

Call to Order: The meeting was called to order at 6:08 PM. Present: School Board Members Joseph Saulnier, Janice Arsenault, Michelle Couture, and Beth Paris (6:37 PM); Superintendent of Schools Tina McCoy; Business Administrator Marjorie Whitmore; Curriculum Coordinator Michael Whaland; Raymond High School Principal Steve Woodward; Iber Holmes Gove Middle School Principal Bob Bickford; Lamprey River Elementary School Principal Laura Yacek; Student Services Director Scott Riddell.

Proof of Posting: It was noted that the meeting was properly posted.

Pledge of Allegiance: All those in attendance stood and recited the Pledge of Allegiance.

Overnight Field Trip Request: IHGMS 8th Grade Class Advisor Tracey Norris and students Payton Hartlen, Lydia Cramer, and Brady Mathieu discussed the proposal for their class trip to Washington D.C., April 30 - May 3, 2019. They discussed the sites they are looking forward to seeing and how it fits into their curriculum. Fundraising will be taking place to help offset the cost of the trip. MOTION: Michelle Couture moved, seconded by Janice Arsenault, to approve the overnight field trip request. Voted unanimously in the affirmative.

2019-2020 Budget Work Session - Department Presentations: Dr. McCoy and Mrs. Whitmore reviewed some of the documents provided to the School Board this evening, including the key objectives during the preparation of the proposed budget and the initiatives that would be presented during the budget presentations. She noted the following correction to the *Summary by Department*: the School Board target listed on the original *Summary by Department* is not the correct target. The Board received an updated *Summary by Department* sheet with the following revised targets:

Target with a 3.5% increase:     \$25,555,966

Target with a 4% increase:       \$25,679,425

Mrs. Whitmore reviewed the Budget Development Record of Adjustments. During discussion:

- A correction was noted to the Budget Development Record of Adjustments: "Life Insurance" should be "Dental Insurance"
- Mrs. Arsenault asked if removing the para-educator positions from the budget would put the District out of compliance. Dr. McCoy stated that due to changing needs of students, the District would not be out of compliance.
- Mrs. Arsenault asked why the elementary school health insurance was a different amount than the middle school health insurance. Mrs. Whitmore stated that they were estimated based on scenarios at each school.
- Mrs. Saulnier stated that right now, about 75% of employees have benefits right now. Mrs. Arsenault stated she's concerned that we're overestimating what can be taken out.
- Mr. Saulnier asked if health insurance was estimated in the budget last year or if it was actual. Dr. McCoy stated she would need to confirm that, but she believes that the budget was prepared with the highest possibility calculated.
- Mrs. Arsenault asked what the stipends represent that were decreased in the Tier 1 cuts. It was noted that the principals will have this information during their individual presentations.
- Mrs. Whitmore stated that the Tier 3 reduction includes a special education case manager position at the high school. The dollar value of this reduction is \$102,194.

Dr. McCoy reviewed the budget initiative, and she stated that the priority among the initiatives would be the Math Interventionist at LRES and IHGMS.

Curriculum, Instruction, and Assessment: Mr. Whaland reviewed the proposed budget for Curriculum, Instruction and Assessment. During discussion:

- The mentor stipend is used to pay for teachers who serve as mentors for new teachers.

Student Services: Mr. Riddell reviewed the proposed budget for Student Services. During discussion:

- Mr. Riddell distributed updated documents: *Out of District Placement Annual Costs* and *Contracted Services*.
- Mrs. Whitmore confirmed that the two positions that are being eliminated are reflected in the lines.
- Mrs. Arsenault asked why the MS aides salary line increased. She asked for clarification as to what exactly makes up the \$461,427 at the elementary school. Mrs. Whitmore stated that there were 32 open positions, 2 were eliminated, resulting in \$461,427.
- Mr. Saulnier asked why, if 30 positions were budgeted the current year at \$471,073, how come the proposed budget is lower? Dr. McCoy stated that turnover during the year, resulting in different salaries, could cause the discrepancy. Mrs. Whitmore stated that six of those positions are also estimated, not actual. Dr. McCoy will provide the Board with a breakdown of what makes up the special education aides salary at each of the schools.
- Mrs. Couture asked if health care in general is estimated based on the recommendation from SchoolCare. Mrs. Whitmore stated yes, at 10%.
- Mrs. Arsenault asked if speech services are still being recruited in-house before contracting services. Mr. Riddell stated that yes, that's ongoing to try to hire employees to be part of the District.
- The RHS YEES worker is reflected in the special education budget at 70%. No other YEES worker is reflected in the special education budget because they are funded elsewhere. The RHS YEES worker currently works with 7 identified students.
- The increase to behavior technicians is IEP driven and is based on student need.
- The 3% increase to out-of-district placement schools is an estimate.
- The general supply lines were reallocated within the general supplies section.
- Mr. Saulnier asked if the para-educator positions that are being presented to be eliminated are needed in this budget. Mr. Riddell stated that he knows that the special education department can work more efficiently and that the positions can be eliminated accordingly.
- Mr. Saulnier asked why the middle school has larger caseloads than the high school. Mr. Riddell stated that by the time they reach high school, many students have learned a lot of skills and they're discharged. As the curriculum becomes more challenging, more academic issues come out.

