

SHUTESBURY SCHOOL COMMITTEE
Monday, December 17, 2018
Final Minutes

Present: Katie Fiander, Stephen Sullivan, Jen Malcolm-Brown, members; Lauren Thomas-Paquin, Chair; Bruce Turner, Director of Finance and Operations; Jennifer Haggerty, Superintendent; Public Guests

A. Meeting Called to Order by Lauren at 7:02 P.M.

B. Public Comments and Announcements:

A member of the public expressed gratitude for SSC members representing at the Four Town meeting.

C. Review of Agenda and Perpetual Calendar: None.

D. Warrants and Gifts: None.

E. Approval of Minutes from Thursday, November 15, 2018.

**KATIE MOVED TO APPROVE THE MINUTES OF NOVEMBER 15, 2018. JEN SECONDED.
UNANIMOUS. (ONE ABSTENTION.)**

F. Unfinished Business / Updates:

1. Shutesbury Town Committee Meetings: FY19 Budget Discussion:

Lauren called the meeting because of public concerns about the FY19 Budget, so we'll hear from Bruce and take it from there. Bruce distributed the latest budget drafts and explained that Circuit Breaker is a major driver; he budgeted \$30,000 but received notification in the fall that we'd only be getting just over \$1,200. His plan to make up the difference includes using \$7,900 from the previous year's balance, \$9,900 in a federal Reap Grant (which has an odd distribution cycle out of sync with our regular budgeting process), and budget savings in Summer Special Needs Program, Professional Development, Textbooks/Materials, and Nurse's Salary line items (none of these involve cutting services). After this, the Circuit Breaker reimbursements can't be counted as a revenue source due to the length of time it takes to get the funds as well as not having any students whose needs would make us eligible for them.

Lauren asked when Bruce found out about the gap: October. The Summer Special Needs Program monies are unused monies left over from what was budgeted last summer. Bruce went on to explain that the REAP Grant is somewhat flexible in its application, and we're due for another one in FY20, so these funds are available for this purpose now. Jackie also explained that we have some cost savings available in professional development now because we have in-house leaders who can provide that training. Taking out \$1,000 from Textbooks/Materials won't exhaust that line, either. Bruce added that we have about \$47,000 in School Choice funds now.

Lauren said she appreciated receiving regular updates on budgetary issues because she was getting questions that she couldn't answer. Jennifer noted that they'll be preparing short summaries of changes to the budgets that SSC members can refer to; grants and other unexpected opportunities for funding can be complicated. Bruce concluded that we have a good plan that doesn't hurt anyone, and hopefully we won't run into any

problems like this next year. Jennifer added that Circuit Breaker funds shouldn't be regarded as revenue in any case: it's a small reimbursement for monies we've already spent. A Fin Com member noted that in the past, the Fin Com has approved cash transfers to support Out-of-District placements because we knew we'd be getting Circuit Breaker funds down the road, but the threshold has crept up, and we only get up to 75% of our outlays. Bruce answered a question about the \$30,000 figure: it was a mistake to budget for that based on historical numbers.

A Fin Com member asked for clarification on the REAP Grant: there's over \$20,000 budgeted for that next year. Bruce said those monies are somewhat flexible; we've paid teacher salaries out of it, and the amount he's putting in this plan is what remains. We'll probably budget that out in half-year increments in the future. Jen asked about the confidence level that we'll be continuing to get this grant: Bruce and Jennifer are very confident, since it's disbursed via Title I and has been very stable even as other grants have declined.

Lauren thanked everyone for coming in and bringing these questions and concerns, and Bruce for being here to clarify. Jennifer reiterated we'll be offering a monthly synopsis of the budget for school committees so they can respond to community concerns going forward.

- Shutesbury Policy Committee – Thursday, January 17, 2019 at 6:30 p.m.
- Shutesbury School Committee – Thursday, January 17, 2019, 7:00 p.m.
- Future agenda items – Capital Planning requests

K. Adjournment at 7:25 P.M.

STEVE MOVED TO ADJOURN. KATIE SECONDED. UNANIMOUS.