

**MILFORD SCHOOL BOARD  
AGENDA  
Monday, January 3, 2011  
Milford High School – Lecture Hall Room # 182**

1. Call to Order
2. Board Member Comments
3. Public Comments
4. Reports and Presentations
  - a. Superintendent's Report
  - b. Quarterly Reports: Granite Town Media Advisory Committee, Wellness, ATC, Technology, Professional Development.
5. New Business
6. Old Business
  - a. 2011-2012 Budget
  - b. Default Budget Policy (2<sup>nd</sup> Reading)
7. Housekeeping Items
  - a. Approval of Minutes 12/06/10, 12/20/10
  - b. Approval of Manifests  
Vouchers # 16,17,19,1112,1113,1114,1115,1116,1117,1118,1119,  
1120,1121,1122,1123,1124.
8. Public Comment
9. Non Public Session RSA 91-A :3II (c), (e)
  - a. Personnel
  - b. Consideration of the Acquisition of Property
10. Adjournment

**EXHIBIT  
EXHIBIT**

To: Milford School Board

Fr: Bob Suprenant

Re: Revised Recommendations to Meet Board's Directive

Dt: December 20, 2010

#	Category	Savings	Notes
1	Health Insurance	\$189,265	
2	Eliminate Replacement of Culinary Chairs	\$5,456	
3	Reduce Co-Curricular Transportation	\$12,500	Based on expense history (originally \$6K).
4	Eliminate District Late Bus Service	\$7,100	Services 2-6 students daily.
5	Reduce MS Carpet Replacement Project	\$40,000	Replace high priority areas only.
6	Eliminate P/T JMS 1:1 Associate	\$11,194	Originally #11
7	Eliminate HS 1:1 Sped Associate	\$45,060	Originally #23
8	Reduce MS Summer School Salaries	\$2,200	Based on expense history.
9	Reduce DW Custodial Overtime	\$5,715	
10	Eliminate P/T HS Custodian	\$17,857	P/T evening position.
11	Reduce Curriculum Cycle Expenses	\$29,000	Delay full purchase of Algebra books.
12	Reduce Non-Affiliated 2011-12 Raises	\$18,600	Reflects 1% increase (originally #6).
13	Reduce Misc HP Supplies, Books, Equip. etc	\$5,483	DI Coord stipend, keyboards, AV equipment, travel.
14	Reduce Misc HS Supplies, Books, etc	\$16,100	
15	Reduce IT Replacements/Upgrades	\$67,492	To be funded through ARRA.
16	Eliminate Co-Curricular Stipends	\$11,189	Eliminates trainer salary adjustment, etc (orgi #9).
17	Reduce SAU Secretarial Time	\$29,452	Reduce 1 F/T position to 1 P/T.
18	Eliminate P/T HS Secretary	\$18,058	Secretary to Director of Academic Studies.
19	Eliminate HS P/T Spanish Teacher	\$31,414	Class size increase from 18:1 to 24:1.
20	Eliminate HS P/T Health Teacher	\$22,188	Health courses to be restructured.
21	Eliminate School Resource Officer	\$54,000	
22	Reduce 6 HP Instructional Assistants to P/T	\$104,824	5.5 hours, plus add 2 P/T.
23	Eliminate MS P/T Tutor	\$21,616	Originally #21.
24	Reduce ISS Supervisor Time	\$14,819	Reduce to 4 days per week.
25	Reduce MS Sped Program Associate to P/T	\$8,947	Reduce to 5.5 hours per day.
26	Eliminate HP Music Teacher	\$20,274	After school and fund \$10K for instr program.
27	Eliminate MS Gifted & Talented Teacher	\$66,892	Eliminates position, adds on-line option.
28	Eliminate Proposed Elem IT position	\$21,000	
29	Eliminate HS GED Options Program	\$24,503	Serves 8-12 at-risk students annually.
30	Eliminate 1 Primary Level Teacher	\$79,057	Readiness. Class size increase 19:1 to 21.5:1.
	<b>Total</b>	<b>\$1,001,255</b>	

**NOTES:**

Adjustments to Co-Curricular Line Items:

1. Reduce Transportation - \$6,500
2. Eliminate JV Field Hockey - \$1,907
3. Eliminate Weight Room Monitor - \$2,145
4. Eliminate Granite State Challenge - \$715
5. Add District-Wide DI Coordinator - \$2,000

Still To Consider:

1. Collective Bargaining Agreement – not currently available
2. Decreased State Share of Retirement System for Teachers (decrease from 35% to 25%) - \$187,175

**SCHOOL WARRANT**  
**The State of New Hampshire**

**DRAFT**

To the Inhabitants of the School District in the Town of Milford, County of Hillsborough, in the State of New Hampshire, qualified to vote in District affairs:

You are hereby notified that the Annual Meeting of the School District of Milford will be held, in accordance with RSA 40:13, at the Milford High School Cafeteria in said Milford, with the first (deliberative) session on the tenth day of February 2011, at seven o'clock in the evening, to transact all business other than voting, and on the eighth day of March, in the Milford Middle School Gymnasium, for the second session for voting by official ballot at the polls on all matters in the warrant as well as officers and other matters to be voted on. The polls will be open on the eighth of March from 6:00 AM and will not close earlier than 8:00 PM.

