captain Samuel Douglass Academy
 Daniel Molinari, Principal, Richard Maghakian Memorial School
 Linda Chomiak, Chair, Hollis Finance Committee
 Brian Rater, Hollis Finance Committee
 Steve Russo, Hollis Finance Committee

AGENDA ADJUSTMENTS - None

CORRESPONDENCE/RESIGNATIONS/NOMINATIONS

Superintendent Corey informed the Board of receipt of a Citizen's Petition, which reads:

“Shall we adopt the provisions of RSA 32:5-b, and implement a tax cap whereby the governing body (or budget committee) shall not submit a recommended budget that increases the amount to be raised by local taxes, based on the prior fiscal year's actual amount of local taxes raised, by more than two percent (2%).”

Superintendent Corey noted the need for a separate Public Hearing for the Petition. A date is being worked out; State law requires the hearing be conducted at least 15 days but no more than 30 days before the vote on the question. The Board was given a communication from legal counsel (copy attached) providing clarifications on the tax cap and the Petition itself.

Vice Chairman Haag stated his understanding, regardless of the dollar amount/percentage the legislative body (those voting at the Deliberative Session) votes to establish for the tax cap, even if adopted, at any subsequent meeting, a simple majority of votes (legislative body) can override, subject to a 10% limitation.

Superintendent Corey provided the example of the City of Manchester who prepares three budgets; tax cap budget, default budget, and proposed budget. Those are the discussion points at the Public Hearing and Deliberative Session. The Legislative body determines which number goes before the voters as a proposed budget. The default budget would also be identified.

Superintendent Corey noted, if approved, the tax cap would impact next year's budget season.

PUBLIC INPUT - None

DISCUSSION

- Default Budget

The default budget is the amount of the same appropriations as contained in the operating budget authorized for the previous year, reduced, and increased, as the case may be, by debt service, contracts, and other obligations previously incurred or mandated by law, and reduced by one-time expenditures. The proposed budget is \$97,049 below the default budget.

Superintendent Corey noted the [agenda](#) packet included three pieces of information regarding the default budget; FY20 Default Budget Summary, which is an overview of the default budget, FY20 Default Budget - Reasons, which provides a comprehensive breakdown of the default budget outlining all of the costs, and FY20 Default Budget - Detail, which is a line-by-line accounting of the items included within a default budget.

Superintendent Corey noted, at its recent meeting, the SAU 41 Governing Board awarded the transportation contract to Hollis Transportation. When the Board last met to work on the proposed budget, an actual cost for transportation was not known.

Highlighting significant drivers of the budget increase, Superintendent Corey spoke of costs associated with special education (\$312,728.43 increase) which are mandated and coincide with a student's IEP. The rate increase for the New Hampshire Retirement System (NHRS) resulted in an increase of \$60,235.60. Health and Dental insurance, which is part of the Collective Bargaining Agreements (CBAs) has increased by \$77,753.83. The number of retirees entitled to a benefit has an associated cost of \$84,258.40. Transportation costs increased by \$67,083.16. Of those, the three there is little to no control over are costs associated with special education, the NHRS, and health and dental.

- Kindergarten Warrant Update

A kindergarten committee was formed nearly a year ago; chaired by Principal Molinari and comprised of approx. 10 representatives from a variety of roles within the community. The committee reviewed the option of offering a full-day kindergarten program. The District currently offers a half-day program, which is the State requirement, and a parent-paid second half of the day.

The State is now funding that second part of the day with an additional \$1,100/student, which represents a partial cost. The Administration felt, with that additional funding, it prudent to consider the option of an all-day kindergarten program. The committee did extensive work.

The original intent was for 2 paraprofessionals who would be dedicated to kindergarten. During discussions, the decision was reached to remove those positions, and offer the same structure currently

offered with the parent-paid component. In future years, if the budget picture improves, consideration could be given to adding para-professionals.

The Warrant Article is very complex as it contains a revenue component. It is important to understand the additional cost associated with a full-day program is \$42,835, and although the expected State funding is \$71,500 (\$1,100/student; expected enrollment of 65), the current revenue stream of \$168,750 (parent-paid second half) would be lost. The net effect to the taxpayer is \$140,085. The desire is to ensure voters have a clear understanding of the fiscal impact of the article.

PUBLIC HEARING

MOTION BY MEMBER HAAG TO RECESS UNTIL THE CONCLUSION OF THE PUBLIC HEARING ON THE PROPOSED FY20 BUDGET

MOTION SECONDED BY MEMBER HOWIE

MOTION CARRIED

5-0-0

The Board recessed at 6:26 p.m.

