

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

Monday, October 15, 2018, 5:00 p.m.  
Central Office Conference Room  
195 Federal Street, Greenfield, MA, 01301

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

**Members Absent:** None

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

**Citizen(s):** None

**I. Call to Order**

Chair Ward opened the meeting at 5:01 p.m.

**II. Public Comment**

None.

**III. Approval of Minutes**

Passed over.

**IV. FY19 Budget**

The following documents were distributed: 1) FY2019 Out-of-District Placements; and, 2) Set of Motions/Budget Discussion Items (created by SH)

FY 2019 Out-of-District Placements Handout

Business Manager Nembirkow Steve explained the costs associated with out-of-district student placements (there are typically 30-40 placements at any one time). Superintendent Harper noted that most placements are due to necessity based on an intensive, specialized need, not due to the parent/child simply “choicing out” of the district. The Director of Pupil Services determines whether or not the school a child attends is certified.

Handout from SH

SH provided a handout with proposed motions, budget discussion topics and numerical detailed charts.

Supt Harper commented that no advance notice was provided to review and comment.

SH commented on the staffing budget for the Preschool and High School, using the Budget Offset Summary (dated October 1, 2018) as a guide. She suggested placing personnel who work at a specific school under the budget for that school, rather than listing them under the district-wide umbrella.

**SH made a motion to include all early childhood personnel in the early childhood budget which will allow true costs to be understood, including two full-time staff listed under Therapeutic Specialists district-wide in the FY19 budget. WM 2nd.** Superintendent Harper expressed that this motion would enact a stylistic change which may result in unintentional consequences, such as having to rearrange cost-centers. **SH withdrew the motion; WM withdrew the second.**

**SH made a motion to move Elizabeth Bednarski and Nancy Garlock from the SPED System Wide budget to the Academy of Early Learning at North Parish budget. WM 2nd. Motion passed unanimously.**

SH brought up district fixed costs/positions, comparing those with budget items which may shift from year to year, depending on need. For example, if a student which has been assigned a one-to-one paraprofessional leaves the district, such a position would be eliminated. However, efforts are made to have the person fill other district vacancies as appropriate. The same may be true for various elective teachers, depending on yearly enrollments.

**WM made a motion to reconsider and offer options to move established teaching positions from school choice revolving back to the general fund budget, particularly GHS faculty, including the listed elective program teachers, and to replace to choice revolving funds other expenses in the FY19 budget. CW 2nd.** WM expressed his concern with using school choice money for items which may be better suited for the general fund. **Motion passed unanimously.**

SH expressed the need to budget funds for regular hardware technology maintenance, along with recurring software lease agreements.

**SH made a motion to have realistic budgeted amounts for technology expenses needed to operate the district and established curriculum and assessment programs. WM 2nd.** WM clarified that \$195,000 was actually provided to the School Building Committee as part of the capital budget for technology. Business Manager Nembirkow explained that such items are historically reflected in the capital budget due to timing. Superintendent Harper noted the need to find a way to move such technology needs to the operating budget in FY20. **Motion fails unanimously.**

SH reviewed the charts in her handout, referencing the FY19 Draft Budget dated October 1, 2018, noting the possibility of reworking the materials and supplies budgets.

**SH made a motion to move \$9,000 in early childhood supplies to early childhood tuition revolving fund and realign educational supplies line items to be historically consistent for actual needs/expenses. WM 2nd.** Superintendent Harper reiterated that she was not prepared to discuss any of the motions made this evening due to just having received the information. She reminded the subcommittee to consider the implications when shifting line items. WM suggested considering issuing a public directive explaining how requests for materials and supplies are handled. **Motion fails, 2-1.**

#### **V. Future Agenda Items**

WM requested that the MCAS scores be reviewed.

#### **VI. Adjournment**

**CW made a motion to adjourn the meeting at 6:04 p.m. WM 2nd. Motion passed unanimously.**

#### **VII. Next Meeting**

Wednesday, November 7, 2018, at 12:30 p.m.