**ELECTION OF OFFICERS** (Separate Ballot Vote)

- To choose two (2) members of the School Board for the ensuing three (3) years.
1. Shall the Milford School District 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 **\$XX,XXX,XXX?** Should this article be defeated, the operating budget shall be **\$XX,XXX,XXX** which is the same as last year, with certain adjustments required by previous action of the Milford 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. **School Board: XXXXXXXXXX (vote X-X). Budget Committee: XXXXXXXXXX (vote X-X).**
  2. To see if the School District will vote to approve the cost items included in the Collective Bargaining Agreement (2011/12 through 20XX/XX) reached between the Milford School Board and the Milford Educational Personnel Association, which calls for the following increase in salaries and benefits at the current staffing levels:

Account
Salaries
XXXXXXXXXX
Wage-Driven Benefits
<b>Total</b>

and further to raise and appropriate the sum of **\$XXXXXXXX** for the upcoming 2010-2011 fiscal year; such sums representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels in accordance with the most recent collective bargaining agreement, to be distributed to the proper accounts. The costs for the years of the agreement beyond the upcoming 2010-2011 fiscal year will be included in the operating budget proposal each of those years. Additionally, if there is an early retiree in any one of the years of the agreement, the cost to the District is between \$23,000 and \$36,000 per employee per year for a term of 5 years. **School Board: XXXXXXXXXX (vote X-X). Budget Committee: XXXXXXXXXX (vote X-X).**

**Note:** Pursuant to RSA 273-A:12, if approved, the terms of this collective bargaining agreement, including the pay plan, but excluding cost of living increases, will continue in force and effect until a new agreement is executed.

3. Shall the Milford School District, if Warrant Article 2 is defeated, authorize the governing body to call one Special Meeting, at its option, to address Article 2 cost items only? **School Board: XXXXXXXXXX (vote X-X). Budget Committee: XXXXXXXXXX (vote X-X).**
  
4. To see if the Milford School District will vote to authorize the governing body to acquire property located at 90 West Street in the Town of Milford, identified as Map 24 Lot 26-1 on the Town of Milford 2009 Tax Maps, which property is adjacent to Milford High School on the north side of the property, and further, to raise and appropriate up to **\$XXXXXX**, said funds to come from the balance remaining in the High School / Bales / Track & Field Project bond authorized in 2007, and in payment for the same to expend up to **\$XXXXXX** of said appropriation, no portion of said appropriation to be raised by taxation, and take any other action in the District's interest thereto. This is a special warrant article in accordance with RSA 32:3, IV, and will not lapse until June 30, 2016. **This article requires a 60% supermajority to pass. School Board: XXXXXXXXXX (vote X-X). Budget Committee: XXXXXXXXXX (vote X-X)**
  
5. To transact any other business that may legally come before said meeting.

**GIVEN UNDER OUR HANDS AT SAID MILFORD THIS **XX** DAY OF JANUARY, 2011.**

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 SCHOOL BOARD

A TRUE COPY OF WARRANT – ATTEST

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 SCHOOL BOARD

The Board believes the ~~general~~ intent of the Default Budget provisions in RSA 40:13 (also known as "SB 2") is to produce a budget figure for the next school year that represents the figure approved by the voters for the current school year, with adjustments made only to recognize changes specifically required by law or contract.

~~When producing a proposed default budget figure for the Board's consideration in determining whether or not to adjust the current year's adopted figure for the Default Budget,~~ the Superintendent shall use the following guidelines:

**Equipment** – In an effort to simplify the determination of which equipment purchases in the current year were for ongoing replacement programs and which were for new programs, the amounts in the current budget for all NEW equipment, furniture and computers SHALL NOT be included in the default budget. The amounts in the current budget for all REPLACEMENT equipment, furniture and computers SHALL be included in the default budget.

**Legal and/or Contractual Obligations** – Unless otherwise provide for in this policy, the only adjustments that shall be considered for legal and/or contractual obligations are:

- Adjustments for which the District has a written contract for the next school year which contains an actual price for the product/service. (If the product/service is required, but there is no written contract, no adjustment shall be made. If the contract includes a per-unit rate then the current year's quantity shall be used to determine any adjustments).

**Collective Bargaining Obligations** – Unless otherwise provided for in this policy, the only adjustments that shall be considered for collective bargaining obligations are:

- Projected changes in salaries for collective bargaining positions that were included in the current year's budget AND that are also included in the Board's proposed budget for the next year. (Positions eliminated from the proposed budget shall be eliminated from the Default Budget. Positions for which salary or benefits have been reduced in the proposed budget shall have the same reduction(s) reflected in the Default Budget.)
- Projected changes for a specific product/service from a specific vendor called for in collective bargaining agreements. If the agreement calls for a specific product, but does not specify a vendor, no adjustment shall be made.
- Projected changes for products/services called for in a collective bargaining agreement for which no alternative can be selected without the approval of the bargaining unit.
- Early Retirement Adjustments. Positions affected by early retirements shall appear in the Default Budget at the average new-hire amounts. The early retirement obligations shall also be included in the Default Budget.

**Special Education** – All projected adjustments to meet requirements of Individualized Education Plans (IEPs) for known students at the time of development of the Default Budget shall be included.

**Curriculum Cycle** – Given that different areas of the curriculum are updated each year, the Board believes the provisions of the Equipment section, above, address the major issue with respect to annual curriculum costs. With that in mind, no further adjustments to curriculum-related items such as supplies, textbooks, etc. will generally be needed.

**One-Time Non-Recurring Expenses** – ~~One-time Other~~ expenses from the current budget ~~not included in the above items not likely to recur in the succeeding budget~~ shall be considered for removal/reduction ~~by the Superintendent~~ on a case-by-case basis.

Adopted: 1/2010