

Mt Greylock Regional School District School Committee

Finance Subcommittee

Thursday, August 13, 2020 Time: 11:00 AM

Location: Zoom Remote Meeting

Open Session Agenda

Present: Jamie Art, Al Terranova, Carrie Greene, Joe Bergeron

Also Present: Dan Caplinger

I. Meeting called to order by J. Art 11:04am

II. Minutes of July 29, 2020 meeting approved. A. Terranova moves, J. Art seconds. No discussion. Art, aye; Greene, aye; Terranova aye.

III. Review of warrants: Payroll and Accounts Payable

Joe clarifies warrants emailed to the subcommittee from R. Sharma were reviewed by individual members under the previous review system but now require an email from the Finance Subcommittee chair verifying they were approved. J. Art asks about signing in person now that the School Committee is holding meetings on site. It is agreed that staying with a virtual system is best for the sake of expediency. J. Bergeron is looking into best practice so we can try to get warrants signed prior to issuing payments.

A. Terranova asks about warrants 4 and 2, Williams gift payments. (These were previously approved and not part of this packet.) He notes that landscaping fees were close to 10K on 7/17. Discussion follows. Energetic has a contract for landscaping with MG for mowing, maintaining flower beds, mulching, weeding. We are entering the third year of a three-year contract with them. Discussion follows about the use of the Williams gift for the trailer and A-1 septic expenses (Warrant #2).

While on the topic of the Williams Capital Gift, J. Art notes that Jim Kolesar, our gift contact, is retiring, and that J. Bergeron may be working with Matt Sheehy. J. Bergeron has been in touch with Amy Wood and is standardizing our record keeping as well.

It was decided to hold off the approval of the vouchers emailed by R. Sharma. J. Bergeron will locate where they were in the review process.

J. Art inquires about the review process for the change order in the packet. J. Bergeron confirms it has been reviewed by all parties. He included it in the packet as he was unsure what the process had been regarding Fin Com review. J. Art says we do not have the authority to approve change orders, just payments. He recalls reviewing one change order (protection for windows) in full school committee. J. Bergeron says he was told change orders were approved by the Superintendent.

J. Art asks Dan Caplinger (on the call) about the process. D. Caplinger says change orders were reviewed by the SBC Fin Com. He's not sure if they came back to SBC or SC. Regarding this change order, Tierny has gone ahead with work, assuming it would be approved by the Superintendent though it was not yet signed. There was a flooring material shortfall. The plan had been to use attic stock from the previous building project, but there was not nearly enough. J. Bergeron assures the subcommittee that the added material would help protect the building from the environment and is an excellent investment. J. Art says that he is comfortable signing off on the payments but not on the change order.

IV. Discussion of out-of-budget costs associated with school re-opening/Covid (possible vote to recommend)

J. Bergeron is not asking for a vote at this time. He has been able to place all anticipated spending into line items in the existing budget thus far. Expenditures can be transferred to the grant account for funding Covid related expenditures at a later date in order to free up the budget lines for regular spending. J. Bergeron reports that he has purchased cleaning stock and lexan dividers and has accounted for summer professional development and the technology teacher stipends. The Wellness Working Group is looking into options for software to assist with reporting family health screenings, attendance (state will require us to report whether students are in-person, hybrid, remote), and federal lunch program/classroom deliveries. He anticipates further expenditures for PPE, HVAC upgrades, PD, staffing increases, custodial OT, and potential changes to the bus contract, pending approval of SC and union negotiations.

We have \$355,658 in COVID- related grants from the State that can be applied to expenditures not expected or budgeted but necessary and related to opening school successfully during the COVID-19 pandemic. J. Bergeron anticipates a motion for SC meeting to apply expenses directly to grant funding.

References:

<http://www.doe.mass.edu/federalgrants/esser/>

<http://www.doe.mass.edu/federalgrants/esser> <http://www.doe.mass.edu/grants/2021/102/>
RUVNA.com/health

Adjourned at 11:44am A. Terranova moved, J. Art seconded. Art, aye; Greene, aye; Terranova, aye.

Approved 8.27.20