Lamprey River Elementary School: Mrs. Yacek reviewed the proposed budget for Lamprey River Elementary School. During discussion:

- Elementary stipends are for Music, Brick Bunch, Yearbook, and Social Media Coordinator, as well as a Team Leader. Mrs. Yacek doesn't have the specific numbers to determine how the \$1500 proposed decrease in stipends would affect those positions, but she can get those to the Board.

- There is a budget increase for pedometers requested by the PE teacher to track steps. Math materials were decreased because they have a good amount of materials in the building.
- The decrease in Pupil Testing is based on student numbers.
- The General Education Furniture line includes sound panels for the cafeteria to help with acoustics.
- Mrs. Yacek stated that the Periodicals line has increased based on subscription price increases.
- There is one Team Leader for each grade level K-5.

Mrs. Yacek discussed the initiative proposal to increase the math interventionist position at LRES by .5. She made the following corrections to the initiative proposal: 66% of 3rd grade students are in need of intervention, and 60% of 4th grade students. Curriculum is being reviewed at the SAU level regarding the percentage of students in need of intervention of math at LRES. It was noted that a new curriculum [program] was adopted four years ago.

Iber Holmes Gove Middle School: Mr. Bickford reviewed the proposed budget for Iber Holmes Gove Middle School. At the request of the Board, he began his discussion with reviewing the initiative to increase the math interventionist position at IHGMS by .5. During discussion:

- The Math Interventionist is at IHGMS 8:30-11:00, and is at LRES 12:00-3:00.
- Mrs. Paris asked if a Math Interventionist could be considered at the high school level as well. Mr. Woodward stated that math is always an issue.
- Mr. Saulnier asked if *Math in Focus* worked. Mr. Whaland stated that yes, it works, and any issues with implementation would have been worked out by now. It is a program, not a curriculum. Mrs. Yacek stated that *Math in Focus* is very language-based and students who are challenged in the area of language sometimes need more support.
- Mrs. Paris asked if Spanish wasn't available to students, would that allow more time for math? Mr. Bickford replied, no, that many students are already doubled up. The inflexibility of the schedule because of sharing with both the high school and the elementary school is what causes issues. Removing Spanish would not increase math opportunities.
- Dr. McCoy stated that she would support adding a third math interventionist position.
- There are five Team Leaders at the middle school - 1 for each grade level and 1 for UA.
- The 6th period stipend is now for one teacher to work with the 5th grade band to provide instrument lessons.
- The decrease in the MS Clerical line is due to the change in personnel at the office.
- There are currently 7 students on the YEES worker's caseload, which can fluctuate throughout the year.
- Mrs. Couture asked about the increase in general education replacement equipment. Mr. Bickford stated that each year, they replaced the desk/chair combos with tables and chairs. They budgeted for three rooms last year and are budgeting for three rooms next year.
- Mrs. Arsenault stated that if the goal of the initiative is to provide foreign language, then the written proposal should try to solve the problem that the students don't have foreign language, not the need to change the library schedule.
- Right now at RHS, the language position being discussed is .6 at RHS. The total of 2.6 of foreign language at the high school is not changing.
- Mrs. Arsenault asked if enrollment could be provided to the Board by UA class by term, to know over the course of the year how many students the UA teachers have.

- Mr. Saulnier asked if eliminating two open para positions would hurt them. Mr. Bickford stated that there are currently open positions that aren't filled. They do their best and they would make it work.
- Mrs. Arsenault stated that she wanted to be certain that all 1:1 needs are being met and that the District remains in compliance.
- Mrs. Arsenault asked if the stipend for teachers to sub during their prep period has helped. Mr. Woodward stated that it has been a help at the high school. It has not been a help at the middle or elementary schools.
- There are a wide range of stipends, primarily for after school programs, that are matched with student and teacher interest. Some regulars are art club, after school chorus, jazz band, chess club, etc. If a reduction is necessary, they would review the list to see which ones will have the least impact on students. Mrs. Whitmore stated that the stipend reduction is at the district-wide level, not at the school individual budgets.

Raymond High School: Mr. Woodward reviewed the proposed budget for Raymond High School. During discussion:

- The music new equipment line has decreased since band uniforms have been purchased.
- Astronomy startup costs are no longer needed, so that line has decreased.
- There is money budgeted to replace outdated calculators.
- There is a slight increase in the high school leased equipment line for copiers.
- Mr. Woodward distributed copies of social studies class sizes, as these were not included in the original information provided to the Board.
- Mrs. Arsenault inquired about multiple sections of the same class being offered when the class enrollment is very low (i.e. 4 students in a section). She stated that she's not advocating to remove the course option, but to offer less sections. If five sections could be combined into others, then that's a teacher.
- Mr. Woodward suggested offering physical science at the middle school to allow for higher sciences to be offered at the high school level.
- Mr. Woodward stated that, if forced to choose, he would choose to remove a science teaching position rather than a case manager from the high school, in part because of the REAP and Connections program.

District:

- District-Wide ELL is now a district position because the needs are spread across all three schools.
- The increase in contracts is a result of the Munis upgrade.
- Mrs. Whitmore stated that she doesn't have a list of district stipends available at this meeting.

Adjournment: MOTION: Michelle Couture moved, seconded by Janice Arsenault, to adjourn the meeting. Voted unanimously in the affirmative. Meeting adjourned at 8:59 PM.

Respectfully submitted,  
Jennifer Heywood,  
Raymond School Board Clerk