

Annual School District Meeting

Deliberative Session Information Packet

Thursday, February 9, 2017
7:00 P.M.

Milford High School Cafeteria
100 West Street, Milford

Deliberative Session Agenda
Thursday, February 9, 2017
MHS Cafeteria

1. Call to Order
2. Invocation
3. Pledge of Allegiance
4. Announcements
5. Rules of the Meeting
6. Introductions
7. Reading of the Warrant (motion to dispense with reading)
8. Warrant Articles
9. Other Business
10. Adjournment

2017 Milford School District Deliberative Session

Moderator's Rules of Procedure

New Hampshire law authorizes the moderator to establish rules of procedure for the Deliberative Session and also gives the voters the power to overrule the moderator's rules and rulings.

These Rules of Procedure are how the moderator intends to govern the meeting, in the absence of any challenges to the rules, to ensure a fair and orderly meeting.

1. Registered Milford voters must check in at the checklist table, where they will receive a sticker that must be worn while in the hall and a voting card. Anyone wishing to speak must wear this sticker in order to be recognized.
2. Non-residents will be allowed to speak only after a positive vote by the meeting on a motion to allow the non-resident(s) to speak.
3. When a vote is called for, registered voters will vote on the motion by holding up their voting card. The moderator will cast a vote only to break a tie or to create a tie.
4. Anyone wishing to speak must do so at the microphone located at the center aisle. A "Point of order" may be called out from your seat but the question must be asked at the microphone.
5. Please state your name and street address your first time at the microphone. For subsequent trips to the microphone, stating your name will be sufficient.
6. All questions or comments must be directed to the moderator, not to individual officials, committee members or audience members.
7. Except for presenters explaining proposed articles, speakers have a three-minute time limit. If the speaker asks a question, one follow-up question is allowed before stepping away from the microphone. If the speaker has additional questions about or comments on a particular issue, they may be raised only after all other speakers already in line have spoken.
8. Affirmative motions to "Call the question" limit debate and require a second and then a simple majority vote to pass. Anyone wishing to call the question must do so from the microphone. A speaker may not call the question immediately after speaking on the issue.
9. The motions to call the question and to restrict reconsideration are not debatable. Upon a second, the moderator will ask for a vote by the meeting.
10. Upon an affirmative vote to call the question, anyone already in line as well as members of the Board of Selectmen and the Budget Committee who had already indicated a desire to address the topic will be permitted to speak on the issue.
11. Discussion and voting will be taken one amendment at a time.
12. While a proposed amendment to a dollar amount may be made verbally, an amendment that changes the language of a question must be submitted in writing. Time will be allowed for the voter to write the proposed language on a piece of paper.

Continued on the other side

2017 Milford School District Deliberative Session
Moderator's Rules of Procedure

Continued from the other side

13. Except for the dollar amounts, the language of the warrant article for the operating budget is stipulated by state statute and may not be changed.
14. The language of the warrant article for a collective bargaining agreement, including the dollar amounts of the proposed agreement, cannot be changed (RSA 273-A:3, II [b]).
15. The meeting may, on an article-by-article basis, restrict subsequent reconsideration of the vote on a warrant article. The motion to restrict reconsideration does not have to be made immediately after the original vote. Upon a vote to restrict reconsideration, the moderator will prohibit any further action on that question. An affirmative vote to restrict reconsideration may be reconsidered.
16. The moderator shall take a secret yes/no ballot vote when seven or more voters present question any non-secret ballot vote immediately after the moderator declares the result of the vote and before any other business is begun (RSA 40:4-b).
17. A petition for secret ballot must be submitted to the moderator prior to a vote by at least five voters. The five voters must be present when the petition is submitted (RSA 40:4-a).
18. Five voters present may request a recount of any secret yes/no ballot vote if the request is made immediately after the announcement of the result. Further, the moderator will order a recount immediately if the secret yes/no vote margin is less than 10 percent (RSA 40:4-a).
19. All speakers must be courteous and must address the issues, not the individuals who are raising them. The moderator will not allow personal attacks or inappropriate language. The moderator may command a police officer or legal voter to remove from the meeting and detain any person conducting him or herself in a disorderly manner (RSA 40:9)
20. Any of the Moderator's Rules may be overturned by a simple majority vote.

(signed) Pete Basiliere
School District Moderator

SCHOOL WARRANT
The State of New Hampshire

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 ninth day of February 2017, at seven o'clock in the evening, to transact all business other than voting, and on the fourteenth 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 fourteenth 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. To see if the District will vote to raise and appropriate the sum of \$3,000,000 (gross budget) for the purpose of conducting repair, upgrade and renovation projects on any and all of the buildings owned by the District in order to address existing deterioration as well as to allow for the installation and implementation of available modern technologies and other improvements, all as more particularly specified on a document entitled 'Recommended Capital Projects List – by School 01/03/2017' identified by the Milford School Board and incorporated into the minutes of their meeting of January 3, 2017, and to authorize the issuance of not more than \$3,000,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33) and to authorize the Milford School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon. The School Board is hereby also authorized to apply for and accept gifts, grants or other forms of assistance, if any, in order to offset the raising and appropriating of the funds referenced above and further, to raise and appropriate an additional sum of **\$30,419** for the first year's interest payment on the bond. This will be a non-lapsing appropriation per RSA 32:7, III and will not lapse until the purpose for which the appropriation is made, as identified on said above referenced list, is completed. This is a special warrant article pursuant to RSA 32:3 (VI)(b). **School Board: recommends (vote 5-0); Budget Advisory Committee: recommends (vote 9-0).** (3/5 ballot vote required)
Tax Impact: \$0.02 in year 1; estimated \$0.26 in year 2

