

OFFICE OF THE SUPERINTENDENT OF SCHOOLS
Peterborough, New Hampshire

CONTOOCCOOK VALLEY SCHOOL DISTRICT

BUDGET & PROPERTY COMMITTEE

Monday, September 17, 2007
SAU OFFICE
7:00 PM

MINUTES

Attendees: Craig Hicks, Ray Cote, Arthur Knight, Bart Goodeve, Gail Cromwell, Bill McKinnon, Tom Welden, Stewart Brock, Dick Bergeron, Don Johnson, Marian Alese, Linda Potter, Sue Copley, Sue Dell, Dick Dunning, Gib West, Jeanie West

1. Approval of Minutes

August 20, 2007

Gail Cromwell moved to accept the minutes of the August 20, 2007 meeting. Bill McKinnon second.

Gail amended the statement five sentences from the bottom of page four that read “Why would we do the same for our non CVEA employees?” to read “Why would we not do the same for our non CVEA employees?” Arthur Knight abstained. All else in favor.

2. Modular Classroom Update

Jon Eldridge

Jon said that students moved into the modular class last Wednesday for temporary capacity. The punch list items were complete and are waiting permanent entry. Craig said that it is nice that some students can enter CVHS on a part-time basis.

3. CVHS Architect RFQ Review

Jon Eldridge

Marian said that the RFQ was put out to seven or eight firms. Three have responded to the RFQ. Of the three, Amoskeag Architect from Manchester responded with information relative to building a senior center. Barker Architects also responded from Concord, NH. They have done a lot of work in schools. He recommends this firm for further discussion. (See Attachment #1)

Gail asked if the scope of the project was decided on. Jon Eldridge said that Sue Dell, Craig Hicks, Mike Mooney and he walked through the high school to address ADA Requirements. Jon recommended that a high, low, and medium-high scope be addressed.

Gail said that the scope of the project from her perspective is to meet the ADA requirements. Jon agreed. He said that other items might be addressed. Craig said that the design for what is required is being sought.

He said that the back entrance to the gym was discussed. Elevator issues were discussed as well. He said that it is good from a program standpoint not to move backwards. Craig added that he is aware of a draft to build a state-of-the-art auditorium that never came to be and asked that the architect of that project be allowed to speak in the future in the event that a piggyback situation is possible. Craig said that they would like to include kids into the planning.

4. Energy Management Update

Marian said that an energy audit was conducted last year. After looking at preliminary results, low cost changes were made that were thought to have a big impact. (Information is included in tonight's packet) Marian said that Charlie Hunt is present tonight to address any questions. Craig asked if we looked at point of use water heaters. Charlie said that the water heaters we use in general occupancy time are very complex and inefficient during our idle times. Charlie said that it is in the works. There would be minimal costs and that the work could be done in house. CVHS has the most difficult water heater to address. Charlie said that PSNH did an audit and analyzed the load for one week. PSNH was blown away by the cost of the water heater. Charlie instructed a cold-water meter to be installed. The hot water was backing into the cold water costing a fortune to reheat. The cost to fix it was minimal. Additional work is still needed. Charlie said that he is pursuing. Charlie added that the hot water heater is electric. The water heater was state-of-the-art at the time of installation. It can be relined. Charlie said that a new element could be installed at a cost of \$ 5,000. He added that about 300 gallons of hot water are used each day at the high school.

Craig said that the system is working for twelve hours with half of the elements. He asked if the water circulated around the building. Charlie said that the gym end of the building heats its water in the gym end by a hot water boiler. The remainder of the building uses another system that requires different temperatures.

Marian said that in addition to replacing the element at the high school, a water heater needs to be installed at AES. She said that when the buildings start up there are spikes in usage, which would be staggered to prevent the spikes. Craig said that it makes sense to replace the element at the high school. Ray said that it would be helpful to have comparative numbers after the element is replaced. Charlie added that at GBS, there is a small stand-alone hot water heater that would continually plug when there was a fuel drop. A double filter is being used to alleviate the problem. In addition, there was a lightening strike that wiped out the system. He has rewired it but the old system is gone. Charlie said that he is not going to waste one kilowatt or gallon of water this winter.

Bart Goodeve confirmed that the Great Brook School got struck by lightening in March. Charlie confirmed. Bart said that he is struck by the deterioration in the hot water system that it cannot be isolated. He asked if other areas needed to be looked at. Charlie said that there are only two valves in the building that need to be shut off no matter where the water problem is. Bart asked if similar valves existed in the buildings. Charlie confirmed that there were and that they were being looked at. Bart said that it would be desirable to know where the weak

links are. Marian said that when the energy audit took place was when they became aware. Charlie said that until it is broken they are often not aware. Gail said that when water usage was looked at, SMS had high water usage due to the kitchen usage. Gail thanked Charlie for his information tonight. Stewart Brock asked what was in place to audit and how often should we audit. Charlie said that we are looking at programs right now and actively pursuing energy management. The information can be gathered and analyzed in one place. They can look for unusual activities. Marian said that we have some data but not as detailed as what can be collected now. She said that a work order collection system is taking place and in October information can be provided.

