

Finance Committee Meeting

March 7, 2012 7:30 PM
Veterans Memorial Building, Room 229
900 Main Street
Millis, MA 02054

In Attendance:

Chris Smith, Chairman
Craig Schultze, Vice Chairman
Richard Molloy, Clerk
Bud Drummey
Peter Jurmain
Rick Manburg
Doug Riley
Susan Vecchi
Charles Aspinwall, Town Administrator
Charles Vecchi, Board of Selectmen
Andrea Wagner, Board of Selectmen
James McCaffrey, Town Moderator
Donna Cabibbo, Tri County Representative
Stephen Dockray, Tri County Superintendent
John Roy, Tri County Business Administrator
Nancy Gustafson, Millis Schools Superintendent
David Baker, School Committee Chairman
Steven Catalano, School Committee Secretary
Marc Conroy, School Committee Member
Sean Doherty, School Committee Member
Jennifer Soule, School Committee Member

Chris Smith called the meeting to order at 7:34 PM.

Tri County Presentation:

Donna Cabibbo:

The Tri County School's Mission Statement:

Through a rigorous, comprehensive program of vocational/technical and academic preparation, as well as a progressive system of individual support and guidance, we strive to maximize the potential of each student for successful transition:

- To full time employment
- To the pursuit of higher education
- To a personal commitment of life-long learning
- To full participation as creative, responsible, productive American citizens

Some career paths include:

Automotive Collision Repair, Automotive Technology, Carpentry, Computer Information Systems, Construction Craft Labor, Cosmetology, Culinary Arts, Dental Assisting, Early Childhood Education, Electrical, Engineering Technology, Facilities Management, Graphic Communications, Heating, Ventilation, Air-Conditioning and Refrigeration, Medical Careers, Metal Fabrication and Plumbing and Heating

Fifty to sixty percent of students continue education at a two or four year college. There are co-op job placements offered to senior. They are in the process of developing a five year plan. Millis' enrollment in Tri County has declined by 9.1% or 4 students this year.

Revenue Budget 2012 – 2013:

General Fund Revenue Detail:

Minimum Local Contributions:	\$8,892,150.00	
Chapter 70 Aid:	\$5,505,418.00	
Net School Spending:		\$14,397,568.00
Other Required Assessments:		
Net Transportation:		\$ 383,330.00
State Transportation Aid:		\$ 383,330.00
Local Revenue:		
Medicaid:	\$ 10,000.00	
Interest:	\$ 5,000.00	\$ 15,000.00
Total:		\$15,179,228.00

Millis' Local Contribution:	\$381,065.00
Millis' Transportation Assessment:	<u>\$ 15,889.00</u>
Total 2012 – 2012 Assessment:	<u>\$396,954.00</u>

Significant Increases/Decreases in FY13:

Salary, Secretary – Student Attendance:	(\$14,559.00)
Salary, Academic Teachers:::	\$74,749.00
Salary, Vocational Teachers:	\$248,870.00
Contracted Services, Speech & Language:	\$ 50,000.00
Salary, Instructional Aides:	\$ 44,514.00
Social Studies Books:	\$ 13,300.00
Culinary Arts Supplies:	(\$10,000.00)
Contracted Transportation:	\$ 33,103.00
Natural Gas Energy:	(\$10,000.00)
Medicare Assessment:	\$ 19,000.00
Insurance Program:	\$281,604.00
Retired Employee's Insurance:	\$ 44,383.00
Other Budget Increases:	<u>\$ 76,558.00</u>
Total:	<u>\$851,522.00</u>

Some capital projects include upgrading the chillers and hot water heater. The science lab renovation would cost approximately \$500,000.00 - \$600,000.00 with 50% of the cost offset by a grant.

Minutes Approval:

Rick Manburg made a motion to accept the February 15, 2012 meeting minutes as written, Craig Schultze seconded. Vote: 7/0 motion carries.

