

Oyster River Cooperative School District

Manifest/Budget Workshop Meeting Agenda

November 30, 2016

ORHS – C-120

6:30/7:00 p.m.

- I. Call to Order
- II. Manifest Review – 6:30 PM
- III. Information Board Requested
- IV. Budget Discussion – 7:00 PM
 - a. Proposed 2017-18 Budget
 - b. Revenue Estimate
 - c. Tax Estimates
 - d. Warrants:
 - 1. GUILD
 - 2. Benefits Stabilization Fund
- V. Discussion
- VI. Adjournment

The School Board reserves the right to take action on any item on the agenda.

Respectfully submitted,

Superintendent

Wendy DiFruscio

From: Susan Caswell
Sent: Thursday, November 17, 2016 3:43 PM
To: James Morse
Cc: Wendy DiFruscio
Subject: FW: vending, etc. FY16

Jim,

Below is the information for the Board from Doris.

Sue
Susan Caswell
Business Administrator
Oyster River Cooperative School District
603-868-5100 x2003

Working Together to Engage Every Learner

The Right-To-Know Law provides that most e-mail communications, to or from School District employees regarding the business of the School District, are government records available to the public upon request. Therefore, this e-mail communication may be subject to public disclosure. However, confidential information about students, staff, and parents may not be subject to disclosure. The confidentiality of information about students and personnel matters must be maintained by the individual or entity to which this e-mail is addressed. Any unauthorized review, use, disclosure, or distribution of confidential information is prohibited.

From: Doris Demers

Sent: Thursday, November 17, 2016 2:54 PM
To: Susan Caswell <scaswell@orcscd.org>
Subject: vending, etc. FY16

	Revenue	Est. Profit
Bottled drinks	\$ 75,645.75	\$ 37,252.65
Coffee	\$ 5,135.75	\$ 1,971.95
Vending	\$ 9,445.60	\$ 3,778.24
Estimated profit		\$ 43,002.84

Doris Demers, Director
Oyster River Cooperative School District
33 Coe Drive, Durham, NH 03824
Phone: 603-389-3310

Wendy DiFruscio

From: Susan Caswell
Sent: Tuesday, November 22, 2016 12:25 PM
To: Wendy DiFruscio
Subject: FW: Questions from Budget Workshop
Attachments: MOU for track use with Dover 2016 and 17.pdf; Light Budget.xlsx

Susan Caswell
Business Administrator
Oyster River Cooperative School District
603-868-5100 x2003

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From: Corey Parker
Sent: Thursday, November 17, 2016 1:17 PM
To: Susan Caswell <scaswell@orcsd.org>
Subject: Re: Questions from Budget Workshop

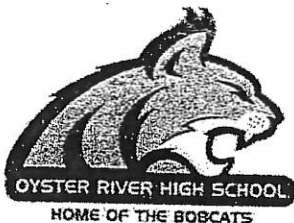
Sue,
Fall Turf Rental was \$2,085.50
Spring Turf Rental was \$952.00
Spring Track Rental was \$362.00

-Keep in mind last year we saved about \$1700 in spring track rental as we negotiated using Dover's track once our track was approved. Both districts agreed to allow usage for each others track during construction time. MOU attached.

Confused on the irrigation wash, couldn't see electricity for the irrigation to costs what the hourly rate is for employees to cut and line the turf field 2/3 times a week.

Lights breakdown attached for 17-18 year.

Corey Parker
Director of Athletics
Oyster River School District
@ORBOBCATS



Memorandum of Understanding Between
Oyster River Cooperative Schools
and
Dover City Schools

Background:

Both schools will be in construction of new tracks at their facilities over the next two years. Both will be displaced for a track season and are seeking alternative options.

Purpose:

This MOU allows both schools to cooperatively allow the other school to utilize their facility after their own programs to provide an opportunity for the student-athletes to maximize their opportunities and growth.

Agreement:

Athletic administration at both Oyster River High School and Dover High School will document and track the usage for Oyster River using Dover's track in the spring of 2016 to ensure equality the following year when Dover is using Oyster River's facility.

Funding:

School districts will not be charged for usage at either facility. If damage occurs, the school involved will be responsible for replacement. Normal wear of the facility will not be considered.

Duration:

This MOU will be mutually agreed upon for the spring of 2016 lasting through the end of the 2017 spring season.