Question 1 – Capital Improvements Bond:

Shall the Milford School District raise and appropriate the sum of **\$3,000,000** for the purpose of conducting repair, upgrade and renovation projects on any and all of the buildings owned by the District in order to address existing deterioration as well as to allow for the installation and implementation of available modern technologies and other improvements, all as more particularly specified on a document entitled

'Recommended Capital Projects List – by School 01/03/2017' identified by the Milford School Board and incorporated into the minutes of their meeting of January 3, 2017, and to authorize the issuance of not more than \$3,000,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33) and to authorize the Milford School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon. The School Board is hereby also authorized to apply for and accept gifts, grants or other forms of assistance, if any, in order to offset the raising and appropriating of the funds referenced above and further, to raise and appropriate an additional sum of **\$30,419** for the first year's interest payment on the bond due in the upcoming 2017-18 fiscal year. This will be a non-lapsing appropriation per RSA 32:7, III and will not lapse until the purpose for which the appropriation is made, as identified on said above referenced list, is completed. This is a special warrant article pursuant to RSA 32:3 (VI)(b). **This article requires a 60% supermajority to pass. School Board: supports (vote 5-0-0); Budget Advisory Committee: supports (vote 9-0-0).**

2. To see if the 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 **\$40,631,738?** Should this article be defeated, the operating budget shall be **\$40,686,405** 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: recommends (vote 4-1); Budget Advisory Committee: recommends (vote 6-3).**
Tax Impact: \$0.85

Question 2 – Operating Budget:

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 **\$40,631,738?** Should this article be defeated, the operating budget shall be **\$40,686,405** 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: Supports (vote 4-1-0). Budget Advisory Committee: Supports (vote 6-3-0).**

3. To see if the District will vote to raise and appropriate the sum of **\$305,819** (Gross Budget) to defray the cost of providing for an optional, Extended Day Kindergarten Program at the Jacques Memorial Elementary School, a pilot program for the 2017-2018 school year, and to authorize the School Board to establish enrollment fees for said program at such levels as said Board determines, said fees to be used to offset the cost of the program. Defeat of this article will have no impact on continuing the half-day Kindergarten program currently in place at the Jacques Memorial Elementary School. This warrant article is a special article pursuant to RSA 32:3, (VI)(d), and is not included in the operating budget warrant article. **School Board:**

recommends (vote 4-1); Budget Advisory Committee: recommends (vote 7-1-1). (Majority vote required)

Tax Impact: \$0.00

Question 3 – Full-Day Kindergarten Program:

Shall the Milford School District raise and appropriate the sum of **\$305,819** (Gross Budget) to defray the cost of providing an optional, Extended Day Kindergarten Program at the Jacques Memorial Elementary School, a pilot program for the 2017/2018 school year, and to authorize the School Board to establish enrollment fees for said program at such levels as said Board determines, said fees to be used to offset the cost of the program. Defeat of this article will have no impact on continuing the half-day Kindergarten program currently in place at the Jacques Memorial Elementary School. This warrant article is a special article pursuant to RSA 32:3, (VI)(d), and is not included in the operating budget warrant article.

School Board: Supports (vote 4-1-0). Budget Advisory Committee: Supports (vote 7-1-1).

4. To see if the District will vote to approve the cost items included in the Collective Bargaining Agreement (2017/18 through 2018/19) 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	2017-18	2018-19
Salaries COLA & Longevity	19,740	16,932
Wage-Driven Benefits on Salaries	3,821	3,277
Health Ins. & Buyout Changes	(16,856)	
Total	6,705	20,209

and further to raise and appropriate the sum of **\$6,705** for the upcoming 2017-2018 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 2017-2018 fiscal year will be included in the operating budget proposal each of those years. **School Board: recommends (vote 5-0). Budget Advisory Committee: recommends (vote 9-0).**

Tax Impact: \$0.00 in year 1; estimated \$0.01 in year 2

Question 4 – Collective Bargaining Agreement with MEPA:

Shall the Milford School District approve the cost items included in the Collective Bargaining Agreement (July 2017 through June 2019) reached between the Milford School Board and the Milford Educational Personnel Association, which calls for the following increased costs: for 2017/18, \$6,705; for 2018/19, \$20,209; and, further, raise and appropriate the sum of **\$6,705** for the upcoming 2017/18 fiscal year as

more particularly described in Article 4 of the School Warrant? **School Board: Supports (vote 5-0-0). Budget Advisory Committee: Supports (vote 9-0-0).**

- To see if the District will vote to approve the cost items included in the Collective Bargaining Agreement (2017/18 through 2019/20) reached between the Milford School Board and the Milford Education Support Staff Association, which calls for the following increase in salaries and benefits at the current staffing levels:

Account	2017-18	2018-19	2019-20
Salaries COLA & Longevity	59,432	56,490	57,699
Wage-Driven Benefits on Salaries	4,706	4,496	4,577
Health Ins. & Buyout Changes	(87,406)		
Additional Prof Dev Day	12,449		
Additional Sick Leave for P/T	6,712		
Workshop Reimbursement	2,000		
Total	(2,107)	60,986	62,276

and further to reduce the operating budget adopted in Article 2 for the upcoming fiscal year 2017-18 by \$2,107, such sum 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, offset by a decrease in health insurance benefits, to be distributed to the proper accounts. The costs for the years of the agreement beyond the upcoming 2017-2018 fiscal year will be included in the operating budget proposal each of those years. **School Board: recommends (vote 5-0). Budget Advisory Committee: recommends (vote 9-0).**