The Board reconvened at 9:00 p.m.

DELIBERATIONS

- To see what action the Board will take regarding the proposed FY20 Operating Budget and subsequent Warrant Articles

Article 2

To see if the Brookline School District will vote to approve the cost items for the second year of a two-year collective bargaining agreement reached between the Brookline School Board and the Brookline Teachers Association for the 2018-19 and 2019-20 school years, which calls for the following increase in professional staff salaries and benefits at the current staffing levels:

<u>Fiscal Year</u>	<u>Estimated Increase</u>
2019-20	\$143,563

*and further to raise and appropriate a sum of **\$143,563** for the second fiscal year (2019-20 school year), such sum representing the additional costs attributable to the increase in professional staff salaries and benefits required by the new agreement over those that would be paid at current staffing levels*

MOTION BY MEMBER MARSANO TO RECOMMEND ARTICLE 2 AS PRESENTED

MOTION SECONDED BY MEMBER SARRIS

MOTION CARRIED

5-0-0

The Finance Committee recommends the Article 3-0-0

Article 3

To see if the Brookline School District will vote to implement a Full-Day Kindergarten Program at Richard Maghakian Memorial School starting with the 2019-2020 school year, and to raise and appropriate the sum of \$140,085 (Gross Budget) for the purpose of funding the additional operating costs of the program. Estimated revenues of \$1,100 per full-day Kindergarten student is expected to offset the cost. It is anticipated that 65 students will be enrolled for total revenues of \$71,500. Defeat of this article will have no impact on continuing the Kindergarten program currently in place.

If this article passes, the General Fund Operating Budget will decrease by \$97,250 and the General Fund Revenues will also decrease by \$97,250, which represents the revenue sources related to the Kindergarten program currently in place that will not be available if Full-Day Kindergarten passes; the cost of operating Full-Day Kindergarten will be included in the operating budget in future years.

*Additional cost of new full-day program: \$42,835
Expected State funding: \$71,500
Current funding: \$168,750
Revenue difference: \$97,250
Net effect to the taxpayer: \$140,085*

**MOTION BY MEMBER MARSANO TO MOVE ARTICLE 3 TO THE WARRANT
MOTION SECONDED BY MEMBER HOWIE
MOTION FAILED
0-5-0**

Article 3

*To see if the Brookline School District will vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling **\$9,676,491**. Should this article be defeated, the default budget shall be **\$9,773,540** which is the same as last year, with certain adjustments required by previous action of the school district or by law or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only.*

**MOTION BY MEMBER HAAG TO RECOMMEND ARTICLE 3 AS PRESENTED
MOTION SECONDED BY MEMBER HOWIE
MOTION CARRIED
5-0-0**

The Finance Committee recommends the Article 3-0-0

Article 4

*To see if the school district will vote to raise and appropriate a sum of up to **\$50,000** from the June 30 unassigned fund balance available for transfer on July 1, 2019 to be added to the previously established SPECIAL EDUCATION EXPENDABLE TRUST FUND. No amount to be raised from taxation.*

**MOTION BY MEMBER MARSANO TO RECOMMEND ARTICLE 4 AS PRESENTED
MOTION SECONDED BY MEMBER HOWIE
MOTION CARRIED
5-0-0**

The Finance Committee recommends the Article 3-0-0

Article 5

*To see if the school district will vote to raise and appropriate a sum of up to **\$50,000** from the June 30 unassigned fund balance (surplus) available for transfer on July 1, 2019 to be added to the previously established SCHOOL FACILITIES MAINTENANCE FUND.*

**MOTION BY MEMBER HOWIE TO RECOMMEND ARTICLE 5 AS PRESENTED
MOTION SECONDED BY MEMBER SARRIS
MOTION CARRIED
5-0-0**

The Finance Committee recommends the Article 3-0-0

Article 6

*To see if the school district will vote to establish a contingency fund for the current year for unanticipated expenses that may arise and further to raise and appropriate a sum of up to **\$50,000** to go into the fund. This sum to come from the unassigned fund balance (surplus) available for transfer on July 1, 2019.*

The Board amended the “up to” amount from \$50,000 to \$25,000

**MOTION BY MEMBER HAAG TO RECOMMEND ARTICLE 6, AS AMENDED
MOTION SECONDED BY MEMBER MARSANO
MOTION CARRIED
5-0-0**

The Finance Committee recommends the Article 3-0-0

Article 7

*Shall the voters of the Brookline School District adopt a school administrative unit budget of \$1,719,314 for the forthcoming fiscal year in which **\$302,679** is assigned to the school budget of this school district? This year’s adjusted budget of \$1,691,711 with \$297,806 assigned to the school budget of this school district, will be adopted if the article does not receive a majority vote of all the school district voters voting in this school administrative unit.*

**MOTION BY MEMBER SARRIS TO RECOMMEND ARTICLE 7 AS PRESENTED
MOTION SECONDED BY MEMBER HOWIE
MOTION CARRIED
5-0-0**

The Finance Committee recommends the Article 3-0-0

Article 8

To see if the school district voters will authorize the Brookline School District to access future year state and federal Special Education Aid funds in the event that special education costs exceed budget limitations.

