

## DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT

Approved minutes of the meeting of the Budget and Finance Subcommittee of Tuesday, August 20, 2019, held at Shepherd Hill Regional High School, 68 Dudley-Oxford Road, Dudley, 8:30 a.m.

In attendance were subcommittee members Catherine M. Kabala, Pauline J. Aucoin; Steven M. Lamarche, Superintendent of Schools, Richard J. Mathieu, Director of Finance and Operations; Sandra Sullivan, recording secretary. Stephanie A. Reed, chair, was absent.

The meeting came to order at 8:38 a.m.

Mr. Mathieu provided a review of the FY 20 budget, showing that the hiring of 2019-2020 personnel has been more expensive than budgeted. In spite of using the district's contingency funds, as well as placeholders for potential placement of general education students within the Shepherd Hill and Dudley Middle School budgets, the district is still approximately \$40,000 over budget. Mr. Mathieu said there are several positions yet to fill, which will change this number. Mr. Mathieu said at this level, the difference can be absorbed by circuit breaker funds.

Mr. Mathieu said its vote to approve the new kindergarten position at Charlton Elementary School on July 24, did not include an instructional assistant. He suggested the committee make that vote on August 21. The position is being filled by a transfer, so it does not represent additional money.

Mason Road School did not meet the criteria for total free and reduced lunch. Food Services Director Matthew Greenberg will address the need for additional staff to accommodate the breakfast program.

As a FY 19 budget wrap up, Mr. Mathieu reported the Frontline substitute program is currently running, with staff entering days when substitutes will be needed.

As for the plan to purchase General Ledger Software, Mr. Mathieu said he will wait until the E&D funds have been certified, as well as School Choice numbers. He said it will be purchased in the fall for a July 1, 2020 launch.

Mr. Lamarche said representatives from the Massachusetts School Building Authority will be onsite SBA site visit on Wednesday, September 18. It is recommend that someone from each board of selectmen attend the presentation.

Mr. Lamarche will request the school committee chair establish a Capital Outlay Subcommittee at the next meeting. He suggested a member of the budget and finance subcommittee serve. This subcommittee will compile a general list of capital improvements from the principals. Mr. Lamarche will also seek community members who have experience in capital outlay.

Next meeting: The subcommittee agreed to meet on the third Tuesday of each month at 8:30 a.m.

Minutes of July 31, 2019: A motion by P. Aucoin, seconded by C. Kabala to accept the minutes of the meeting of Wednesday, July 31, 2019, as corrected, was approved.

Mr. Mathieu said he is not ready to make a recommendation for either the general ledger software or the bussing app that will provide analysis of ridership, possibly resulting in reducing a bus. Mr. Mathieu said he needs to identify a funding source.

The meeting adjourned at 9:21 a.m.