Tax Impact: \$0.00 in year 1; estimated \$0.04 in year 2

Question 5 – Collective Bargaining Agreement with MESSA:

Shall the Milford School District approve the cost items included in the Collective Bargaining Agreement (July 2017 through June 2020) reached between the Milford School Board and the Milford Education Support Staff Association, which calls for the following decrease in costs for 2017/18, (\$2,107); and the following increases in costs: for 2018/19, \$60,986; and for 2019/20, \$62,276; and, further, to reduce the operating budget adopted in Article 2 for the upcoming fiscal year 2017/18 by \$2,107 as more particularly described in Article 5 of the School Warrant? **School Board: Supports (vote 5-0-0). Budget Advisory Committee: Supports (vote 9-0-0).**

- To see if the District will vote to establish a contingency fund for the current year for unanticipated expenses that may arise and further to raise and appropriate up to **\$200,000** to go into the fund. The sum to come from the June 30, 2017 unassigned

fund balance available for transfer on July 1, 2017, if available, and no amount to be raised from taxation. Any appropriation left at the end of the year will lapse into the general fund. **School Board: recommends (vote 5-0); Budget Advisory Committee: recommends (vote 8-1).** (Majority vote required)
Tax Impact: up to \$0.15

Question 6 – Establish a Contingency Fund:

Shall the Milford School District vote to establish a contingency fund for the current year for unanticipated expenses that may arise, and further raise and appropriate the sum of two hundred thousand dollars (\$200,000) from the unassigned fund balance available for transfer on July 1, 2017, if available, to go into the fund? No amount to be raised from taxation. Any appropriation left in the fund at the end of the year will lapse into the general fund. **School Board: Supports (vote 5-0-0). Budget Advisory Committee: Supports (vote 8-1-0).**

7. To transact any other business that may legally come before said meeting.

GIVEN UNDER OUR HANDS AT SAID MILFORD THIS 17th DAY OF JANUARY, 2017.

SCHOOL BOARD

A TRUE COPY OF WARRANT – ATTEST

SCHOOL BOARD

**List of Prioritized Projects for \$3M Capital Improvements Warrant Article
(Recommended Capital Projects List - by School 01/03/2017)**

Higher Priority Projects as of January 2017:	Estimated Cost
Milford High School (MHS)	
Update heating system piping in building (NEASC ITEM)	\$525,000
Rooftop unit replacements (5-6 units)	\$61,000
Replace Building Automation System (BAS) for energy management	\$150,000
New floor for gym (NEASC ITEM)	\$110,000
Bleacher replacement (NEASC ITEM)	\$62,500
Milford Middle School (MMS)	
Rooftop unit replacements (14 units - 6 air-handlers, 8 A/C units - 22 yrs old)	\$635,250
Replace Building Automation System (BAS) for energy management	\$157,500
Replacement of older windows and exterior doors (energy item)	\$367,500
Finish locker replacements (or repair/repaint)	\$75,000
Renovate classrooms, office areas, cafeteria, locker rooms	\$400,000
Update cabinetry - delamination is widespread; replace art room sinks (partial)	\$181,250
Replace fire alarm panel	\$105,000
Heron Pond Elementary School (HP)	
Roof replacement on lower section	\$170,000
Estimated Total of Higher Priority Projects	\$3,000,000
<p>Additional lower priority projects to be completed within the \$3 million authorization as funding allows, or in lieu of the above projects, as determined by the School Board. It is likely that there will be many projects on this list that will not be completed due to funding limitations.</p>	
Lower Priority Projects as of January 2017:	
Install gas-fired hot water heater for showers (energy item) - MHS	\$50,000
Finish door replacements (including lock-down handles) - MHS	\$157,000
Replace make-up air handling units - MHS	\$75,000
Remainder of rooftop replacement units (5-6) - MHS	\$61,000
Install hot water heater to curtail summer use of boilers for domestic hot water (energy item) - MMS	\$50,000
Update cabinetry in classrooms (remainder of project) - MMS	\$49,500
Bathroom remodeling (renovate/paint/tile/repair) - MMS	\$50,000
Building Automation System (BAS) for energy management - JMS & Bales	\$126,000
UPS, Generator and A/C for network rooms - District-Wide	\$80,000
Virtualization of servers - District-Wide	\$100,000
Estimated Total of Lower Priority Projects	\$798,500
Overall Total of Higher & Lower Priority Projects	\$3,798,500

**MILFORD SCHOOL DISTRICT
2017-18 PROPOSED BUDGET**

Overview

	<u>16-17</u>	<u>17-18</u>	<u>Increase (Decrease)</u>	<u>%</u>
Operating Budget:	\$39,405,155	\$40,631,738	\$1,226,583	3.11%
CBA Warrant Articles	\$0	\$4,598	\$4,598	100%
Total Operating Expenses	\$39,405,155	\$40,636,336	\$1,231,181	3.12%
Other Warrant Articles:	\$0	\$230,419	\$230,419	100%
Total Appropriation:	\$39,405,155	\$40,866,755	\$1,461,600	3.71%
Revenue:	\$12,117,174	\$11,825,754	(\$291,420)	(2.41%)
Tax Assessment	\$27,287,981	\$29,041,001	\$1,753,020	6.42%
Tax Rate:	\$20.56	\$21.53	\$0.97	4.72%
Enrollment (K-12 – Oct 1)	2,346	2,306	(40)	(1.7%)

17/18 Default Budget: \$40,686,405, a 3.25% increase over the 16/17 operating expenses (\$39,405,155 total spending in 16/17).

