

PLEASE POST - NOTICE OF PUBLIC MEETING

ESSEX NORTH SHORE AGRICULTURAL & TECHNICAL SCHOOL DISTRICT
FINANCE SUBCOMMITTEE

562 Maple Street
Hathorne, Massachusetts 01937
Smith Hall Conference Room

Wednesday, January 6, 2016
5:30 p.m.

AGENDA

1. *Call to Order*
2. *Approval of Meeting Minutes*
Administrative Recommendation: To approve meeting minutes for the Finance Subcommittee meeting of Wednesday, December 2, 2015.
3. *Alternative Method of Posting Public Meeting Notices*
Administrative Recommendation: To authorize the expenditure of \$720 (Spectra Networks) to develop time stamp capability, which will allow the District to post public meeting notices on our website.
4. *Group Insurance Commission (GIC)*
The administration will present a recommendation regarding possible consultant plans and costs associated with our move to the GIC on July 1, 2016.
5. *School Lunch Consultant*
Administrative Recommendation: To authorize up to \$6k for consultant services designed to examine programmatic and fiscal aspects of our food services program. The consultant will provide the administration with a current status report and recommendations for improvement. This funding will come from the Food Services Revolving Account.
6. *Water Use Mitigation Program (WUMP) Fee*
Ms. Znamierowski will provide the Subcommittee with an update on the \$135k WUMP charge from Danvers recently received by the District.
7. *Pole Barn Bid*
Administrative Recommendation: The administration will present a recommendation regarding the awarding of this bid.
8. *Wakefield Movers Invoice*
Ms. Znamierowski will provide the Subcommittee with an update on the \$125k in bills for the move from North Shore received from Wakefield Movers.

9. *Facility Usage (Waivers)*
Administrative Recommendations:
 - a. The Massachusetts Association of School Committees (MASC) has requested the use of the facility on Saturday, January 30, 2016 for their training “Charting the Course.” The District will invoice MASC for custodial fees, continental breakfast and boxed lunch. The administration recommends waiving the building rental fee for this event.
 - b. The North Shore Baseball Umpires Association has requested the use of our facilities for a total of eight (8) dates in January, February and March to train new umpires. The administration recommends waiving the building rental fee for these trainings.
10. *Excess & Deficiency Certification (E & D)*
The District has received E & D certification for July 1, 2015 of \$1,162,304. Ms. Znamierowski will provide the Subcommittee with an explanation of this determination, including the potential impact of this certification on our FY2017 budget.
11. *Acceptance of Donations*
Administrative Recommendations:
 - a. To accept the donation of \$2,000 from the Massachusetts Association of Land Surveyors and Civil Engineers (MALSCE) Education Trust Board of Trustees. These funds are to be used towards the cost of the school’s purchase of land surveying equipment for the Natural Resource Management CTE program.
 - b. To accept the donation of miscellaneous instructional supplies to the HVAC program from Mr. Ed Doherty of API (New Hampshire). These supplies will be used with the 9th and 11th grade HVAC students. The estimated value of these supplies is \$2,700.
12. *FY 2015 Invoices*
Administrative Recommendation: To authorize payment of two (2) outstanding invoices from the FY2016 budget at a total cost of \$709.13. Specific details of these invoices will be provided at our Finance Subcommittee meeting.
13. *Financial Statements*
Administrative Recommendation: Ms. Znamierowski will present financial statements for July and August (2015). The administration recommends that these statements be approved by the School Committee and placed on file for audit.
14. *Child Care Center*
Dr. Lupini will provide the Subcommittee with an update on this issue, including possible recommendations for future programming.
15. *FY2017 Budget Development Update*
Dr. Lupini and Ms. Znamierowski will discuss the FY2016 budget to actual (personnel) analysis with the Subcommittee. In addition, they will describe various challenges with respect to the FY2017 spending plan.
16. *Discussion items that were not reasonably anticipated by the Chairperson (M.G.L., Chapter 30A – Sections 18-25)*
17. *Adjourn*

The listing of matters are those reasonably anticipated by the Chair in accordance with M.G.L., Chapter 30A, Section 18-25, which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.