

Finance Subcommittee Meeting Minutes

October 4, 2016

Minutes

Present: Leroy Walker, Dr. Elaine Craghead, Kristan Bagley Jones, Mary Gormley, Dr. Glenn Pavlicek, Janet Sheehan, Margaret Gibbons

Meeting called to order at 7:15am

FY18 Budget Planning

The Subcommittee discussed the principals' presentations for School Committee and brainstormed budget items from Leadership Team. Assistant Superintendent Pavlicek provided the group with the five-year non-contingent plan and stated there may be some minor revisions. Likely, the bottom line will not change by much. He needs to do a quick analysis of utilities before finalizing and needs to see the most recent special education information. After refining this material, Mr. Walker asked that Assistant Superintendent bring this to the October 11th School Committee meeting.

The Subcommittee discussed the preparation of a contingent vs. non-contingent budget. Mr. Walker feels they should prepare both along with a five-year projection of level service. Assistant Superintendent Pavlicek will verify budget by tomorrow night if necessary.

FY18 Fee Proposal

Assistant Superintendent Pavlicek stated that \$1,400,000 was the Community School's budget which was the amount collected and the amount expended. A \$600,000 balance included collections for summer programs. Balance is generally about \$150,000. Assistant Superintendent Pavlicek explained why Pam Dorsey wanted to increase fees. She is anticipating a deficit given the recent need to reimburse for overtime. Her suggested 10% increase would replenish her balance in one year.

Superintendent Gormley questioned why Community Schools needed the balance since there are generally no emergencies. She feels parents/guardians may not like to see an increase of 10% in one year. The group discussed the current surplus of Community Schools and anticipated overtime costs per year. Assistant Superintendent Pavlicek stated that they will have to look at the overtime issues going forward. There are concerns about the costs of special education aides and whether or not we are able to charge the cost of special education aides to Community Schools. While support in after school may not be legally required per IEPs, we are supporting students to access the programs. Assistant Superintendent Pavlicek will sit down with Ms. Dorsey.

Dr. Craghead stated that she did not see a bottom line in reference to Community Schools. Mr. Walker questioned what is needed to break even. How much profit do you need to have for stability of the program or emergency funds? He feels this will tell us how to build up the surplus.

Dr. Craghead asked about the status with the Union. M. Walker replied that a proposal has been sent regarding the overtime plan. Superintendent Gormley will check with the Union.

Next meeting agenda items will include Driver's Education Fee, Milton Summer Enrichment Fee, SEL position (per the request of Kristan Bagley Jones).

The Subcommittee discussed meeting on Thursday morning.

Motion was made to adjourn.

Meeting adjourned at 8:05am.