NOTE: Default Budget is the proposed amount as of the 1-3-17 School Board meeting and is subject to change up to the date the ballots are printed.

Major Changes from Prior Year

Salaries and Benefits: \$921,086 overall

Salaries and benefits make up about 80% of the operating budget. This includes the cost of any new positions as well as the savings from position changes, as reflected below:

○ **Non-Affiliated Staff and Other: \$15,144**

Non-affiliated staff are comprised of positions that are not associated with a bargaining unit. These positions include secretarial staff, SAU support staff, coaches, advisors, crossing guards, elected officials, and SAU administrators. This number includes the cost of wage-driven benefit increases, but also reflects a savings in the health insurance for non-affiliated staff.

○ **Negotiated Agreements: \$905,942**

The District has four bargaining units; Administrators (Principals and Directors), Milford Teachers' Association (MTA), Milford Educational Support Staff Association (MESSA-aides and associates), and Milford Educational Personnel Association (MEPA-buildings and grounds personnel). This number includes the cost of health insurance, New Hampshire Retirement, and other wage-driven benefit increases.

Included in the “Negotiated Agreements” above (\$905,942):

1. New and Expanded Positions: \$92,607

New positions reflect Special Education IEP needs for an additional Part-Time 1:1 Nurse Associate, plus an addition to the Special Education staff for a District-Wide BCBA (Board Certified Behavior Analyst) Teacher.

2. Position Reductions: (\$352,598)

Due to an anticipated reduction in enrollment, three teaching positions have been eliminated –one teacher from Heron Pond and two teachers from the Middle School. In addition, one Program Associate position has been eliminated at the Jacques School and the District-Wide Special Services Coordinator position has also been eliminated. This reduction also includes anticipated attrition savings due to retirements.

3. Other Salaries & Benefits \$1,165,933

The Administrators are receiving a 2.25% cost of living adjustment and Teachers are receiving a 2% cost of living adjustment plus “steps” on the salary schedule for Teachers as applicable, as per the negotiated agreements. Aides/Associates and Buildings & Grounds staff are covered under the proposed CBA warrant articles, so no cost of living adjustments are included in the proposed operating budget for those staff.

OTHER OBJECTS OF SIGNIFICANT INCREASE OR DECREASE:

Tuition Non-Public	Object Code 563	\$304,592
Repair & Maintenance (excluding IT)	Object Code 430	\$52,569
New Equipment & Furniture	Object Codes 731-734	\$45,930
Transportation	Object Codes 510- 515	\$41,552
Replacement Equipment (excluding IT)	Object Codes 735-738	\$39,781
VoIP	Object Codes 432, 531, 532	\$15,700
Property & Liability and Workers Comp Insurance	Object Codes 260 and 520	\$12,778
Testing (NWEA, PSAT & AP)	Object Code 370	\$9,367
Information Technology	Object Codes 330,430, 532, 650, 738	(\$11,634)
Debt Service - Principal & Interest	Object Codes 830 and 910	(\$52,790)
Textbooks, Workbooks, Media, Software (excluding IT)	Object Codes 641 to 650	(\$53,709)
Electricity, Natural Gas, Oil, Vehicle Fuel	Object Codes 622 to 626	(\$92,326)

Proposed Milford School District Budget (2017-2018)

Function 1100 - Regular Education Programs

This account contains salaries for all regular classroom teachers and support staff, supplies, textbooks, furniture, and equipment used in all the regular education programs.

Acct	Item	15-16 Adopted	15-16 Actual	16-17 Adopted	17-18 Proposed	Dollar Change	Pct. Change
100	Salaries	9,551,635	9,414,891	9,440,246	9,390,622	-49,625	-0.5%
300	Professional Services	13,358	23,211	6,773	12,757	5,984	88.4%
400	Property Services	5,865	10,786	9,443	8,767	-676	-7.2%
500	Other Services	3,911	4,047	4,125	4,500	375	9.1%
600	Supplies & Materials	275,312	261,627	291,262	262,974	-28,288	-9.7%
700	Equipment	41,684	49,693	98,173	146,065	47,892	48.8%
800	Other Objects	5,345	4,564	5,041	5,085	44	0.9%
Total		9,897,110	9,768,819	9,855,063	9,830,770	-24,294	-0.2%

Function 1200 - Special Education Programs

This account contains all costs associated with special education, including salaries for teachers and support staff, supplies, texts, equipment, and student tuition for out-of-district placements.

Acct	Item	15-16 Adopted	15-16 Actual	16-17 Adopted	17-18 Proposed	Dollar Change	Pct. Change
100	Salaries	3,633,824	3,463,074	3,617,258	3,759,724	142,466	3.9%
300	Professional Services	88,906	82,807	90,750	56,950	-33,800	-37.2%
400	Property Services	250	0	225	225	0	0.0%
500	Other Services	266,584	406,116	487,751	792,142	304,391	62.4%
600	Supplies & Materials	37,961	26,614	37,911	35,340	-2,571	-6.8%
700	Property	962	1,357	1,037	900	-137	-13.2%
Total		4,028,487	3,979,968	4,234,932	4,645,281	410,349	9.7%

Function 1300 - Vocational Education Programs

This account contains costs associated with the Applied Technology programs at Milford High School, including teacher salaries, supplies, texts, and equipment. These programs are also available to students from area schools on a tuition basis.

