

## Finance Committee Meeting

March 13, 2013 7:30 PM  
Veterans Memorial Building, Room 229  
900 Main Street  
Millis, MA 02054

### In Attendance:

Craig Schultze, Chairman  
Peter Jurmain, Vice Chairman  
Rich Molloy, Clerk  
Bud Drummey  
Rick Manburg  
Doug Riley  
Chris Smith  
Jim Smith  
Susan Vecchi  
Charles Aspinwall, Town Administrator  
Charles Vecchi, Board of Selectmen  
Nancy Gustafson, School Superintendent  
Deborah Brown, Business Manager, Schools  
David Baker, School Committee  
Marc Conroy, School Committee  
Steve Catalano, School Committee

Craig Schultze called the meeting to order at 7:30 PM.

### FY Budget Presentation – Millis Schools:

Nancy Gustafson:

Goals:

- Leadership, Culture and Communication
- Core Academic Learning
- Stretch Learning and Development of 21<sup>st</sup> Century Skills
- Learner Engagement

Awards and High Rankings:

- 1<sup>st</sup> place award for Best Spanish Immersion School in the US and Canada for the Middle School in 2012 and 4<sup>th</sup> place for Clyde Brown Elementary.

- US News and World & Newsweek have consistently ranked our high school in the top 5% – 6% in the entire nation.
- Boston Magazine designated the High School as one of the top 50 in Massachusetts in 2012 and Most Likely to Win a Pulitzer Prize and Most Improved in 2011.
- The Middle School was most recently awarded the designation as “Apple Distinguished School” for 2012- 2013 for innovative leadership in improving student engagement and learning with effective uses of technology.
- Millis is recognized throughout Massachusetts for integrating technology to personalize learning and the New Media Video Production program.
- The Center for American Education granted Millis Public Schools distinction in 2011 as a High Return on Investment based on high student achievement and low per pupil costs.
- The Millis Public Schools dropout rate is 0% due to the personalized approach.

Enrollment 2012 – 2013:	1,477 Students including Out of District
Percentage of Low Income Students:	16%
Per Pupil Expenditures FY12:	\$10,634.00
State Average Per Pupil Expenditures FY12:	\$13,658.00

FY14 Proposed Budget:

Salaries:	\$10,602,551.00
Expenses:	\$ 534,755.00
Energy:	\$ 386,000.00
Maintenance:	\$ 208,140.00
Special Education:	\$ 1,110,800.00
Transportation:	<u>\$ 70,920.00</u>
Total:	<u>\$12,913,166.00</u>

Expenses:

A new line item is “Acquisition of Computer Equipment” in the amount of \$49,500.00 to cover the cost of the IPAD Program. Some of this cost will be offset by heat savings.

Salaries:

Governor Patrick’s budget proposal for FY14 Chapter 70 Aid will increase \$226,000,000.00 statewide; Millis is expected to receive an increase of \$283,684.00. In order to cover the one year increase in contracted salaries for the 240 school department members an additional \$391,365.00 is needed. Special Needs mandates add \$139,498.00. Other miscellaneous costs such as enhanced retirement, teachers returning from maternity leave and an upgrade in our Business Office an additional \$245,092.00 is also needed. An offset to these costs is a reduction in expenses by \$260,834.00 made up of heat and out-of-district tuitions. In order to level fund the Millis Schools from FY13 to FY14, \$515,121.00 is needed to keep the current staff but will not restore any positions lost in previous years.

School Choice:

<u>Grade</u>	<u>Incoming</u>	<u>Outgoing</u>	<u>Tri-County</u>		<u>Private</u>
			<u>Norfolk Agriculture</u>	<u>Charter</u>	<u>Home School</u>
12	5	7	8	0	10
11	6	4	6	0	10
10	3	5	8	0	5
9	2	2	9	0	10
8	4	0	0	0	8
7	9	2	0	0	5
6	6	3	0	0	3
5	6	0	0	0	5
4	5	1	0	0	3
3	4	2	0	1	4
2	2	1	0	0	2
1	7	1	0	0	3
K	2	2	0	0	2
<b>Total:</b>	<b>61</b>	<b>30</b>	<b>31</b>	<b>1</b>	<b>70</b>

Restorations and New Requests:

<u>Position</u>	<u>FTE</u>	<u>Budget</u>
CFB Tiers & Data Coordinator/Student Affairs	1.0	\$ 57,000.00
Restore Reading/Math Tutor	0.4	\$ 18,000.00
HS Spanish Teacher from 0.4 to 1.0	0.6	\$ 35,000.00
Technology Technician	0.75	\$ 46,800.00
Restore PE/Fitness at MS from 0.6 to 1.0	0.4	\$ 18,000.00
Math Specialist from 0.8 to 1.0	0.2	\$ 17,000.00
Coaches – Cross Country & JV Football	Stipend	\$ 7,042.00
Elementary Spanish Tutor	0.5	\$ 16,200.00
Tier 2 Before/After School Support MS/HS	Stipend	\$ 8,000.00
General Supplies – CFB		\$ 13,000.00
General Supplies – MS		\$ 5,000.00
Restore Club Stipends – MS/ HS		<u>\$ 8,300.00</u>
<b>Total:</b>		<u><b>\$249,342.00</b></u>

Warrant Articles:

- School Bus Lease \$79,000.00  
This recurring article is payment on a new five year lease for six leased busses.
- Computer Leasing Continuation: \$60,000.00  
This article would replace 30 staff laptops, secretary desktops and the High School Lab computers. Existing High School Lab computers will be relocated to the Clyde Brown School classrooms to replace eight year old desktops.

