

GREENFIELD PUBLIC SCHOOLS
BUDGET & FINANCE SUBCOMMITTEE MEETING
DRAFT MINUTES: March 18, 2019
Town Hall Conference Room, 14 Court Square, Greenfield, MA 01301

Present: Susan Hollins (SH); William Martin (WM)

Absent: Cameron Ward

Also present: Jordana Harper, Superintendent; Steve Nembirkow, Business Manager

I. Call to Order

With a quorum present (SH, WM), WM opened the meeting at 5:02 p.m.

II. Public Comment

None.

III. Review of any votes or consensus the budget subcommittee has made in regards to the 2020 budget

Moved to next meeting.

IV. Review cost centers, revolving accounts and grants

Member discussed the following accounts:

Student Activities

- Discussion moved to next meeting so Business Manager Nembirkow can first verify compliance with Municipal Modernization Act.

Adult Education Programs

- Any initiatives to bring in revenue through such programs would come from Superintendent Harper to the School Committee

After School Programs

- Carryover balance necessary in the event GPS needs to start up its own program

Athletic Revolving

- No balance currently; any money raised by athletics (through ticket sales, etc.) goes into revolving account
- Interest in inviting Athletic Director to offer input/additional information on history/current state of funds

Circuit Breaker

- Receipts estimate for this year at \$960,000; the year before received \$911,000
- Policy requires use of funds within 24 months

WM moved to recommend to the full School Committee to use up to \$1.3 million of Circuit Breaker funds towards the FY20 budget. SH 2nd. WM clarification: \$1.3 million *total*, not *in addition* to whatever has already been planned. **Motion passed unanimously.**

Facility Use Fee

- Current balance is \$29,000, with much of the funds spent on overtime pay for custodians
- Policy recommends keeping balance of \$10,000

Food Service Revolving

- Food service is self-sustaining operationally, but does not pay for indirect costs such as electricity and health insurance for employees
- Consensus to move topic to next meeting

Preschool Tuition

- No change recommended; carryover balance of \$166,000 on target

School Choice

- Balance is \$61,000
- Policy is to keep one year's worth of receipts (both this year's and last year's receipts equaled approximately \$500,000 each year)
- Concerns regarding the future replenishment of this account

Special Education

- Business Manager Nembirkow: account has normalized according to the policy (will take in \$180,000, use \$180,000, so there will always be \$180,000 left in account)
- Possible revenue source for operating budget; Business Manager Nembirkow noted there is a market for alternative school/programs

Culinary Arts

- This revolving fund not currently in place
- SH: suggested that a recommendation to open this account be brought to full School Committee. WM agreed.

V. Discuss elementary libraries and staffing

Moved to next meeting.

VI. Contracted Legal Services, in compliance with our policy that says services will be reviewed at the time of budget review.

Moved to next meeting.

VII. Adjournment

WM moved to adjourn. SH 2nd. Motion passed unanimously. Meeting closed at 5:47 p.m.