

**GREENFIELD PUBLIC SCHOOLS  
BUDGET & FINANCE SUBCOMMITTEE MEETING  
MINUTES: Wednesday, December 5, 2018**

Greenfield Public Schools Central Office, 195 Federal Street, Greenfield, MA 01301

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

**Absent:** None

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

**I. Call to Order**

With a quorum present (CW, SH, WM), CW opened the meeting at 12:35 p.m.

**II. Approval of Minutes**

**WM moved to table approval of minutes to the next meeting. SH 2nd. Motion passed unanimously.**

**III. Public Comment**

None.

**IV. FY20 Budget**

Superintendent Harper presented the proposed FY20 Budget Calendar and Meeting Schedule.

- Scheduled so that all deadlines can be met, while allowing all principals and departments to weigh in
- WM asked that the Town's March 8th deadline be adhered to; JH agreed, noting a special meeting of this subcommittee may be in order to meet all deadlines (due to the way the regularly scheduled meetings fall)
- WM: Questions re: 1) the ability for Town Council to increase the school budget presented by the Mayor without increasing revenue and, 2) if Town Council and/or School Committee changes budget from the original, does it have to go through public process?
- SH expressed interest in contractual obligations and any increases; would like to have these discussions early on in the process
- ELL will be included under the Pupil Services discussion
- SH would like to invite Music Director to Middle/High School meeting
- Electives will be reviewed during Middle/High School meeting
- WM would like principals to bring a one-pager on the demographics of their schools to the meetings
- SH would like to discuss maintenance costs at one of the meetings
- WM would like to look at last year's curriculum program of study calendar
- WM: may need to consider area school closings (such as Leyden), in that such displaced students may be attending Greenfield next year

**WM moved to accept calendar and meeting schedule as presented and amended. SH 2nd.** Amendments include: adding music to 1/02 meeting; requesting elementary principals to bring a demographics snapshot with them to their meeting; elementary principals discussing libraries during their meeting time; adding high school electives to discussion on 1/21; a discussion of ELL during Pupil Services meeting; and a discussion of custodial maintenance and contracted services during Facilities meeting. Superintendent Harper clarified that contracts are included in the budget, and have not been an individual report in the past. SH requested the complete number for contractual obligations. WM noted this can be brought up with the Town, and does not need to be detailed on this calendar. **Motion passed unanimously.**

Members brainstormed ideas on how to cut costs in the system, such as restructuring how preschool obligations are handled in the district. SH reminded the subcommittee of its charge, in that looking for ways to save money is appropriate, and shared a bit of the history of the development of the Academy of Early Learning. Business Manager Nembirkow can look at the tuition rates and compare the services paying students and non-paying students receive. Superintendent Harper suggested that the subcommittee schedule a date in which to discuss

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these ideas in-depth. WM mentioned that Greenfield spends about 25% more per student than other rural districts in the State. Superintendent Harper will provide a breakdown of the numbers so that proper comparisons can be made with neighboring districts.

#### **V. Adjournment**

**WM moved to adjourn. SH 2nd. Motion passed unanimously.** Meeting adjourned at 1:30 p.m.

#### **Meeting Documents**

1. Proposal for FY20 Budget Calendar and Meeting Schedule
2. Draft Minutes: November 7th and November 19th