- Replacement of 2 Central Air Systems at the Clyde Brown School: \$15,000.00  
The existing units are 22 years old and are failing or are in danger of failing.
- Replace Compressor and Evaporator at MS/HS in Cooler/Freezer: \$12,000.00  
Both the compressor and evaporator are at the end of their useful life.
- Curriculum and Instructional Materials and Resources: \$60,000.00  
This article would fund Social Studies materials at the elementary school level, History materials at the Middle School and Science materials at the Middle and High Schools.
- Window Treatment at the Middles High Schools: \$ 8,000.00  
Solar heat through the windows increases heat in classrooms above 80 degrees in June and September. This article would fund the purchase of window treatments, energy conservation and reduce heat and sun glare.
- Small School Bus – 20 Passengers: \$57,000.00  
The Pre-School population has exceeded the seating capacity of the current van. The bus comes with a wheel chair lift, removal bench seat and integrated child seats. The bus could be used for Pre-School, wheel chairs and sports. This bus would replace a 2002 bus with 134,422 miles.
- Upgrade High School Library/Media Center Collection: \$15,000.00  
The town appropriated \$38,000.00 to begin updating the Library/Media Center several years ago. There are still 4,000 books that need replacement. Based on an estimated average cost per book of \$21.00, the second phase of the upgrade would cost \$84,000.00. Of the \$84,000.00, \$15,000.00 is requested at this time.
- Replacement of Furniture: \$ 8,000.00  
This article would fund the replacement of student and cafeteria furniture as well as outfit two new classrooms.
- Special Needs Van: \$33,000.00  
This article would fund a new van with wheel chair lift, fold down bench seat and carry 9 students. This article would replace a 1995 van with 128,050 miles which would become a spare.
- Various Building Repairs at the Clyde Brown and Middle/High Schools: \$15,100.00
  - Middle/High School bus loading platform: \$6,000.00
  - Middle/High School front entrance: \$2,000.00
  - Middle/High School concrete entryways: \$2,000.00
  - Concrete pad at Middle/High School maintenance shop: \$2,500.00
  - Concrete pad at Middle/High School dumpster: \$1,300.00
  - Concrete pad at Clyde Brown School dumpster: \$1,300.00
- Exhaust Fans/Air Handlers for Cooling Middle/High School 2<sup>nd</sup> Floor: \$26,700.00  
This article will fund the purchase of exhaust fans/air handlers cooling the unbearably warm 2<sup>nd</sup> floor of the school in the spring and fall months.
- Irrigation Well for Middle/High School Ball fields: \$25,000.00  
This article would reduce the cost of purchasing town water to water the fields.

### Revolving Fund Requests:

- Athletic Fields Revolving Fund: This revolving fund will include money from fundraising for construction, renewal and improvements of the athletic fields, including but not limited to structures, equipment such as scoreboards and maintenance of the fields, the fund would be under the authority of the School Committee and would not to exceed \$35,000.00.
- Extracurricular Revolving Fund: This revolving fund will include receipts and donations from school based extracurricular activities such as, but not limited to dance, drama and arts performances. Funds will be used for expenses incurred by the extracurricular activities such as, but not limited to, rental of equipment, materials or costumes, items needed for performances and stipends for extracurricular advisors and instructors, funds not to exceed \$8,000.00.

### Warrant Article Recommendations:

Chris Smith made a motion to recommend Article #46, Board of Health Appointing Authority; Susan Vecchi seconded. Vote: 9/0 motion carries unanimously.

Chris Smith made a motion to recommend Article #47, Revolving Funds; Susan Vecchi seconded. Vote: 9/0 motion carries unanimously.

### Old Business/New Business:

Charles Aspinwall:

The total FY14 Budget Request for General Insurance is \$287,083.00. The Snow & Ice deficit is now \$121,743.40 with additional expenses outstanding. The funds to cover this deficit would come from Free Cash.

### Upcoming Meeting:

March 20, 2013

March 27, 2013

April 3, 2013 – Final Recommendations

Town Meeting: May 13, 2013

### Minutes Approval:

Peter Jurmain made a motion to approve the March 6, 2013 meeting minutes, with correction as written; Chris Smith seconded. Vote: 5/0 motion carries unanimously.

Adjourn:

Chris Smith made a motion to adjourn the meeting at 9:56 PM; Peter Jurmain seconded. Vote 9/0 motion carries unanimously.

Respectfully submitted,  
Deirdre Gilmore