



Budget Subcommittee Meeting Minutes

Date: Thursday, January 14, 2021

Time: 8:30am

Location:

Zoom Conference join via the web link or Dial in **Link:**

<https://marbleheadschoools-org.zoom.us/j/99235998613?pwd=TTA4MUViWlJXSjdY2U2T1h1RkpjUT09>

Dial in Phone # (415) 762-9988 with ID and follow prompts

Meeting ID: 992 3599 8613

Attendance: John Buckey | Michelle Cresta | David Harris | Meagan Taylor

Agenda items

I. Call to Order

- a) Meeting called to order at 8:33am

II. Covid expenditures

- a) Reviewed "COVID Status Report 12.31.20.pdf"
 - i) Only ongoing expenses remaining are cleaning, storage, and minor facility costs
 - ii) CARES Act extended through 2021
 - iii) 2nd round of ESSA grant expected to be approx. \$180K. More details to come in February.
 - iv) Food Service is currently running at a \$10K/month deficit due to reduced revenue. This will be funded via a combination of start of year surplus in the revolving fund and COVID budget line item (approx. \$60K-\$70k)
 - v) Cleaning contract will conclude by February vacation, with no plan to renew at this point as custodian positions have been filled. There may be a potential for staff overtime costs, however that will be far less costly than contractual staff

III. FY21 updates



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Marblehead School Committee

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- a) Reviewed documents “Memo - FY21 Budget Status 12.31.20.pdf” and “SCHOOL EXPENDITURE REPORT 12.31.20.pdf”
 - i) 36% of FY21 budget has been expended
 - ii) Out of District tuition has a \$93K shortfall. This will be funded via revolving fund surplus. We are not projecting utilizing the Special Ed Reserve Fund at this time.
 - iii) There is an approx. \$200K surplus in substitute line item due to inability to fill substitutes positions
 - (1) Discussed need to plan for substitute coverage in FY22
 - (2) Potential usage of surplus includes athletic expenses, phone system upgrade, or IT needs. To be discussed further.
- b) D. Harris offered “kudos” to Steven Kwiatek for his work on the building project. M. Cresta agreed and noted that Mr. Kwiatek is realistic and considers how to spend taxpayer money wisely in order to improve technology availability. Dr. Buckey also agreed and noted Mr. Kwiatek’s experience with building projects in other districts.
- c) Transportation prices have increased. Unlike in the Spring, we are now only paying for services rendered, rather than retainer to ensure availability as was common practice when covid restriction began in Spring 2020.

IV. FY22 planning

- a) Activities underway:
 - i) Principal packets due to M. Cresta week commencing January 18, 2021. Budget books expected to be completed 10 days after receipt of all packets
 - ii) Enrollment and staffing requirements have been reviewed
 - iii) Significant investment will be required. M. Cresta is feasibility of lease purchase agreements.
 - iv) Special Education are considering changes to preschool, to be presented at next School Committee meeting (1/21/2021)
 - v) Town budget are due January 29, 2021
- b) Budget Calendar
 - i) Reviewed tentative Budget Calendar doc



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- ii) Calendar is almost identical to FY21 budget process, so we are on track
- iii) Discussed completing leadership team workshops prior to February vacation. Tentative dates agreed - Tuesday, February 9 and Thursday, February 11, 5pm start time
- iv) Tentative Public Hearing on Thursday, March 18, 2021
- v) Budget calendar to be presented to full School Committee on January 21, 2021
- c) Budget Priorities
 - i) Technology
 - ii) K-8 Math curriculum
 - iii) Curriculum coaches/team leaders to support new math curriculum
 - iv) HR director
 - v) New school
 - vi) Budget priorities to be presented to full School Committee on January 21, 2021
- d) Enrollment
 - i) Working assumption that we will be back to school in September, however contingency plans for continued covid restrictions
 - ii) Dr. Buckey highlighted the reduction in enrollment did not yield reduction in staff for FY21. FY22 enrollment and staffing has been reviewed by building leaders
 - iii) Collective bargaining progressing and will impact town appropriation
 - iv) Committee discussed the need to recognize administration who did not receive COLA increases last year
 - v) Discussed surveying PK/K and homeschool families

V. New Business

- a) Committee agreed to allow public comment
 - i) Jim Zisson spoke regarding bussing requirements for the new school. He suggested reaching out to Beverly as they have received a grant for electric school bus



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VI. Adjournment

- a) Meeting adjourned at 9:49am