

Mt. Greylock Regional School District

Finance Sub Committee

Date: Thursday, January 22, 2020

Location: Lanesborough Elem Conference Room

Start: 4:01 PM

188 Summer Street

Lanesborough, MA 01237

Adjourn: 5:16PM

In Attendance :

Committee Members:

Jamie Art, Regina DiLego, Dan Caplinger

Others: Supt Kim Grady – via phone call, Asst Supt/Bus Mgr Andrea Wadsworth, Eileen Belistock, Tim Sears, Rob Wnuk, Principal Nolan Pratt, Principal Joelle Brookner (via phone with the Supt)

- I. Call meeting to order at 4:01 pm
- II. Public Comment: none
- III. Approval of minutes: Caplinger moves, Dilego seconds approval of minutes from Jan 2,2020. All in favor.
- IV. Review of Individual School Request at SC 1-9-2020
 - A. Lanesborough: Staffing- Evaluating a .5 Social Worker. Piloted an increase in music , PE and Art last year to meet SEL- these would be reduced back to fund the social worker position which would be meeting the needs that the increase in these positions was designed to meet this current year. Teacher Devices – Nolan is requesting 24 laptops for teacher/staff use. Smartboards – Nolan to prioritize roll out as there are 13 of these desired. PreK and K would have a tabletop or moveable board. Rob to cost out the options. Social Studies curriculum framework materials necessary as well. Eileen has funds to assist with this purchase. In response to a question on process, Nolan responded that the Council reviewed the 19-20 budget in making its review and priorities. Also, staffing was reviewed as is and not through examining student numbers and class sizes. It is maintaining services at their current levels that is the desire.
 - B. Williamstown Elementary: Staffing - School Council met and is reviewing ideas to use existing staff to assist with the transition to full day Wednesdays but do foresee the need for someone to do enrichment. They envision music as a specialist instead of its current pull out model. As with Lanesborough, maintaining services is the desire. Curriculum changes- Eileen has ideas for behavioral programming materials that are needed and is also working on intervention materials.
 - C. Mt Greylock: Kim noted that aligning the program of studies to MassCore could impact foreign language offerings. Some of the social studies curriculum may be able to be purchased out of this year's budget. Tim requested an additional custodian to cover the new multi-purpose building and to help with the organic fields maintenance plan for the

entire school. He noted there will be a cost necessary for water exploration to maintain the grounds. Rob noted that there will be a cost to run a propane line to the new building. Andrea suggested exploring the purchase of a plow truck and a person to plow rather than bidding that out going forward.

Tim is working on capital plans for all three schools. MG would be the development of a long cost plan, and both elementary schools have current capital projects now and in the future. He is developing the plan for Lanesborough. In Williamstown he already has a list of items for the coming year: pruning trees to code, fertilizing and mulching, re-grading the sidewalk by k-1, getting a load of rock dust for the tetherball area, removing the front gardens, addressing the missing sidewalk outside the 2nd grade stairwell, fixing the boiler room door, relining the outside courts. Rob noted that technology at all three buildings needs addressing. Eileen noted that there are software needs at all buildings.

- V. Discussion of Stabilization Funds: Andrea, Kim and Jamie met with the Town Managers and the Town Accountant from Lanesborough to discuss the possibility of establishing stabilization funds for the capital costs at all three schools. It was a positive conversation with thoughtful questions. All agreed that there is a need to identify and prepare for long term capital costs. The towns want transparency and information on the projected capital costs. The leases for the elementary schools would need to be reworked to allow for the stabilization funds to be established since there is language within the leases that puts the costs on the individual town for repairs above \$5000. At this point it may only be a feasible option for MG. It would require a vote from both towns with expenditure reporting to be required.
- VI. Review budget timeline and benchmark dates: Andrea noted that the development of the budget is in a good place. She will bring forward scenarios to the Feb 6th meeting. She will do a 2%, 1% and 0% scenario, and noted that capital costs will be kept separate from the overall budget increase as the new school cost is predetermined and beyond our control. Currently the auditor is reviewing things and will come to our next meeting. He will have findings and recommendations to be implemented in the next budget year. She reviewed the Governor's budget which was just released. Overall it is favorable to us. The Committee then discussed the Williams College Fund for Professional Development and Technology. Andrea noted that this is an annual gift and as such requires finance subcommittee representation at the presentation of the gift an input on the expenditure of the gift. The full school committee should review and approve the proposal of how the gift will be spent each year. To date, this is not the process that has been followed with this gift.
- VII. Review of OPM process and update on status: Dialogue is ongoing regarding a rate to be negotiated. DASullivan attended the building meeting. Jamie asked about the process. DASullivan, Kim and Jamie will meet to negotiate and discuss our project needs. There should be a proposal in hand before the school committee votes authority on a "not to exceed" number. The final contract requires School Committee approval.
- VIII. Other business: Regina requested Andrea include the warrants that were just signed by the three person signing group for the Finance Subcommittee review. She noted the high cost of plowing – Andrea noted that the contract had a remaining year on it and reiterated her suggestion for purchasing a plow truck. Regina also noted the high use of the District credit

card to pay for items that should come under the purchase order process with review and approval by building principals or the Superintendent prior to the expenditure of funds. Using the credit card circumvents this approval process and removes oversight. The subcommittee agreed that the credit card should not be used in these instances but should be reserved for those times when a purchase order process cannot be used – such as when booking a conference etc.

IX. Dilego moves to adjourn at 5:16 pm. Caplinger seconds. Caplinger aye, DiLego ye, Art aye.