Acct Item	15-16 Adopted	15-16 Actual	16-17 Adopted	17-18 Proposed	Dollar Change	Pct. Change
100 Salaries	699,095	681,038	715,929	761,060	45,131	6.3%
400 Property Services	10,800	14,145	11,000	13,000	2,000	18.2%
500 Other Services	15,400	9,356	13,200	12,700	-500	-3.8%
600 Supplies & Materials	46,870	38,035	48,810	39,500	-9,310	-19.1%
700 Property	28,000	21,551	29,000	25,000	-4,000	-13.8%
800 Other Objects	1,043	1,000	1,000	1,000	0	0.0%
Total	801,208	765,124	818,939	852,260	33,321	4.1%

Function 1400 - Co-Curricular Activities

This account supports all athletic, co-curricular, and summer school programs. Included are stipends for coaches and club advisors, officials' pay, equipment, uniforms, fees, and related items.

Acct Item	15-16 Adopted	15-16 Actual	16-17 Adopted	17-18 Proposed	Dollar Change	Pct. Change
100 Salaries	188,140	203,455	226,297	225,050	-1,247	-0.6%
300 Professional Services	66,790	66,489	78,306	78,200	-106	-0.1%
400 Property Services	5,500	6,476	6,500	6,500	0	0.0%
500 Other Services	6,700	4,525	6,700	7,000	300	4.5%
600 Supplies & Materials	22,722	22,113	23,139	22,985	-154	-0.7%
700 Property	3,000	4,987	3,000	3,000	0	0.0%
800 Other Objects	14,585	12,906	15,575	16,145	570	3.7%
Total	307,437	320,950	359,517	358,880	-637	-0.2%

Function 2100 – Student Support

Student support includes the work of guidance counselors, nurses, the school social worker, psychological services, speech therapy, occupational therapy, physical therapy, the in-school suspension supervisor, and Saturday detention. All salaries for these positions, as well as associated support staff, are included in these accounts, as are supplies, printing, and testing materials.

Acct	Item	15-16 Adopted	15-16 Actual	16-17 Adopted	17-18 Proposed	Dollar Change	Pct. Change
100	Salaries	1,882,481	1,856,929	1,948,074	2,018,533	70,459	3.6%
300	Professional Services	103,972	96,536	94,608	97,148	2,540	2.7%
400	Property Services	1,603	1,583	1,528	1,533	5	0.3%
500	Other Services	1,475	769	1,375	1,375	0	0.0%
600	Supplies & Materials	19,691	19,280	20,622	20,940	318	1.5%
700	Equipment	4,842	4,855	4,210	3,465	-745	-17.7%
800	Other Objects	445	460	795	840	45	5.7%
Total		2,014,509	1,980,412	2,071,212	2,143,834	72,622	3.5%

Function 2200 – Instructional Support

Instructional support includes items associated with staff training, including workshops, professional materials, travel expenses, and summer curriculum work. This work supports the changes necessary to align Milford's curriculum, instructional practices, and assessment methods with the state standards, and workplace requirements. Function 2200 also provides for items relating to libraries and audio-visual services, including salaries, supplies, furniture, equipment, repairs, and educational collections.

Acct	Item	15-16 Adopted	15-16 Actual	16-17 Adopted	17-18 Proposed	Dollar Change	Pct. Change
100	Salaries	331,479	333,894	350,598	366,221	15,623	4.5%
300	Professional Services	0	0	0	0	0	0.0%
400	Property Services	5,095	4,837	5,120	4,920	-200	-3.9%
500	Other Services	16,914	17,100	17,914	18,225	311	1.7%
600	Supplies & Materials	41,857	36,161	47,941	47,795	-146	-0.3%
700	Equipment	5,695	6,106	12,695	5,495	-7,200	-56.7%
800	Other Objects	0	0	0	0	0	0.0%
Total		401,040	398,097	434,268	442,656	8,388	1.9%

Function 2300 - District Administration

The District administration account includes costs associated with the school board, the superintendent's office, the curriculum coordinators, special education administrators and vocational education administrators. In addition to salaries and other administrative-related items such as equipment, supplies and printing, these accounts also include all the district's advertising charges and all legal, audit, and negotiation fees.

Acct	Item	15-16 Adopted	15-16 Actual	16-17 Adopted	17-18 Proposed	Dollar Change	Pct. Change
100	Salaries	1,277,361	1,291,214	1,332,987	1,333,124	137	0.0%
300	Professional Services	42,400	68,198	40,300	60,400	20,100	49.9%
400	Property Services	550	585	575	600	25	4.3%
500	Other Services	21,500	21,130	24,100	24,100	0	0.0%
600	Supplies & Materials	12,527	13,043	12,952	12,952	0	0.0%
700	Property	0	3,395	0	1,500	1,500	0.0%
800	Other Objects	13,248	12,198	15,335	19,995	4,660	30.4%
Total		1,367,586	1,409,763	1,426,249	1,452,671	26,422	1.9%

Function 2400 - School Administration Services

This account funds administrative services in the three school levels. This includes salaries for the principals, assistant principals, secretarial services, equipment, printing, travel, dues and fees, general supplies, service contracts, and graduation expenses at the high school.

