

## Finance Subcommittee Meeting Minutes

October 25, 2016

### Minutes

Present: Leroy Walker, Dr. Elaine Craghead, Margaret Eberhardt, Mary Gormley, Dr. Glenn Pavlicek, Janet Sheehan

Meeting called to order at 7:15am

The Subcommittee discussed the upcoming joint meeting with the Warrant Committee and the Board of Selectmen and how they should be ready to discuss priorities and the contingent/non-contingent budget. Superintendent Gormley stated that she will plan a meeting with the Leadership Team prior to the next Finance Subcommittee meeting. Mr. Walker feels they should be ready to discuss priorities as well as the theme for a contingent budget – what is the story behind it? He suggested meeting Monday, October 31<sup>st</sup> rather than Tuesday.

#### **SEL Job Description**

The Subcommittee discussed the SEL job description and how the \$7,000 grant received from the Women's Club along with the \$5,000 grant received by Jackie Morgan will help fund this position. Discussion followed regarding the estimated number of hours the SEL Facilitator will work, the hourly rate, etc. Ms. Eberhardt voiced her concern that the job description included quite a bit for \$12,000. Superintendent Gormley will prioritize the work for this part-time position and consider the salary.

#### **First Quarter Report**

A motion to approve the First Quarter Report was made by Mr. Walker and seconded by Dr. Craghead.

Vote: 3-0-0

#### **MPS Website Upgrade**

Assistant Superintendent Pavlicek reported that they had received a proposal from Jack Rabbit for about \$25,000 to upgrade our current MPS website. We need to receive bids from other vendors, but it is unlikely that we will beat the price submitted by Jack Rabbit since they are giving an approximate 50% discount to the Milton Public Schools. When asked if this had been budgeted for this year, Superintendent Gormley stated that it had not but we should propose this for next year. Assistant Superintendent Pavlicek added that we do not currently pay fees for our website. All posting is done by Human Resource Specialist Laurie Dunn. The website needs updating after so many years.

Assistant Superintendent Pavlicek also informed the group that the School Department is anticipating an approximate fee of \$15,000 next year for storm water costs.

At 8:40am the Subcommittee paused for a fire drill and the meeting resumed at 8:53am.

**DESE End of Year Report**

Assistant Superintendent Pavlicek will email a copy of the End of the Year Report to the Subcommittee.

**Approval of Minutes**

Mr. Walker moved to approve the August 2, 2016 and September 6, 2016 minutes.

Vote: 3-0-0

The Subcommittee unanimously voted to enter into Executive Session for the purpose of discussing Deployment of Security Personnel and to return to public session after this discussion.

Public Session resumed at 8:53am and discussion followed regarding the next School Committee agenda and topics for discussion with PTO Presidents.

Motion was made to adjourn.

Meeting adjourned at 9:00am.