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HOLLIS BROOKLINE COOPERATIVE SCHOOL DISTRICT BUDGET COMMITTEE

Minutes of the May 24, 2017 meeting at the Hollis Brookline Middle School

Present:

Darlene Mann, Chair
Raul Blanche, Vice Chair
Brian Rater, Secretary
Tom Enright
Jim Solinas
Krista Whalen

Kelly Seeley, Business Administrator

Absent:

David Blinn
Lorin Rydstrom

The meeting was called to order at 6:41PM.

Secretary's Report

Raul moved to accept the minutes of February 8. Krista seconded. Approved 3-0-3. Tom, Krista and Jim abstained.

Public Input

There was no public input.

Financial Update

There were no significant changes from the last meeting. The expectation at this point is to return approximately \$283,000 to the taxpayers at then end of the fiscal year.

Audit

The audit of FY16 raised only one concern. There was a discrepancy between the SAU accounting of the student accounts fund and the bank balance. The SAU is addressing the discrepancy and will implement a solution. This topic will be fully discussed at a future Budget Committee meeting.

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Food Services

At a previous meeting of the Budget Committee, it was agreed to hold educational presentations on specific topics of interest that can impact the creation of a HB Coop budget. The first topic was food services. Highlights included,

- 1) There is a Food Service Manager that is shared across the SAU.
- 2) The SAU participates in the National School Lunch Program (NSLP), which provides federally assisted subsidies, USDA sourced foods and free training, resources and assistance. In exchange, the lunches must meet federal standards and the schools must provide free and reduced cost lunches to those students who qualify.
- 3) Revenues are dropping each year due to several factors including reduction in the number of students who buy food from the school (however, recent school schedule changes have increased revenues); some of the recent food requirement changes have suppressed revenues (ex. whole grain instead of white grain) (changed in FY13 and 15); and the snacks offered are required to be much healthier and therefore are less appealing (changed in FY15). Also, the school is seeing fewer reimbursable meals because the meals are required to include a vegetable or fruit and many students do not select those (changed in FY13).

In the last six years, revenues have decreased \$135,000 per year while expenses have remained flat.

By comparison, Londonderry has stopped participating in the NSLP at the high school due to low participation. They returned to the 2010 NSLP requirements, invested in machines such as a frozen yogurt dispenser, increased portion sizes and prices and increased catering and marketing. They are now seeing annual profits of \$38K to \$50K whereas they had seen losses before the change.

Expense reduction strategies include reduction in staffing and/or salaries, increase in training and participating in the NH Buying Group to reduce food costs.

Revenue increase strategies include student surveys, marketing, optimizing building schedules and hiring a consultant. To increase reimbursable meals, we can increase nutrition education, marketing, improve recipes and increase staff training and networking.

School Board Update

The SB would like to start a 501(c)3 to accept donations to help with certain facility upgrades such as athletic and robotic facilities. There is a facilities task force that is looking at reconfiguring the spaces,

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especially the weight room. There is also a desire to have a robotics lab in both the high school and the middle school. The task force is considering hiring an architect to suggest structural changes.

There is still work in creating a crosswalk. The state will pay for some of the costs, leaving only \$509 in expenses for the school. However, it would be desirable to have a crossing guard. The school board is considering options.

The school board has changed the start time from 7:15 to 7:35 in the middle school and the end time is changing from 2:15 to 2:20. The high school start time is changing from 7:15 to 7:40 and ending at 2:30 instead of 2:24. A new committee will be looking at the scheduling of classes at the high school and the middle school.

Contracts input and analysis

We should look at step table comparisons and health care costs.

Announcements

Jim Solinas discussed that high school senior Allie Campbell started a recycling program for thin plastics at the transfer station and gave a well-received speech on the topic at a recent conference.

Agenda Building

We will be looking at facilities in June and an update on the budget.

Next Meeting

Our next regular meeting will be on Wednesday, **June 28th** at 7:30PM at the Middle School Multipurpose Room.

Raul moved that we adjourn. Krista seconded. The motion passed 6-0-0. Adjourned at 8:08pm.

Respectfully submitted,
Brian Rater

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