

THE GLOUCESTER PUBLIC SCHOOLS

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

Building & Finance Subcommittee Meeting Minutes

Thursday, August 25, 2016

District Office – Conference Room

5:00 p.m.

Members Present

Tony Gross, Chairman
Kathy Clancy, Vice Chairperson (5:06 p.m.)
Jonathan Pope, Member

Administration Present

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

Also Present

John Dunn, City Treasurer/Collector
Kenny Costa, City Auditor

I. CALL TO ORDER – Chairman Gross called the meeting to order at 5:01 p.m.

II. REPORTS/DELIBERATIONS/DISCUSSIONS

A. Review of Student Activities Process and Proposed Changes

1. Report from Tony Roselli of Roselli, Clark and Associates – Mr. Roselli, the outside auditor, provided some background information on Student Activity accounts and indicated that Mr. Lafleur has come up with some excellent guidelines regarding the use of those accounts. Mr. Roselli also reported that the principals and secretaries were very cooperative during his audit and were genuinely trying to do the right thing. However, training is now required to ensure compliance with the law, M.G.L. Chapter 71, Section 47.

(Kathy Clancy joined the meeting at 5:06 p.m.)

Mr. Roselli reviewed his report, which includes general findings and recommendations as well as those specific to the high school, O'Maley and Beeman. He indicated that he did not specifically review the other schools because he expected to find the same issues at all of the schools. There was a discussion about the proper uses of Student Activity funds.

2. Review of Proposed Student Activity Account Guidelines – 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 revised Student Activity Accounts policy, File JJF, as presented.

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

VOTED: 3 in favor, 0 opposed to recommend to the full School Committee that we accept the Proposed Student Activity Account Guidelines, as presented.

3. Financial Statements from Booster Clubs – Mr. Roselli recommended that the School Committee try to enforce its policy regarding the booster clubs providing an annual financial statement to the committee.

III. ACTION

- A. **Approval of Student Activity Accounts Policy, File JJF** – See Item II.A.2.
- B. **Acceptance of Proposed Student Activity Account Guidelines** – See Item II.A.2.
- C. **Approval of Authorization to Establish a Revolving Fund for West Parish Before School Program** – Mr. Lafleur explained the need for a revolving fund for the West Parish before school program. There was a brief discussion about that program.

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 authorization to establish a revolving fund for the West Parish Before School Program with a limit of \$50,000.00.

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

VOTED: 3 in favor, 0 opposed to adjourn the Building & Finance Subcommittee Meeting of August 25, 2016 at 6:12 p.m.

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

*Maria Puglisi
Recording Secretary*