Acct	Item	15-16 Adopted	15-16 Actual	16-17 Adopted	17-18 Proposed	Dollar Change	Pct. Change
100	Salaries	1,184,881	1,186,910	1,205,260	1,233,545	28,285	2.3%
300	Professional Services	1,300	752	1,300	1,300	0	0.0%
400	Property Services	1,305	1,362	1,305	1,305	0	0.0%
500	Other Services	26,346	25,824	18,300	16,450	-1,850	-10.1%
600	Supplies & Materials	12,717	16,867	12,717	12,417	-300	-2.4%
700	Equipment	128	80	128	128	0	0.0%
800	Other Objects	25,918	28,750	22,788	22,788	0	0.0%
Total		1,252,595	1,260,545	1,261,798	1,287,933	26,135	2.1%

Function 2600 - Operations and Maintenance

This account funds the salaries of the Director of Buildings and Grounds, maintenance/grounds staff, and building-based custodians. It also supports water and sewer usage, disposal services, snow plowing, repair and maintenance materials, property/liability insurance, supplies, fuel, cell phone, electricity, equipment, and overtime.

Acct	Item	15-16 Adopted	15-16 Actual	16-17 Adopted	17-18 Proposed	Dollar Change	Pct. Change
100	Salaries	944,877	947,391	944,303	939,575	-4,728	-0.5%
400	Property Services	419,198	613,054	430,220	489,557	59,337	13.8%
500	Other Services	109,734	107,067	116,799	126,317	9,518	8.1%
600	Supplies & Materials	733,714	625,111	724,113	634,787	-89,326	-12.3%
700	Equipment	33,000	27,693	30,000	82,500	52,500	175.0%
Total		2,240,523	2,320,315	2,245,435	2,272,736	27,301	1.2%

Function 2700 - Pupil Transportation

This account covers costs of transportation of students to and from school, including special education and vocational education transportation.

Acct	Item	15-16 Adopted	15-16 Actual	16-17 Adopted	17-18 Proposed	Dollar Change	Pct. Change
500	Other Services	1,041,697	1,106,613	1,117,550	1,159,102	41,552	3.7%
Total		1,041,697	1,106,613	1,117,550	1,159,102	41,552	3.7%

Function 2840 - Technology Services

This account includes the salaries for the Director of Technology, Database Administrator, Technology Support Coordinator, and District-Wide Technology support, plus software service, licenses & support, supplies, and associated technology.

Acct	Item	15-16 Adopted	15-16 Actual	16-17 Adopted	17-18 Proposed	Dollar Change	Pct. Change
100	Salaries	218,616	218,728	222,989	227,731	4,742	2.1%
300	Professional Services	6,000	12,150	21,800	6,000	-15,800	-72.5%
400	Property Services	95,442	113,016	106,774	113,504	6,730	6.3%
500	Other Services	81,500	70,096	77,800	94,500	16,700	21.5%
600	Supplies & Materials	26,700	10,223	26,697	6,790	-19,907	-74.6%
700	Equipment	41,000	102,107	42,300	38,201	-4,099	-9.7%
Total		469,258	526,319	498,360	486,726	-11,634	-2.3%

Function 2850 – Early Retirement

Included in this account are salaries for professional and Administrator staff who have been approved for early retirement benefits.

Acct	Item	15-16 Adopted	15-16 Actual	16-17 Adopted	17-18 Proposed	Dollar Change	Pct. Change
100	Salaries	422,494	422,160	425,284	429,282	3,998	0.9%
Total		422,494	422,160	425,284	429,282	3,998	0.9%

Function 2900 - Benefits and Taxes

Included in this account are health, dental, and life/long-term disability insurance costs, as well as workers compensation, teacher retirement, non-teacher retirement, unemployment compensation, tuition reimbursement, annuity contributions, sick leave payback, retirement benefit, and FICA/Medicare for all staff members.

Acct	Item	15-16 Adopted	15-16 Actual	16-17 Adopted	17-18 Proposed	Dollar Change	Pct. Change
200	Benefits and Taxes	10,704,183	10,228,389	11,309,166	11,975,010	665,844	5.9%
Total		10,704,183	10,228,389	11,309,166	11,975,010	665,844	5.9%

Function 4000 - Facilities and Construction

The appropriation of \$1 in this account gives the School Board the authority to incur expenses for facility studies/testing or professional assistance regarding land or buildings.

Acct	Item	15-16 Adopted	15-16 Actual	16-17 Adopted	17-18 Proposed	Dollar Change	Pct. Change
300	Professional Services	1	0	1	1	0	0.0%
400	Purchased Property Services	0	0	0	1	1	100.0%
700	Property	1	0	1	1	0	0.0%
Total		2	0	2	3	1	50.0%

Function 5100 - Interest and Principal

These accounts cover payments of interest and principal on the long-term debt listed below.

Acct	Item	15-16 Adopted	15-16 Actual	16-17 Adopted	17-18 Proposed	Dollar Change	Pct. Change
830	Interest on Debt	347,926	347,785	298,152	247,446	-50,706	-17.0%
910	Principal On Debt	981,575	980,598	930,963	928,879	-2,084	-0.2%
Total		1,329,501	1,328,383	1,229,115	1,176,325	-52,790	-4.3%

<u>Project (year of issue)</u>	<u>Principal</u>	<u>Interest</u>	<u>Final Payment</u>
4 th of 5 Year Lease/Purchase of New Tractor (\$56,710 original amount)	11,378	879	July 2018
Heron Pond Elementary School (2000) (\$10,895,000 original amount)	545,000	93,044	January 2020
2nd of 5 Year Lease/Purchase of New Truck (\$66,820 original amount)	12,501	1,756	July 2020
HS Fire Alarm System/MS Roof/MS Carpet & Tile (\$1,604,565 original amount)	140,000	48,860	August 2023
Track and Field & High School Renovations (2007) (\$4,525,000 original amount)	220,000	102,907	January 2028
Total	\$928,879	\$247,446	

Function 5220 – Fund Transfers

These accounts are appropriations of Federal and State grants as well as Food Service, with offsetting amounts on the revenue side.