**MOTION BY MEMBER HAAG TO RECOMMEND ARTICLE 8 AS PRESENTED
MOTION SECONDED BY MEMBER MARSANO
MOTION CARRIED
5-0-0**

APPROVAL OF MINUTES

Brookline School Board[December 19, 2018](#)

The following amendments were offered:

- Page 3, Line 24; insert “rules were” following “if”
- Page 4, Line 9; replace “contradictive” with “contradictory”
- Page 12, Line 22; correct spacing following “1”

**MOTION BY MEMBER SARRIS TO ACCEPT, AS AMENDED
MOTION SECONDED BY MEMBER HOWIE
MOTION CARRIED
5-0-0**

ADJOURNMENT

**MOTION BY MEMBER MARSANO TO ADJOURN
MOTION SECONDED BY MEMBER HOWIE
MOTION CARRIED
5-0-0**

The January 10, 2019 meeting of the Brookline School Board was adjourned at 9:53 p.m.

Date _____

Signed _____

Date: January 10, 2019
To: Brookline School Board
From: Andy Corey, Superintendent
Re: Information/Clarification from Attorney O'Shaughnessy on citizen's tax cap petition

Two things. First, the word hereby below should be "whereby". Second, you will need to hold a second public hearing on the tax cap petition article because the law requires you to post a notice of the hearing in at least 2 public places and in a newspaper at least 7 days prior to the date of the hearing. Additionally, the hearing must be held at least 15 days but no more than 30 days before the vote on the question. Let me know if you need any help with calendaring this. The statute is copied below: **RSA 32:5-c** Adoption of Local Tax Cap. –

- I. The provisions of RSA 32:5-b may be adopted by any local political subdivision of the state whose legislative body raises and appropriates funds through an annual meeting. A 3/5 majority of those voting on the question shall be required to adopt the provisions of RSA 32:5-b. Only votes in the affirmative or negative shall be included in the calculation of the 3/5 majority.
- II. The question shall be placed on the warrant of the annual meeting by the governing body or by petition under the procedures set out in RSA 39:3 or RSA 197:6.
- III. A public hearing shall be held by the local governing body on the question at least 15 days, but not more than 30 days, before the question is to be voted on. In multi-town districts, a public hearing shall be held in each town embraced by the district, none of which shall be held on the same day. Notice of the hearing shall be posted in at least 2 public places in the town and at least 2 public places in each town of multi-town districts, and published in a newspaper of general circulation at least 7 days prior to the date of the hearing.
- IV. The wording of the question shall be: "Shall we adopt the provisions of RSA 32:5-b, and implement a tax cap whereby the governing body (or budget committee) shall not submit a recommended budget that increases the amount to be raised by local taxes, based on the prior fiscal year's actual amount of local taxes raised, by more than _____ (insert either a fixed dollar amount or a fixed percentage)?"
- V. Voting on the question shall be by ballot, but the question shall not be placed on the official ballot used to elect officers, except in the case of a legislative body that uses an official ballot form of meeting under RSA 40:13 or under a charter adopted pursuant to RSA 49-D. Polls shall remain open and ballots shall be accepted by the moderator for a period of not less than one hour following the completion of discussion on the question. If a 3/5 majority of those voting on the question vote "yes," RSA 32:5-b shall apply within the local political subdivision beginning with the following fiscal year and for all subsequent years until it is rescinded as provided in paragraph VI.

Can a citizen's petition be changed? How is it dealt with in subsequent years?

Yes, by law the legislative body can amend the wording of the question with respect to the percentage. It can be changed to either a fixed dollar amount or a fixed percentage. The deliberative session determines the ultimate number by a simple majority vote.

Additionally, even if adopted, the legislative body at any subsequent meeting can vote by a simple majority to override the tax cap and increase or decrease the budget, subject to the 10% limitation if you have a budget committee. In other words, the tax cap does not limit the voter's authority to increase or decrease the amount in the budget at the deliberative session.