

THE GLOUCESTER PUBLIC SCHOOLS

Our mission is for all students to be successful, engaged, lifelong learners.

Building & Finance Subcommittee Meeting Minutes

Wednesday, April 19, 2017

District Office – Conference Room
2 Blackburn Drive, Gloucester, MA

4:00 p.m.

Members Present

Tony Gross, Chairman
Melissa Teixeira, Alternate

Administration Present

Dr. Richard Safier, Superintendent
Tom Lafleur, CPA, Director of Finance
and Operations

I. CALL TO ORDER – Chairman Gross called the meeting to order at 4:09 p.m.

II. REPORTS/DELIBERATIONS/DISCUSSIONS

- A. District Expenditures** – Mr. Lafleur stated that columns have been added to the report and that the budget has been adjusted to reconcile movement and tracking of the approved budget. He indicated that the budget is tracking well.
- B. Food Services** – Mr. Lafleur reported that the outstanding debt as of April 10th is \$13,324, down from \$13,929 in March. He stated that we are waiting to determine whether all five elementary schools can participate in the Community Eligibility Program, which would provide free lunch for all students and possibly breakfast, as well.
- C. DPW Open and Closed Tickets** – The subcommittee reviewed the reports.
- D. Budget Transfers** – Mr. Lafleur noted that the signing of pending contracts will require substantial transfer activity.

On a motion by Ms. Teixeira, seconded by Mr. Gross, it was unanimously

VOTED: 2 in favor, 0 opposed to recommend to the full School Committee that we approve the transfers from 03/24/17 to 04/07/17, as presented.

- E. Revolving Funds** – There was a discussion about the student activity accounts, and Mr. Lafleur indicated that he still does not have bank accounts. Beeman will be the first school to enter into the new arrangement so that the process is fully understood. The committee also discussed workers' compensation, and Mr. Lafleur noted that unemployment is down to two people.
- F. FY18 Budget** – Dr. Safier reviewed and the committee discussed proposed cuts to the budget. There was a discussion about out-of-district tuition. Dr. Safier reported that

the Mayor's Office has indicated that the district will receive free cash to purchase furniture.

On a motion by Ms. Teixeira, seconded by Mr. Gross, it was unanimously

VOTED: 2 in favor, 0 opposed to recommend to the full School Committee that we approve the reductions to the FY18 budget in the amount of \$250,066.00, as presented.

G. School Building Projects – Mr. Lafleur reported that one bid will go out for six or seven projects in order to reduce the costs.

1. Plum Cove Offices – Mr. Lafleur reviewed and the committee discussed the scope of services for this project.

On a motion by Ms. Teixeira, seconded by Mr. Gross, it was unanimously

VOTED: 2 in favor, 0 opposed to recommend to the full School Committee that we approve the alterations and renovations to Plum Cove Elementary School, as presented.

2. O'Maley Music Room – Mr. Lafleur reviewed and the committee discussed the scope of services for this project, which is being funded by a grant from the Gloucester Education Foundation.

On a motion by Ms. Teixeira, seconded by Mr. Gross, it was unanimously

VOTED: 2 in favor, 0 opposed to recommend to the full School Committee that we approve the alterations and renovations to the O'Maley Music Room, as presented.

3. GHS Culinary Room – Mr. Lafleur reviewed and the committee discussed the scope of services for this project. Mr. Lafleur reported that there will be no cost to decommission the old culinary room.

On a motion by Ms. Teixeira, seconded by Mr. Gross, it was unanimously

VOTED: 2 in favor, 0 opposed to recommend to the full School Committee that we approve the alterations and renovations to the GHS Culinary Room, as presented.

4. GHS Machine Shop – Mr. Lafleur reviewed and the committee discussed the scope of services for this project.

On a motion by Ms. Teixeira, seconded by Mr. Gross, it was unanimously

VOTED: 2 in favor, 0 opposed to recommend to the full School Committee that we approve the alterations and renovations to the GHS Machine Shop, as presented.

- H. Special Budgetary Transfer for ODT Expenses for School Choice Out –** Mr. Lafleur stated that in the past, if a student choiced out of Gloucester and then went on to an out-of-district placement, Gloucester paid the third school directly. He explained that all out-of-district school choice placements now get billed back through school choice, which comes out of the city budget.

On a motion by Ms. Teixeira, seconded by Mr. Gross, it was unanimously

VOTED: 2 in favor, 0 opposed to recommend to the full School Committee that we authorize the CFO to request a special budgetary transfer from the City Council in the amount of \$171,068.15 for out-of-district expenses to be paid through the School Choice Program.

- I. Bus Fees –** Mr. Lafleur expressed concern about the timing of this matter and the cost associated with increased ridership if bus fees are reduced or eliminated (i.e. need for more buses). Ms. Teixeira suggested sending out a survey on why students are not taking the bus.
- J. Request for Transfer Letter from GAEP –** This matter was referred to the Personnel Subcommittee, which will meet on May 2, 2017 at 4:30 p.m.

III. ACTION – See Items II.D, F, G and H.

IV. ADJOURNMENT – On a motion by Ms. Teixeira, seconded by Chairman Gross, it was unanimously

VOTED: 2 in favor, 0 opposed to adjourn the Building & Finance Subcommittee Meeting of April 19, 2017 at 5:30 p.m.

All reference documents and reports are filed in the Superintendent's office.

*Maria Puglisi
Recording Secretary*