

**COMMITTEE AND SUB-COMMITTEE MEETING MINUTES**  
**HOOKSETT SCHOOL BOARD COMMUNICATIONS**  
**SUB-COMMITTEE MEETING**

**DATE/TIME/LOCATION OF MEETING:**

THURSDAY, NOVEMBER 17, 2016 / 11:00 a.m. / CAWLEY MEDIA ANNEX

**COMMITTEE MEMBERS IN ATTENDANCE:**

JIM SULLIVAN, KARA SALVAS, PHIL DENBOW

ALSO IN ATTENDANCE: CAWLEY PRINCIPAL, MATT BENSON, TECHNOLOGY DIRECTOR, CHRISTY PROSSER, SUPERINTENDENT OF SCHOOLS, CHARLES P. (PHIL) LITTLEFIELD

**BRIEF DESCRIPTION OF MEETING ACTIVITY AND ALL ACTION TAKEN:**

The committee met to discuss strategies on streaming informational videos in order to educate the public on different aspects of how the School Board functions. These will be produced by students at the Cawley Middle School, but will be hosted by Dr. Littlefield and, for the most part, will feature the three Board members on the sub-committee.

Considerable discussion ensued and the following topics having to do with BUDGET will be vetted out and are expected to be on the first installment of the streaming video.

Budget Process, featuring Phil Denbow  
Where Are We in the Process, featuring Kara Salvas  
Budget Drivers, featuring Jim Sullivan  
Health Insurance, featuring Jim Sullivan  
Cost Per Pupil, featuring Kara Salvas  
Enrollments/Demographics, featuring Kara Salvas  
Efficiencies, featuring Phil Denbow  
High School and How it Impacts the Budget, featuring Phil Denbow  
Goals of the School Board in Developing the Budget, featuring Jim Sullivan

The meeting concluded at 12:30 p.m.

Respectfully submitted,

Rebecca McCarthy