

Finance Subcommittee Minutes

August 2, 2016

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

Meeting called to order at 7:05am

4th Quarter Report

Dr. Pavlicek explained that this report is a summary of the full DESE end of year report. The School Committee votes seven categories. Each category is broken down into about 25 categories noted in the full report. Although we spent exactly our budget appropriation for the total budget, we spent over budget and under budget in certain line items for the past year. The other document distributed is a report of the revolving accounts. Dr. Pavlicek reviewed the examples of funding categories and explained which funds help offset items in the general fund. Some items are built in to our budget. Preschool tuition accounts are in this revolving fund; however, Kindergarten tuition will be no longer in this fund. All Kindergarten funds are spent.

Dr. Pavlicek explained charges against Community Schools for utilities, copying and other use of facilities. He noted that the grant summary and Title 1 funds are reduced and explained that we are rearranging how we use Title 1 funds. The IDEA grant is used entirely for our special education aides. There is an increase this year which has not occurred in many years. Dr. Pavlicek further explained other federal and state grants. Additional activity was noted in the school lunch program. After presenting an all-fund summary, Dr. Pavlicek said we try to hold an acceptable balance in Medicaid and Circuit Breaker for unexpected special education costs such as out-of-district placements.

Superintendent Gormley noted that text, materials and supplies budget requires us to be very frugal. We rely on PTOs, MFE, Copeland money and other grants. We went over every Purchase Order this year very carefully.

Mr. Walker made some suggested edits to the 4th Quarter Report and plans to put this item on the School Committee agenda for approval. He stated that we were over budget by a total of \$400,000 due mostly to out-of-district placements and technology. We will need to adjust our FY17 budget to accommodate these expenses and move line items. Dr. Pavlicek will make the necessary edits.

Social Emotional Learning Position/Stipend

Superintendent Gormley explained that this position does not fall under Health/PE. A grant was received through the Woman's Club in the amount of \$7,000. Superintendent Gormley added that Laurie Stillman would be an excellent point person. The committee discussed ideas about this position and how a point person would be funded. Mr. Walker stated that a new position and the funds for that position would have to be approved. Dr. Pavlicek asked if this would be a new position or a consultant with a stipend. Superintendent Gormley said they will do some more brainstorming for this position.

After School Overtime/After School Ethics Opinion

Mr. Walker informed the committee that he received an opinion from the State Ethics Commission regarding After School overtime. Out of the 97 employees, this overtime issue affects 26 employees. Options such as creating a version of a combined position or not employing those who may have a conflict were discussed. Mr. Walker explained that this is a Section 20 violation and we have 30 days to rectify the situation. A meeting will be held on August 3rd to further discuss this situation. Mr. Walker feels we have to be prepared to inform employees of the overtime conflict and inform them that they will be reimbursed. Dr. Pavlicek suggested that language could be added to the Unit D contract. Mr. Walker stated that a job description could be created for those affected, but we are not willing to create union positions for all 97 positions in Community Schools.

Enrollment

Dr. Pavlicek noted that the document presented is a first draft of the enrollment chart. At Collicot there are only four 1st grade classes rather than five. Superintendent Gormley stated that today 10-20 more students will be placed district-wide. She stated that we are already at our cap for many classes.

The next meeting will be held on August 9th.

Meeting adjourned at 8:00am