5. Temple School HVAC Demo

Jon Eldridge said that Control Technologies installed a system in Temple to analyze data. Jon said that once installed information on all of the schools can be viewed from the computer. Systems can be checked and flipped back on in the middle of the night from home.

Future technology will include the system to call a cell phone should a problem occur. Jon provided a demo on the Control Technologies system in place at TES.

Ray Cote asked about security issues with the computer system. Additional information will be provided. It was agreed that manpower and energy savings could be realized with this system.

Dick Bergeron said that he would love to see a camera for security purposes in specific areas in the future.

Marian said that we agreed to do this as a pilot program and that we would see what else is out there.

Jon Eldridge said that he has experience with other companies and that it would make sense to look at other systems.

6. Budget Development Update

First Day Enrollments/Estimate 08 – 09

Bus Route Analysis

Marian said that several spreadsheets exist in tonight's packet.

The first spreadsheet was Town by Grade dated September 10, 2007. Craig asked why West Peterborough was separated out. Marian said that they were separated out because of the zip code difference between Peterborough and West Peterborough. Marian said that when students were pulled out by town, they were pulled by zip code. Marian said that ultimately, if we should consider redistricting, the zip codes would be significant. Marian said that the regular education classes only are reflected on the Student/Teacher Ratio data provided in tonight's packet. The Special Education students are included in the absolute numbers.

Marian said that when we talk about class sizes we talk about regular classrooms with regular teachers whether they are integrated classes or not. Gib said that he counted his teachers and paraprofessionals to determine his ratios. He said that we need to be clear if we count the teachers. One in twenty is the goal. Marian said that the last page in tonight's handout is a straight-line projection by moving the twelfth grade out and shifting grades nine through eleven up one.

Ray said that the purpose of the numbers is to start thinking about routing. He asked for costs on running the Kindergarten program.

Marian said that the purpose of these figures is to start thinking about the kinds of questions that might be asked before we head to the budget process.

Dick said that he is visiting classrooms with eleven students in them. He said that the discussion needs to take place as soon as possible.

Stewart agreed that the discussion of splitting classrooms is a discussion that he sees coming down the road. He is not a fan of splitting classrooms. It takes an extraordinary teacher and effort.

Dick said that he is looking at contiguous communities. If children in Antrim are closer to the Hancock school and there are classroom differences we might look at leveling the playing field by redistricting.

Gail Cromwell said that she thought that redistricting would be a good answer. Equity in class sizes across the district is needed. The trouble with redistricting is that PES is the only school that we have that operates efficiently in spreading the costs. We would be taking the students out of PES and spreading them within the district. It would solve the equity issue but not the efficiency issue. Gail distributed a 08/09 Estimated Student Enrollment spreadsheet. (See attachment #2) When comparing the numbers, nine teachers could be eliminated. Bart said that you cannot ignore the distribution. Gail said that we could. Enough variation in the student body would exist to make this possible.

Gail said that she presents the rough numbers and would like to improve.

Craig said that we would have to figure out how many students would be shifted from schools and the costs associated with that.

Craig said that this is a concept that Gail is bringing forward and ought to be treated as such.

Craig suggested that the Administration look at this and get back to the Board.

Discussion about the sign replacement outside ConVal High School took place. Craig said that zoning issues exist. Bart asked if the Town Of Peterborough's zoning issues bound us. There might be middle ground between the town.

Stewart asked for a budget timeline. He said that he needed to cancel the Communications Committee meeting scheduled for Monday, September 24, 2007.

Ray said that at a prior meeting discussion took place whether our Administrative Assistants should be required to have web experience. His issue with web stipends is that we ask for general computer knowledge and competence when hiring. He said that the need for specialized knowledge could be eliminated. There are content management systems that exist (CMS) that allow pictures to be uploaded with keyed in text. It has a direct monetary impact. It could become part of what one does with their job.

Dick asked Gail if a North/South approach was looked at. For example, one school would be certain grades and the other school would hold the remaining grades.

7. Facilities Scheduling Software

Marian said that School Dude has modular systems that can be purchased as an online facility usage scheduling system. (See attachment # 3)

8. Year End Report (MS25)

Marian distributed copies of two pages relative to the Budget Committee (See Attachment #4). Marian said that \$ 102,949.04 will be returned to the towns. This figure reflects the reserved funds. Marian asks that this be signed to send back to the DOE.

Gail asked for a final account review by object. Marian agreed.

Craig Hicks motioned to conclude tonight's meeting at 8:47 p.m. Arthur Knight second. Unanimous.

Respectfully submitted,

Brenda Marschok