Liability:

Each school district will be responsible for their own school teams for the entirety of the agreement and will provide proof of proper insurance to the host school district.

Signature: <u></u> Date: <u>3/31/16</u>	Signature: <u></u> Date: <u>3-2-16</u>
Dover Superintendent	Oyster River Superintendent
Signature: <u></u> Date: <u>4/1/16</u>	Signature: <u></u> Date: <u>4/1/16</u>
Dover HS Principal	Oyster River Principal
Signature: <u></u> Date: <u>4/1/16</u>	Signature: <u></u> Date: <u>4/1/16</u>
Dover HS Athletic Director	Oyster River Athletic Director

Light Needs for 2017-18

Fall Dates:				Total Hours	72.5
Night Games	9	Hours per night	2.5	22.5	Cost per hour \$ 75.00
Practice Dates	6		1.5	9	Total Cost \$ 5,437.50
Spring Games	8		2.5	20	
Practice Dates	6		1.5	9	
Relay 4 life event	1		4	4	
Graduation??	2		4	8	

Graduation is including:
4 hours on night of and night before

Wendy DiFruscio

From: Susan Caswell
Sent: Wednesday, November 23, 2016 5:30 AM
To: Lisa Huppe
Cc: Wendy DiFruscio
Subject: Re: Information for Budget meeting

How much are the belts and how many for each bus?

Sent from my iPhone

On Nov 22, 2016, at 4:06 PM, Lisa Huppe <lhuppe@orcsd.org> wrote:

John is doing research as the time involved is great.

We estimated 8 hours/bus so \$2180.00 to install belts in one 77 passenger

Lisa Huppe

Transportation Director
Oyster River Cooperative School District

From: Susan Caswell
Sent: Tuesday, November 22, 2016 3:37 PM
To: Lisa Huppe <lhuppe@orcsd.org>
Cc: Wendy DiFruscio <wdifruscio@orcsd.org>
Subject: Information for Budget meeting

Lisa,

Can you send the information on the cost for seat belts for the buses to me and Wendy? She needs to have it for backup for the agenda. She will be sending it tomorrow by 10:00. Dr. Morse said to include a para on each bus.

Thanks.

Sue
Susan Caswell
Business Administrator
Oyster River Cooperative School District
603-868-5100 x2003

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Oyster River Cooperative School District

2017-2018 BUDGET BY LOCATION as of 11/10/16

	2015-16	2016-17	2017-18	DIFFERENCE
	<u>EXPENDED</u>	<u>APPROVED</u>	<u>PROPOSED</u>	
MAST WAY	2,993,397	3,549,455	3,642,610	93,155
MOHARIMET	3,671,007	3,738,157	3,750,065	11,908
MIDDLE SCHOOL	6,619,222	6,959,525	7,162,148	202,623
HIGH SCHOOL	7,474,962	8,043,447	8,302,071	258,624
SAU/ADMN	2,637,973	3,035,615	3,145,989	110,374
TRANSPORTATION	2,074,162	1,928,424	2,055,341	126,917
TECHNOLOGY	1,182,570	1,235,589	1,251,661	16,072
FACILITIES	3,579,214	3,821,938	4,059,324	237,386
SPECIAL EDUCATION	8,061,799	8,699,610	9,192,116	492,506
TOTAL	38,294,306	41,011,760	42,561,325	1,549,565
				3.78%

General Fund (10) TOTAL

42,561,325

Article 3 - Teacher Contract

527,076

Total with warrant article

43,088,401

5.06%

House Valued at	FY2015-Current	FY2016-Proposed	Tax Impact Proposed
Durham			
\$200,000	\$3,687	\$3,842	\$154
\$400,000	\$7,375	\$7,683	\$309
Lee			
\$200,000	\$4,175	\$4,299	\$124
\$400,000	\$8,350	\$8,598	\$248
Madbury			
\$200,000	\$4,373	\$4,337	(\$35)
\$400,000	\$8,746	\$8,675	(\$71)

**OYSTER RIVER COOPERATIVE SCHOOL DISTRICT THE
STATE OF NEW HAMPSHIRE
2017
SCHOOL WARRANT**

To the Inhabitants of the Oyster River Cooperative School District of Durham, Lee, and Madbury qualified to vote upon District affairs:

You are hereby notified to meet at the Oyster River High School in said district on the 7th day of February 2017, at 7:00 o'clock in the evening for Session I of the Annual School District Meeting for discussion of Articles 3 through 7 and for any amendments thereto. Warrant articles whose wording is prescribed by law shall not be amended and no warrant article shall be amended to eliminate the subject matter of the article at Session I.