Acct	Item	15-16 Adopted	15-16 Actual	16-17 Adopted	17-18 Proposed	Dollar Change	Pct. Change
930	Special Rev/Grants	1,265,846	0	1,288,265	1,288,265	0	0.0%
930	Food Service	860,000	57,618	830,000	830,000	0	0.0%
Total		2,125,846	57,618	2,118,265	2,118,265	0	0.0%

	15-16 Adopted	15-16 Actual	16-17 Adopted	17-18 Proposed	Dollar Change	Pct. Change
Grand Total	38,403,477	35,873,474	39,405,155	40,631,738	1,226,583	3.1%

**MILFORD SCHOOL DISTRICT
2017/18 BUDGET PROPOSAL
TAX IMPACT ANALYSIS - ESTIMATED**

Item	Actual 2016/17		Proposed 2017/18	
	\$ Amount	Tax Impact	\$ Amount	Tax Impact
Operating Budget (Includes New/Expanded/Reduced/Eliminated Positions Recommended by Superintendent)	39,405,155		40,631,738	
Less: Estimated Revenues (with 6/30/2017 Fund Balance estimated to be \$264,000 to reduce taxes)	-12,117,174		-11,825,754	
Total to be Raised by Taxes	27,287,981		28,805,984	
State Property Tax		\$2.31		\$2.26
Local Property Tax (issued by DRA 10-27-16)		\$18.25		\$19.10
Warrant Articles proposed March 2017:				
MESSA CBA Cost Items			-2,107	\$0.00
MEPA CBA Cost Items			6,705	\$0.00
Kindergarten Warrant Article (full-time programming - self-funded option)			0	\$0.00
Bond Warrant Article (\$3M proposed bond - interest only in 1st year)			30,419	\$0.02
Contingency Fund from Fund Balance (Reduce Proposed FB noted in Est Revenues by up to \$200,000)			200,000	\$0.15
Warrant Articles Approved March 2016:				
Bond Warrant Article (\$3M proposed bond - interest only in 1st year)	0	\$0.00		
Petition Warrant Articles:	0	\$0.00	0	\$0.00
Sub Total Warrant Articles:	0	0.00	235,017	\$0.17
TOTAL ASSESSMENT	27,287,981		29,041,001	
PROPERTY TAX IMPACT		20.56		21.53
\$ Increase in Operating Budget (17/18 includes CBA articles)			\$1,226,583	3.11%
\$ Increase in Operating Budget + Warrant Articles			\$1,461,600	3.71%
\$ Decrease in Revenues			(\$291,420)	-2.41%
\$ Increase in Tax Assessment			\$1,753,020	6.42%
Tax Rate Increase			\$0.97	4.72%
* Indicates Bond Issue				
			\$ 97	<---Tax impact on a home valued at \$100,000
			\$ 194	<---Tax impact on a home valued at \$200,000
			\$ 291	<---Tax impact on a home valued at \$300,000
Milford Net Assessed Valuation 16/17 (with utilities)	1,329,268,961			
Milford Net Assessed Valuation 16/17 (without utilities)	1,307,400,561			
FY16 State Education Tax (@ \$2.345 per thousand)	3,024,096			
Milford Net Assessed Valuation 17/18 (ESTIMATED)(with utilities)	1,349,768,961		13,498	1 cent Tax Rate Impact
Milford Net Assessed Valuation 17/18 (ESTIMATED)(without utilities)	1,328,568,961		67,488	5 cent Tax Rate Impact
FY17 State Education Taxes Estimated Using NHDOE FY16 Adequacy Report of 10-1-16	3,024,096		134,977	10 cent Tax Rate Impact
			674,884	50 cent Tax Rate Impact
			1,349,769	1 dollar Tax Rate Impact

**MILFORD SCHOOL DISTRICT
2017/18 BUDGET PROPOSAL
TAX IMPACT ANALYSIS - ESTIMATED**

Item	Actual 2016/17		DEFAULT BUDGET 2017/18	
	\$ Amount	Tax Impact	\$ Amount	Tax Impact
Operating Budget (Includes New/Expanded/Reduced/Eliminated Positions Recommended by Superintendent)	39,405,155		40,686,405	
Less: Estimated Revenues (with 6/30/2017 Fund Balance estimated to be \$264,000 to reduce taxes)	-12,117,174		-11,825,754	
Total to be Raised by Taxes	27,287,981		28,860,651	
State Property Tax		\$2.31		\$2.26
Local Property Tax (issued by DRA 10-27-16)		\$18.25		\$19.14
Warrant Articles proposed March 2017:				
MESSA CBA Cost Items			-2,107	\$0.00
MEPA CBA Cost Items			6,705	\$0.00
Kindergarten Warrant Article (full-time programming - self-funded option)			0	\$0.00
Bond Warrant Article (\$3M proposed bond - interest only in 1st year)			30,419	\$0.02
Contingency Fund from Fund Balance (Reduce Proposed FB noted in Est Revenues by up to \$200,000)			200,000	\$0.15
Warrant Articles Approved March 2016:				
Bond Warrant Article (\$3M proposed bond - interest only in 1st year)	0	\$0.00		
Petition Warrant Articles:	0	\$0.00	0	\$0.00
Sub Total Warrant Articles:	0	0.00	235,017	\$0.17
TOTAL ASSESSMENT	27,287,981		29,095,668	
PROPERTY TAX IMPACT		20.56		21.57
\$ Increase in Operating Budget (17/18 includes CBA articles)			\$1,281,250	3.25%
\$ Increase in Operating Budget + Warrant Articles			\$1,516,267	3.85%
\$ Decrease in Revenues			(\$291,420)	-2.41%
\$ Increase in Tax Assessment			\$1,807,687	6.62%
Tax Rate Increase			\$1.01	4.91%
* Indicates Bond Issue				
			\$ 101	<---Tax impact on a home valued at \$100,000
			\$ 202	<---Tax impact on a home valued at \$200,000
			\$ 303	<---Tax impact on a home valued at \$300,000
Milford Net Assessed Valuation 16/17 (with utilities)	1,329,268,961			
Milford Net Assessed Valuation 16/17 (without utilities)	1,307,400,561			
FY16 State Education Tax (@ \$2.345 per thousand)	3,024,096			
Milford Net Assessed Valuation 17/18 (ESTIMATED)(with utilities)	1,349,768,961		13,498	1 cent Tax Rate Impact
Milford Net Assessed Valuation 17/18 (ESTIMATED)(without utilities)	1,328,568,961		67,488	5 cent Tax Rate Impact
FY17 State Education Taxes Estimated Using NHDOE FY16 Adequacy Report of 10-1-16	3,024,096		134,977	10 cent Tax Rate Impact
			674,884	50 cent Tax Rate Impact
			1,349,769	1 dollar Tax Rate Impact

