

**GREENFIELD PUBLIC SCHOOLS  
BUDGET & FINANCE SUBCOMMITTEE MEETING**

Wednesday, October 3, 2018, 12:30 p.m.  
Central Office Conference Room  
195 Federal Street, Greenfield, MA, 01301

**Members Present:** Cameron Ward (CW), Chair; Susan Hollins (SH); William Martin (WM),  
Adrienne Nunez, Chair, School Committee

**Members Absent:** None

**Other School Staff:** Jordana Harper, Superintendent; Steve Nembirkow, Business Manager;

**Citizen(s):** Donna Woodcock

**I. Call to Order**

Chair Ward opened the meeting at 12:35 p.m.

**II. Public Comment**

Donna Woodcock presented on the fundraising website, [www.donorschoose.org](http://www.donorschoose.org). She distributed a chart reflecting various classroom needs GPS teachers have posted on the website.

**III. Report Format from School Committee Records**

Pass over due to time.

**IV. Review of Draft FY19 Budget**

The following documents were distributed: 1) Revenue, Gift and Scholarship Accounts with Balances as of July 31, 2018; 2) FY19 Budget Offset Summary dated October 1, 2018; and, 3) Revised FY19 Budget dated October 1, 2018.

Revenue, Gift and Scholarship Accounts

Business Manager Nembirkow went over the format updates he made to this document. Members asked clarifying questions on the updated format. All necessary numbers/balances are reflected in this document, per policy.

FY19 Budget Offset Summary

Business Manager Nembirkow went over a couple of personnel updates made to this document. He pointed out that not all grants have been processed yet, and so though some numbers may

shift, they will remain offsets (and therefore the general fund will not be affected by any such changes).

### Revised FY19 Budget

Business Manager Nembirkow went over the format updates he made to this document in order to make the information more clear to readers, noting the bottom line local funds number of \$18,575,000.

### **WM moved to recommend the budget as presented to the Full School Committee.**

Superintendent Harper reminded the subcommittee that the budget will be slightly modified due to grant money, etc., which is still coming in. Any adjustments will be minor, and can be highlighted if requested. **CW 2nd. Motion passed 2-1.**

## **V. Budget Planning Topics**

### MCAS

- WM requested an explanation of MCAS test results and reports.

### Executive Session Content

- Requests for an Executive Session in order to receive answers to questions related to Executive Session content can be made to the Chair or Superintendent Harper.

### Revolving Funds

- SH requested to review the revolving funds list.

### School Building Rental

- Request to review/update the procedure/policy for facility rental throughout district.

### Inflation Rate

- Request to review recommended inflation rate for 2020 budgets.

## **VI. Adjournment**

**SH moved to adjourn the meeting at 1:43 p.m. WM 2nd. Motion passed unanimously.**

## **VII. Next Meeting**

The next meeting will take place on Monday, October 15th, at 5:00 p.m.

Respectfully Submitted,  
Adrienne Bedaw, Recording Secretary