

THE GLOUCESTER PUBLIC SCHOOLS

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

Building & Finance Subcommittee Meeting Minutes

Wednesday, May 18, 2016

Superintendent's Conference Room – District Office

5:00 p.m.

Members Present

Tony Gross, Chairman
Kathy Clancy, Vice-Chairperson
Jonathan Pope

Administration Present

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

I. CALL TO ORDER – Chairman Gross called the meeting to order at 5:00 p.m.

II. REPORTS/DELIBERATION/DISCUSSION

- A. District Expenditures** – Mr. Lafleur reviewed the Building & Finance Committee Report, and there was a discussion about the substitute accounts and health insurance payments.
- B. Revolving Accounts** – Mr. Lafleur reviewed the Circuit Breaker account and stated that the fourth installment will arrive in early July and will be booked back to June. There was a discussion about the Building Use, Field Hockey and Natti Story Corner accounts. Mr. Lafleur indicated that the E-Rate Reimbursement account needs to be closed by the end of the fiscal year. He also stated that the Cummings Foundation O'Maley Library account was overspent and that the purchase order was sent back and adjusted.
- C. Food Services – Student Meal Balances and Financials** – Mr. Lafleur reviewed the outstanding balance report, which indicates that the total due as of May 11th is \$49,272, down from \$58,584 in April. He noted that we will need to transfer funds from the general fund to the revolving account at the end of the fiscal year. Kathy Clancy suggested this would be a good time to remind parents to pay off their balances before the end of the school year.

Mr. Lafleur reviewed the Annual Budget Plan and Monthly Income and Expense Report, which currently shows a negative net revolving balance. He noted, however, that there are outstanding receivables of \$59,880 from the USDA and \$15,000 from Pathways.

There was a discussion about meal labor hours and the fact that, according to the USDA guidelines, the food service department is a slightly overstaffed. Mr. Lafleur discussed some areas where changes can be made to save money, such as reducing the number of offerings at O'Maley.

Mr. Lafleur reported that he has heard that the Open Door is bidding on the Pathways contract. He noted that our contract with Pathways is currently break-even at best

and that we have lost money on it in previous years. Therefore, he is hopeful that we do not get the contract again next year. Dr. Safier reported that he spoke with the Pathways director last week and clearly indicated that if they went with the Open Door, the district would welcome that arrangement.

- D. DPW Open Tickets** – Mr. Lafleur reported that the system is working well. Mr. Pope stated that he does not believe the West Parish paving contractor is going to do the paving at Beeman and suggested opening a ticket for that work. Kathy Clancy suggested adding the O'Maley courtyard, as well. She also requested that a ticket be opened to replace the hand dryers in the girls' bathroom outside the high school field house.
- E. DPW Closed Tickets** – Mr. Lafleur reported that there has been and continues to be positive feedback since Curtis Wightman came on board. Kathy Clancy thanked Mr. Lafleur for working with the DPW to get things done.
- F. Budget Transfers** – Mr. Lafleur reported that he reached out to all of the elementary principals to see if they wanted more money for art supplies and indicated that Tammy Morgan was the only one who responded. Therefore, a transfer of \$1,000.00 was made to the Plum Cove art supplies line item. There was a discussion about the replacement of lockers at GHS.

After discussion, on a motion by Mr. Pope, seconded by Kathy Clancy, it was unanimously

VOTED: 3 in favor, 0 opposed to recommend to the full School Committee that we approve the transfers from 4/22/16 to 5/9/16, as presented.

- G. GTA ARBITRATION** – Dr. Safier informed the subcommittee that he will invite Attorney Naomi Stonberg to a School Committee meeting to discuss the arbitration regarding the health and safety of the high school building. He recommended that the city be informed about the arbitration.
- H. GHS ROOF REPAIR** – Mr. Pope informed the subcommittee that the MSBA indicated it is going to be very difficult to get the roof done this year.

III. ACTION – See Item II.F.

IV. ADJOURNMENT – On a motion by Mr. Pope, seconded by Kathy Clancy, it was unanimously

VOTED: 3 in favor, 0 opposed to adjourn the Building & Finance Subcommittee Meeting of May 18, 2016 at 5:50 p.m.

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

Maria Puglisi, Recording Secretary