

NOTTINGHAM SCHOOL BOARD MEETING

Nottingham School District

November 5, 2025

Public Session 6:30pm

Location: Nottingham School Library

School Board Members:

Mrs. Melissa Bielat Co- Chair
Mrs. Caroline Ganier Co-Chair
Mrs. Susan Levenson
Mrs. Danielle Roy
Mrs. Kamee Leshner

SAU Administration:

Ms. Kathryn Duncan, Director of Student Services

School Administration:

Mr. Jeff Hoellrich, Principal

1. Call to order by the board co-chair
 - a. Ms. Bielat called the meeting to order at 6:32pm.
 - b. The Pledge of allegiance was recited by those present
 - c. Ms. Duncan presented the nominations for winter sports coaches. Ms. Ganier made a motion to accept the nominations as recommended, Seconded by Ms. Leshner. Motion passed 5-0.
2. One member present but declined comment.
3. Discussion
 - a. Budget Memo FY27

Ms. Bielat reviewed the FY27 budget memo as submitted by Mr. Corey. In this memo, Mr. Corey reports that the default budget currently stands at \$17,543,815.00 which represents a 2.62% increase over FY 26 approved budget of \$17,096,278. The FY27 proposed budget now stands at \$17,842,940 reflecting a 4.3% increase over the FY 26 budget period this is a reduction from the October 2020 second version of the proposed budget which totaled at a 6.52% increase. Mr. Corey also notes that over the next several weeks the process will continue as we review additional budget areas specifically technology and maintenance. Mr. Corey also notes that an overview of the food service program is included in FY27 along with trust account balances. The preliminary FY27 budget was reviewed with the budget committee on October 30th with the next budget meeting being on November 19th.

b. FY 27 Proposed

Mr. Hollerich began the review of the FY20 27 proposed budget. Budget drivers related to the new teacher general supplies, classroom textbooks, and nurse supplies were discussed. Additional budget drivers include the addition of secure print, Chromebook cases, a new intercom system (under Replacement equipment), a new Sonic wall (in the network software

line) and an update to the windows domain server (In the tech replacement equipment line) as identified in the atom report. Ms. Levenson noted that at a previous Tech committee meeting, 6th grade teachers felt the Chromebook carrying cases were important for executive functioning skills. Mr. Hoellrich reports he will discuss this further with middle school staff.

The board and administration discussed the impact of the textbook cost on the budget versus use of reserve funds along with the length of the textbook cycle. The board also discussed with administration the use of vector software versus frontline and cost comparisons. The maintenance lines were reviewed including the consulting service fee, a new kitchen water heater, estimated repairs, the possibility of a new asset management program and the bi-annual replacement of the two arsenic tanks. Mr. Hollerich noted that he will discuss with Mr. Brown the details related to the asset management program along with the initial cost and anticipated yearly costs.

It was noted that function codes were missing the overall percent increase.

The student services budget trends were reviewed by Ms. Duncan, detailing anticipated budget decreases along with anticipated budget increases. Special education enrollment and active referrals were reviewed. Ms. Duncan reported that there is one title 1 Tutor, a library media para (this position is budgeted for but currently unfilled), 22 special education paras, 3 regular paras, and one part time para for the preschool.

There was discussion related to summer institute which is currently in the proposed budget for \$2,000. Mr. Hollerich notes that this is currently funded but that it is his recommendation that this is removed.

The board notes that the nurse's salary shows no increase in the default or proposed budget. Administration reports that this will increase.

Discussion was had around the speech health insurance and dental insurance; it was noted that these will increase because there are now 2 positions.

Discussion was had around the salary for vector stipends and FICA for vector stipends it was noted that vector is used for professional development.

It was noted that the Webmaster stipend is showing a 3% increase in the proposed budget. Administration reports that this will not increase as stipends stay stagnant.

It was noted by Ms. Levenson that the salary for the school district moderator and the salary for the school district clerk are a part of the operating budget and have been budgeted for again in FY27.

The board had questions about contracted IT services, which services are included?

Discussion around operation and maintenance of plant was had, particularly related to the contracted services building line to include Mr. Marc Jobin, and the inclusion of the arsenic tank

repairs and maintenance building line. It was noted that the new kitchen water heater could possibly be in the new equipment and fixtures line.

There was an additional question related to the addition of athletic transportation.

There was a discussion related to the food services budget, and how it appears to be ancillary and not incorporated into the operating budget.

Mr. Hollerich provided an update on the heating system, the repair of outside lights and an update on the air quality grant progress. Ms. Leshner added additional information, including that the district will receive around \$3,000 total.

4. Review of Bills and Manifests

The board approved and signed off on AP 1371-1374 amount \$249,918.91

The board discussed the NHS payments, how did this issue happen and how can we prevent it from happening again? There is an IRS component to this as well that is under negotiation.

The board and administration discussed space needs within the building. It was noted by Mr. Hollerich that these space needs will continue into next year. Ms. Levenson noted that when addressing our space needs it is important to include the history of building renovations along with history of academic progression including the benefits of the full day kindergarten transition.

5. Committee reports were provided by representatives.

- a. Communication committee: to be scheduled
- b. Technology committee: next Wednesday at 7:30 AM
- c. Health and Wellness: 11/6/2025
- d. EMC/Joint Loss: December or January
- e. Professional Development: 11/5, Susan attended, Reports discussion related to reimbursement procedures impacting professional development process, positive feedback on responsive classroom teacher workshop, discussion around anticipated professional development in March along with the next meeting in January.
- f. Finance audit: to be scheduled. Ms. Leshner noted that and NHSBA sent an update regarding a pending state bill for schools to complete their annual audit within four months instead of one year along and completion of audit in order to receive state funds.
- g. Space advisory: scheduled to meet Thursday November 13th at 4:00 PM
- h. CIP: Brief discussion of CIP as presented by Ms. Levenson with discussion around replacement windows and possibility of a warrant article, along with timeline for space needs building project, timeline for roof and generator.
- i. Budget: Update was provided previously; next meeting is in November.

- j. Delegate assembly: Ms. Leshner attended the delegate assembly and reported to the board on the resolutions.
- 6. Meeting Minutes
 - a. October 22nd meeting minutes were revised, a motion was made by Ms. Leshner, seconded by Ms. Roy, to accept the October 22nd meeting minutes as edited. Motion carried 5-0.
- 7. Agenda building for November 19th Meeting
 - a. Discussed including FY27, D policies, NHRS/IRS issues and current operating budget review with TMS including detailed revenue and expense report. In addition was the custodian compensation, a space and facilities update from Marc Jobin and the discussion around the warrant article for the windows.
- 8. Non-Public
- 9. Adjourn
 - a. Public meeting was adjourned at 9:20 PM with a motion from Ms. Roy, seconded by Ms. Leshner, motion carried 5-0.