FY13 Budget Review – Millis Schools:

Nancy Gustafson:

FY13 Draft Budget:

Salaries – Fixed Costs:

COLA:	\$176,002.00	
Steps:	\$147,910.00	
Lanes:	\$ 67,579.00	
Other:	\$ 75,546.00	
SPED Salary:	<u>\$ 70,000.00</u>	Mandated SPED services not covered by Pre-K tuitions
Total Salary Increase:	<u>\$537,037.00</u>	

Expenses – Fixed Costs:

Out of District Tuitions:	\$ 30,000.00	offsets state cuts to Circuit Breaker Revenue
Technology/Network:	<u>\$ 33,371.00</u>	Fixed software costs/license fees
Total Expense Increase:	<u>\$ 63,371.00</u>	

Total Increase Salaries & Expenses: \$600,408.00

Urgent Educational Restorations:

Grade 5/6 Health – MS	\$ 20,000.00	Mandated bullying curriculum
Grade 7/8 Art – MS	\$ 20,000.00	
Kindergarten Aides	<u>\$ 17,069.00</u>	SPED population increase
Subtotal:	<u>\$ 57,069.00</u>	

Urgent Educational Needs:

Alternative HS Program:	\$ 60,000.00
Alternative Class Aide:	\$ 17,000.00
Spanish – Clyde Brown:	\$ 20,000.00
Technician:	\$ 20,000.00
HS Spanish:	\$ 55,000.00
HS Science:	<u>\$ 30,000.00</u>
Subtotal:	<u>\$202,000.00</u>

Urgent Expense Needs:	
1 to 1 iPad Initiative:	\$ 50,000.00
Technology Resources:	<u>\$ 60,000.00</u> Average \$20,000 per school/per year
Subtotal:	<u>\$110,000.00</u>

Other Important Educational Needs:

MS/HS Adjustment Counselor:	\$ 30,000.00
Partial Restoration of PE:	\$ 40 000.00
Restore Professional Development:	\$ 30,000.00
Restore HS Social Studies:	\$ 20,000.00
Add On-line Course Tuitions:	\$ 10,000.00
Restore Elementary Instructional Support:	\$ 25,000.00
Partial Restoration of Expenses:	\$ 59,951.00
Sub-contract Bathroom Cleaning:	<u>\$ 12,000.00</u>
Subtotal:	<u>\$226,951.00</u>

Total FY13 needs with partial restorations: \$596,020.00

FY13 Proposed Total Budget Distribution:

Salaries:	\$9,764,770.00
Expenses:	\$ 476,225.00
Energy:	\$ 463,132.00
Maintenance:	\$ 203,306.00
Special Education:	\$1,357,571.00
Transportation:	\$ 69,166.00

FY13 Proposed Budget Salary Distribution:

Administration:	\$ 980,427.00
Clerks/Secretaries:	\$ 366,196.00
Maintenance:	\$ 436,650.00
Teachers:	\$6,967,716.00
Coaches/Activity Leaders:	\$ 147,049.00
Transportation:	\$ 448,082.00

Total FY13 Budget Request: \$12,930,190.00

In FY11 Millis' per pupil expenditures were less than surrounding towns. Millis' percentage of low income students is higher than surrounding towns. Circuit Breaker Funding will be \$30,000.00 less in FY13. Millis' MCAS scores are higher than the state average.

Questions & Discussion:

Are any of the items in the FY13 budget considered capital?

In FY11 funds from the SPED Transportation budget were used to purchase a new van. The funds from that account have been transferred into the SPED Vehicle Repair line item for FY12. The School Department is looking for approximately \$120,000.00 per year; \$60,000.00 for textbooks which is listed as a warrant article and \$60,000.00 for digital textbooks which is included in their operating budget. The committee's concern was often there are capital items listed in the operating budget risking those funds being used for salaries, etc. in later years. When funds are appropriated for certain items they should not be used for something else.

Discussion took place of the possibility to contract out the Alternative HS Program (\$60,000.00) without benefits for four students with social and emotional behavior.

There is no future or long term plans for leasing vehicles for transportation; purchasing is preferred by the School Department.

The restoration costs do not include benefits; strictly salary costs.

There are currently six full time custodians; there have not been cuts to the full time custodians.

The additional science teacher would allow for science electives. The additional Spanish teacher is at the introductory level.

FY11 Audit Review - Postponed

Town Meeting Warrant Article Review - Postponed

Upcoming Meeting Schedule:

March 14, 2012 7:30 PM
Veterans Memorial Building, Room 229

March 21, 2012 7:30 PM
Veterans Memorial Building, Room 229

March 28, 2012 7:30 PM
Veterans Memorial Building, Room 229

Adjourn:

Craig Schultze made a motion to adjourn the meeting at 10:25 PM; Peter Jurmain seconded, Vote 8/0.

Respectfully submitted,
Deirdre Gilmore