**MILFORD SCHOOL DISTRICT
2017/2018 BUDGET
REVENUE ESTIMATES**

ACCOUNT #	DESCRIPTION	FY1415 REVENUES	FY1516 REVENUES (unaudited)	FY1617 BUDGET (MS24)	FY1718 BUDGET	\$ CHANGE FY17 to FY18	% CHANGE FY17 to FY18	NOTES
10.1311.000.0.000.0.000.4.0000	TUITION FROM PUPILS,PARENTS	(15,009)	(10,897)	(9,000)	(2,500)	6,500	-72.22%	Staff children - fewer parents/students
10.1314.000.0.000.0.000.4.0000	SUMMER SCHOOL TUITION	(2,885)	(1,130)	(1,125)	(1,000)	125	-11.11%	Based on summer 2016
10.1321.000.0.000.0.000.4.0000	TUITION FROM LEAS - NH	(793,445)	(967,134)	(1,085,252)	(1,151,700)	(66,448)	6.12%	Mason - based on 100 students
10.1322.000.0.000.0.000.4.0000	SP ED TUITION FROM LEAS - NH	(331,651)	(274,335)	(305,000)	(305,000)	0	0.00%	Mason, Wilton, Amherst, Nashua
10.1323.000.0.000.0.000.4.0000	VOC ED TUITION FROM LEAS-NH	(37,600)	(33,354)	(27,500)	(30,000)	(2,500)	9.09%	Est. 25 Students
10.1510.000.0.000.0.000.4.0000	INTEREST INCOME	(1,133)	(1,142)	(1,000)	(1,100)	(100)	10.00%	
10.1910.000.0.000.0.000.4.0000	RENTALS	(4,183)	(11,748)	(6,000)	(6,000)	0	0.00%	
10.1980.000.0.000.0.000.4.0000	REFUND PY EXPENDITURE	(12,622)	0	0	0	0	0.00%	Erate - invoice credits, not revenue
10.1990.000.0.000.0.000.4.0000	OTHER LOCAL REVENUE	(7,381)	(6,361)	(4,000)	(5,000)	(1,000)	25.00%	Based on historical values
10.3111.000.0.000.0.000.4.0000	EQUITABLE EDUCATION AID	(8,071,340)	(7,825,627)	(7,477,627)	(7,292,824)	184,803	-2.47%	11/15/16 DOE est
10.3190.000.0.000.0.000.4.0000	OTHER STATE AID	0	(4,758)	0	0	0	0.00%	
10.3210.000.0.000.0.000.4.0000	SCHOOL BUILDING AID	(240,865)	(240,865)	(240,865)	(240,865)	0	0.00%	
10.3230.000.0.000.0.000.4.0000	CATASTROPHIC AID	(30,891)	(14,251)	(68,925)	(40,000)	28,925	-41.97%	Assessed by DOE
10.3241.000.0.000.0.000.4.0000	VOCATIONAL AID	(88,619)	(85,931)	(82,500)	(82,500)	0	0.00%	Est. 25 Students
10.4580.000.0.000.0.000.4.0000	STATE REVENUE-MEDICAID	(220,830)	(336,047)	(190,000)	(250,000)	(60,000)	31.58%	
10.5253.000.0.000.0.000.4.0000	TRANSFERS FROM NONEXPENDABLE TRUSTS	(35,000)	(35,000)	(35,000)	(35,000)	0	0.00%	
	TRANSFER FROM SPECIAL REVENUE FUNDS	(1,231,891)	(1,265,846)	(1,288,265)	(1,288,265)	0	0.00%	
	TRANSFER FROM FOOD SERVICE FUNDS	(890,000)	(860,000)	(830,000)	(830,000)	0	0.00%	
	REVENUE TOTALS:	(12,015,345)	(11,974,426)	(11,652,059)	(11,561,754)	90,305	-0.78%	
	PRIOR YEAR UNRESERVED FUND BALANCE	(627,719)	(789,018)	(465,115)	(264,000)	201,115	-0.78%	
	TOTAL REVENUE & CREDITS	(12,643,064)	(12,763,444)	(12,117,174)	(11,825,754)	291,420	-2.41%	