Official ballot voting for school district officers (articles 1 and 2) and on articles 3-7 will occur at town polling locations on Tuesday, March 14, 2017:

Town of Durham	Oyster River High School	7:00 am to 7:00 pm
Town of Lee	Lee Safety Complex	7:00 am to 7:00 pm
Town of Madbury	Madbury Town Hall	11:00 am to 7:30 pm

ARTICLE 1: To choose a Moderator for the coming year.

ARTICLE 2: To choose two At-Large School Board members for the ensuing three years.

ARTICLE 3: Shall the District vote to approve within the provisions of New Hampshire RSA 273-A:3 the cost items included in the collective bargaining agreement reached between the Oyster River Teacher's Guild and the Oyster River School Board which calls for the following increases in salaries and benefits at the current staffing levels:

2017-2018	\$ 527,076
2018-2019	\$ 568,708
2019-2020	\$ 587,169

and further to raise and appropriate the sum of \$ 527,076 for the 2017-2018 fiscal year, such sum representing the additional costs attributable to the increases in salaries and benefits required by the new agreement over those that would be paid at current staffing levels? *The School Board recommends this appropriation. (Majority vote required)*

ARTICLE 4: Shall the District raise and appropriate up to \$ xxx,xxx to be added to the Benefit Stabilization Fund, with such amount to be funded from the year-end undesignated fund balance surplus. *The School Board recommends this appropriation. (Majority vote required)*

Explanation: Warrant Article 4 – This fund was established for offsetting unexpected increases in benefit costs. The timing and unpredictability of increases in benefit costs make it difficult for the Board to adjust budgets to account for higher than anticipated increases. This fund allows the Board to access funds to offset the increase allowing them the time to adjust in other areas. Since we anticipate utilizing some of these funds in this budget cycle we are asking for funds to replenish this account.

ARTICLE 5: To see if the Oyster River Cooperative School District will vote to discontinue the Track Fund-District Support created in 1998. Said funds, with accumulated interest to date of withdrawal, have been transferred to the Oyster River Cooperative School District general fund and expended for the renovation of the high school athletic fields. *The School Board recommends this appropriation. (Majority vote required)*

ARTICLE 6: To see if the Oyster River Cooperative School District will vote to establish a Facilities Replacement, Development and Maintenance Trust per RSA 198:20c and RSA 31:19a, for updating our facilities, and transfer to this newly created trust the entire balance of:

- a. The School Board Capital Replacement Fund, created in 2011, up to \$13,000.00;
- b. The School Building Maintenance Fund, created in 1995, up to \$5,500.00, and;
- c. The Athletic Facilities Fund, created in 2009, up to \$3.00, and further,

Upon the accomplishment of the transfers from these three funds, discontinue each of these three funds, and further; to name the School Board as agent to expend from the Facilities Replacement, Development and Maintenance Trust. *The School Board recommends this appropriation. (Majority vote required)*

ARTICLE 7: Shall the District raise and appropriate as an operating budget, not including appropriations by special warrant article and other appropriations voted separately, the amount 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 distributed as follows: Fund 10 = \$ xx,xxx,xxx (regular operating budget); Fund 21 = \$ xxx,xxx (expenditures from food service revenues); Fund 22 = \$ xxx,xxx (expenditures from federal/special revenues); Fund 23 = \$ xx,xxx (expenditures from pass through funds)? Should this article be defeated, the operating budget shall be \$ xx,xxx,xxx (Default Budget) which is the same as last year with certain adjustments required by previous action of the District or by law; or the District may hold one special meeting in accordance with RSA 40:13, X, and XVI to take up the issue of the revised operating budget only. *The School Board recommends this appropriation. (Majority vote required)*

Given under our hands at said Durham NH this _____ day of January 2017:

Thomas Newkirk, Chairperson

Allan Howland, Vice-chair

Kenneth Rotner

Maria Barth

Daniel Klein

Denise Day

Sarah Farwell