

GREENFIELD SCHOOLS

BUDGET AND FINANCE SUBCOMMITTEE

MEETING: May 2, 2018, 11:30 a.m.
Superintendent's Office Conference Room

Present: Subcommittee members Cameron Ward (CW), Mayor Martin (MM), Susan Hollins (SH).
Also present: School Committee members Adrienne Nunez (AN); Don Alexander (DA); and Superintendent Jordana Harper JH (remote) and Business Management Consultant (BM); Administrators who spoke Gary Tashjian (GT), Melodie Goodwin (MG), Registrar Lisa McGuinness (LM), and two other administrators were present.

1. Call to Order by chair CW at 10:33 am.
2. Public Comment: None
3. Budget Discussion. Revolving Funds

CW Intro: There is approximately an \$800,000 difference between the budget voted by the school committee and the budget presented to City Council. This meeting is to discuss "how best to bridge those two numbers." A special report on use of revolving funds was requested.

SH starts Circuit revolving fund discussion, referencing data in new report and also DBE Revolving Fund policy. For certain funds, the policy guideline is based on "annual receipts" which is not a column in the report, just annual balances. Goal of discussion is to address Mayor's suggestion/observation about use of revolving funds in FY19 and clarify this issue.

Circuit Breaker discussion. SH reads policy guideline. Reviews report information. \$136,220 is identified in new report for use in FY19 in addition to current budget plan. Active discussion.

SH starts School Choice Revolving Fund discussion. FY18 revenue to date: \$476,039.41; Additional anticipated revenue: \$100,549. Total estimated FY18 revenue: \$576,598. \$181,630 is identified by JH/BM in new report for use in FY19 in addition to current budget plan.

SH starts Special Education Tuition revolving account—for tuition received, e.g. when another school district uses a GPS special education program. Current balance: \$542,668.27. None of these funds suggested (in report) for use in FY19 budget plan. Active discussion. Current policy suggests \$250,000 be carried forward. Clarification that it could be more carried forward. Following policy has consensus with modification if needed.

AN asks MM—clarification of \$150,000 recommended by Mayor for city’s special education stabilization account—when? how viable is this outcome? MM clarifies that the \$150,000 recommendation is part of the FY19 city budget recommendation. There is now \$100,000 in the city’s special education stabilization fund so with \$150,000 total is \$250,000 city stabilization for special education. School comm must request and city council must approve. JH: \$250,000 in GPS SpEd Tuition Revolving account balance is too low. Agrees that IF this \$150,000 becomes reality there is support for lowering reserve by \$150,000. Active discussion.

Motion SH; 2nd MM: Anticipating \$150,000 in city special education stabilization fund, move \$150,000 from the GPS special ed tuition revolving fund to the FY19 budget.

Discussion:

MM: suggests \$292,000; BM: discuss program before any action; JH: \$250,000 in policy was an arbitrary number; AN: our priorities?; JH: level services.

AN: Q about \$101 error in police budget. MM: an error; the \$101,000 doesn’t exist. BM: had to be revenue to balance the \$101,000 error...must be available.

AN: if the \$150,000 comes to pass, can support \$150,000 decrease in GPS balance for use in FY19 budget. MM: Can’t support \$150,000—can only support \$250,000. JH: suggests could look at other revolving fund balances, not just this tuition balance.

Friendly Amendment to motion & 2nd: **Anticipating \$150,000 being moved to the city special education stabilization fund, move \$250,000 of fund balances to the FY19 budget and request the Superintendent bring back revised proposal.** CW, SH, MM Yes

CW: (Pause) Reflects that the good news for administrators from today’s discussion is that we might solve the issue of budget gap through this review of revolving funds.

Motion by MM; 2nd SH: **To accept the superintendent’s recommendation for reserve fund for use in FY19 budget, as in the 04.24.18 report: \$2,318 FY09 Pot Hole; \$100,000 FY13 Pot Hole; \$136,220 Circuit Breaker; \$181,630.69 School Choice; \$3,000 School Rental Revenue for a total of \$426,069.04.**

Discussion by MM: Supports what was presented today; is compatible with GPS policy. It cleans up two old Pothole accounts; will help greatly with FY19. BM: encumbered funds could change actual balances. MM. So noted. Vote: MM, CW, SH yes.

4. Enrollment

AN: status and costs associated with the additional 100?

LM: Enrollment estimate of 100 add'l students was from January 2018. Provides May 2018 updated and detailed report. Mentions in-and-out both during school year and over summer. New estimate is +40 students: 1756 (FY18) to 1785 (FY19) PK-12.

SH: Requests clarification of costs in FY19 budget related to projected 100-student increase? MG: Consider there are increased needs sometimes even if the enrollment numbers do not change, e.g. the in-and-out results in influx of needy students requiring increased support services. Grade 5 numbers mentioned. AN: Asks JH –if today's projection is 70 students less, are there any changes in the budget?

5. Enrollment. Clarification of Grade 5 Teacher need

SH: Unclear on this topic if grade 4 to 5 is an increase. Understood that one more section of grade 4 is moving the GMS grade 5, requiring an additional grade 5 teacher. GT: True. At this time it doesn't seem like GMS is losing students. Seems that 40 more are coming in to grade 5. Without an additional teacher will have to take a teacher from another program, if certified, and that creates a different need. Will review with JH.

SH: It's possible the SC may need to add something to the budget to address updated information.

6. Adjournment. CW clarified during discussion that today's discussion gives a head start on addressing the \$800,000 gap. Adjourned at 1:13 p.m.