

MASCONOMET REGIONAL SCHOOL COMMITTEE
School Committee FY17 Budget Deliberation Meeting
March 7, 2016

MEMBERS PRESENT: J. Spencer, Chair, Topsfield D. Volchok, Vice-Chair, Boxford
C. Miller, Boxford M. Cocciardi, Middleton
L. Richards, Middleton K. Sherwood, Topsfield
K. Prentakis, Middleton B. Messenger, Boxford
T. Buono, Middleton P. Fitzsimmons, Boxford

MEMBERS ABSENT: W. Hodges, Topsfield

OTHERS PRESENT: K. Lyons, Superintendent S. Givens, CFO
L. Hodgdon, HS Principal D. Flaherty, MS Principal
Others

A. Regular Meeting - Call To Order – Vice-Chair D. Volchok called the School Committee FY17 Budget Deliberation meeting to order at 7:03 p.m. on Monday, March 7, 2016 in the Ralph Osgood Presentation Room. The meeting is video and audio taped.

B. Revolving Fund Reallocation Approval – CFO S. Givens reported that after the School Committee reviewed the revolving funds at the Wednesday, March 2, 2016 meeting, the consensus was to manage the expenses associated with these funds, to the extent practicable and allowable, through the General Fund operating budget. She indicated that the expenses that would be moved into the operating budget were those that would need to be funded by the District even if the revenue derived from the offsetting fees were no longer a viable revenue stream. Given that these targeted expenses were directly associated with the programs for which the specific fees were collected, an offsetting fund transfer will be made annually between the revolving fund where the fees are collected and recorded and the General Fund. A motion was made by L. Richards.

MOTION: To move the Athletic Director salary from the Athletic Revolving Fund to the High School Administrative Salary line in the General Fund operating budget and transfer said amount in fee revenue collected in the revolving fund to the General Fund annually. The reallocation associated with this action in FY17 is \$66,000.

VOTE: Motion passed unanimously.

A motion was made by L. Richards.

MOTION: To move the Library Paraprofessional salaries from the Non-Resident Tuition-International Revolving Fund to the High School Paraprofessional Salary line in the General Fund operating budget and transfer said amount in fee revenue collected in the revolving fund to the General Fund annually. The reallocation associated with this action in FY17 is \$20,278.

VOTE: Motion passed unanimously.

A motion was made by L. Richards.

MOTION: To move the Business Manager and Business Office Support salaries associated with the Food Service Program Administration from the Food Service Revolving Fund to the Business and Finance Administrative Support Salary line in the General Fund operating budget and transfer said amount in fee revenue collected in the revolving fund to the General Fund annually. The reallocation associated with this action in FY17 is \$15,000.

VOTE: Motion passed unanimously.

A motion was made by L. Richards.

MOTION: To move the School Dude and Schedule Star annual licensing fees from the Use of Facility Revolving Fund to the Management Information System Other Published Material (Software) line in the General Fund operating budget and transfer said amount in fee revenue collected in the revolving fund to the General Fund annually. The reallocation associated with this action in FY17 is \$4,500.

VOTE: Motion passed unanimously.

A motion was made by L. Richards.

MOTION: To move the evening MPFT salary from the Use of Facility Revolving Fund to the Buildings and Grounds Facility Support Staff line in the General Fund operating budget and transfer said amount in fee revenue collected in the revolving fund to the General Fund annually. The reallocation associated with this action in FY17 is \$54,642.

VOTE: Motion passed unanimously.

C. Review and Consider Insurance Advisory Committee (IAC) Benefits Recommendations – CFO S. Givens indicated that the IAC received the renewal rates for the District's health and dental plans from MIIA and a letter from Blue Cross Blue Shield declining to provide a direct quote for the FY17 renewal. The rates for both of the Blue Cross benchmark plans (HMO and PPO) will increase by 7.8% and the dental rates will increase by .62% next year. The IAC recommended that the District continue with the present plans offered through MIIA at the rates quoted. The IAC also agreed to meet in October to look at other plan options available from other carriers. In response to K. Sherwood's question, S. Givens stated that due to bargaining contracts, the District can only look at Blue Cross. K. Sherwood asked if there was a School Committee member on IAC and S. Givens indicated that the statutory definition did not include a School Committee member. A motion was made by C. Miller.

MOTION: To accept the IAC recommendation to continue with the existing Blue Cross plans for FY17 with a rate increase of 7.8% for the Blue Cross health plans and a .62% increase to the Blue Cross dental plan offered through MIIA.

VOTE: Motion passed unanimously.

CFO S. Givens reported that the consensus of the School Committee at the last meeting was to increase the Human Resource and Benefits, Consultant and Other Service Provider line in the FY17 Proposed Budget by \$7,100 to outsource the District's substitute finder services in FY17. One-time implementation costs were estimated to be \$2,000 and recurring fees were estimated to be \$5,100. The current system will need to remain in place for FY17 as the new system is set-up, tested and possibly run in parallel to ensure a proper transition. In FY18, expenses associated with the in-house system will be eliminated from the budget. The total reduction in FY18 will be \$2,884 (\$2,634 stipend and \$250 for telephone service). A motion was made by T. Buono.

MOTION: To increase the Human Resource and Benefits, Consultant and Other Service Provider line in the FY17 Proposed Budget by \$7,100 to outsource the District's substitute finder services in FY17 and increase the FY17 Excess and Deficiency revenue allocation by \$7,100 to pay for this addition.

VOTE: Motion passed unanimously.

D. FY17 Budget Deliberation – D. Volchok introduced the topic of enrollments. Middle School Principal D. Flaherty began with an overview of Middle School trends concluding that the numbers were finally within the School Committee class size guidelines. The two lower enrollment numbers were Chinese and Targeted Literacy. Discussion was held regarding desirable class sizes. High School Principal L. Hodgdon gave an overview of class sizes and section with a historical look from 2001 to the present. She highlighted the need to be more heterogeneous (NEASC and state college system requirements). Discussion was held regarding 1:1 digital learning, computer use in the classroom and increased engagement through the initiative. S. Givens shared an updated thumbnail and will send out an updated community contribution sheet. D. Volchok indicated that the Committee would be ready to vote to adopt the FY17 Proposed Budget at the Wed., March 9th meeting. Any questions should be directed to him. J. Spencer indicated that the Board of Selectmen were not in favor of putting the phone system replacement as a warrant article at town meeting as their warrant was closed for the 2016 meeting, they didn't like the concept of having appropriations as warrant articles, and prefer one budget number for Masco rather than separate items. The BOS thought the Stabilization Fund would be a good source for the funding of the phone system. P. Fitzsimmons reported on her meeting with the Boxford Board of Selectmen indicating that they were receptive of the phone system being put on as a warrant article. She demonstrated dialing 911 using the two phones that comprise Masco's phone system and they agreed that a replacement was needed. She shared their concerns about having listed the cost in relation to getting bids below that figure. P. Fitzsimmons will report back to the BOS on how teachers contact administrators and 911. T. Buono reported on Middleton's response to a warrant article at town meeting and indicated that they would be receptive. K. Prentakis stated that since Topsfield would not add to Town Meeting this year, it appears that timing is important and approaching the BOSs early would be prudent. A motion was made by D. Volchok.

MOTION: To rescind the action of approaching the Town Board of Selectmen regarding adding the phone system to the Town warrant.

VOTE: Motion passed unanimously.

It was determined that the Monday, March 14th meeting was not necessary.

L. Old/New Business –

M. Adjournment – A motion was made by D. Volchok.

MOTION: To adjourn.

VOTE: Motion passed at 9: 32 p.m.

Submitted by: _____
Olga Langlois, Secretary

Approved: _____
Date

Per the New Open Meeting Law, the list of the documents that were either distributed to the Masconomet Regional School Committee before the meeting in a packet, or at the meeting:

1. Agenda
2. Revolving Fund Reallocation Approval
3. Thumbnail