

WACHUSETT REGIONAL SCHOOL DISTRICT

HOLDEN ♦ PAXTON ♦ PRINCETON ♦ RUTLAND ♦ STERLING

Minutes

Regular Meeting #1330

Tuesday, July 9, 2019
7:00 PM

Media Center
Wachusett Regional High School
1401 Main Street, Holden

Wachusett Regional School District Committee

Kenneth Mills, Chair	Linda Long-Bellil
Christina Smith, Vice-chair	Amy Michalowski
Melissa Ayala	Benjamin Mitchel
Scott Brown	Karl Ottmar
Anthony DiFonso	Megan Weeks
Stephen Godbout	Linda Woodland
Robert Imber	Adam Young
Laura Kirshenbaum	

Committee Members Absent:

Michael Dennis	Sarah LaMountain
Maleah Gustafson	Matthew Lavoie
Sherri Haber	Asima Silva

Committee Members Participating Remotely:

None

Administration Present:

Darryll McCall, Superintendent of Schools
Robert Berlo, Deputy Superintendent
Daniel Deedy, Director of Business and Finance
Jeff Carlson, Director of Human Resources
Rebecca Petersen, Executive Secretary to the Superintendent

Student Representatives Present:

None

Others present, who desired to be recorded as present (see attached Attendance Sheet – attachment 1).

Chair Mills called the meeting to order at 7:04 PM. He announced the meeting was not being broadcast live or streaming, but will be available on HCTV in the future. Chair Mills took the

opportunity to welcome back Evan Schakenbach, a constant at School Committee meetings recording for Holden TV.

I. Public Hearing

No members of the public wished to address the School Committee.

II. Chair's Opening Remarks

Chair Mills opened by reporting the FY20 state budget has not yet been approved, as of this date.

III. Student Representatives' Reports

There were no Student Representatives in attendance.

IV. Superintendent's Report

A. Discussion of Report

Superintendent McCall took the opportunity to speak about the vacancy created with the departure of Director of SEL and Guidance Jon Krol, reporting his plan to combine the duties of the Director of SEL and Guidance and the Student Services Manager, merging the two open positions. Superintendent McCall explained that Mr. Krol's pulling together a group to review how the District addresses bullying and reports of bullying as well as the Bullying Prevention and Intervention Plan had been delayed due to Mr. Krol needing to take time off as a result of an injury, but the Superintendent intends to follow-up on this task, planning to start work on this during the summer months.

Director Deedy approached the podium, and Superintendent McCall spoke about the FY20 budget moving forward, and he and Director Deedy reported on the July 2, 2019 meeting of the Business/Finance Subcommittee. Members were provided with copies of the *Administrative Strategies to Reduce FY20 Revenue Budget Shortfall*, which had been shared with the Business/Finance Subcommittee on July 2, 2019 (attachment 2). When reporting on how District administration plans to address the FY20 budget shortfall, the *Administrative Strategies to Reduce FY20 Revenue Budget Shortfall* was referred to. Superintendent McCall noted the state budget numbers, not yet finalized, have not been included in *Administrative Strategies to Reduce FY20 Revenue Budget Shortfall*, but when the state budget is finalized, funding to the District could be higher than anticipated/budgeted by the District. Members were given the opportunity to ask questions about the FY20 budget and information outlined in the *Administrative Strategies to Reduce FY20 Revenue Budget Shortfall*. Many members had questions for Director Deedy, especially about the expected savings in salaries (\$569,591.00). Member Mitchel, who is Vice-chair of the Business/Finance Subcommittee and Chair of the Audit Advisory Board, requested information, including a review of revenue sources (i.e. transportation, Circuit Breaker, Medicaid, etc.) and confirmation/assurance that the District has

actually reviewed these revenue sources and has done at least a cursory overview to insure that the District is managing these funds/resources correctly and accurately, to prevent a reoccurrence of current budget issues. More questions were asked and answered.

Questions were asked about social emotional learning moving forward, the status of a social emotional “audit” conducted during the school year, the fact that oversight of 504s is lacking and how administration plans to address this deficiency. Chair Mills asked the timeline for filling the SEL position, to which the Superintendent reported the job description is being finalized, will be posted, and the position could potentially be filled before the start of school.

When asked, Superintendent McCall reported on the status of the Staffing Plan, which he expects will be ready for School Committee review in August or September.

In Member Lavoie’s absence and at his request, Chair Mills read aloud Member Lavoie’s request for information: “I (Matthew Lavoie) am formally requesting that the Superintendent provide the current status of the Bullying Prevention Plan including any and all edits, PD sessions or public sessions for input during the past 4 years.”

Member Weeks commented on the WRHS’s School Improvement Plan and she requested an up-to-date copy be shared with all members.

Member Imber commented on the amended 2019-202 school calendar, which has four less school days for kindergarten students during the coming school year. Parents of incoming kindergarten parents will be informed of this change in the school calendar.

Vice-chair Smith commented on the *NEASC Five-Year Progress Report* and the May 17, 2019 response from NEASC, shared with the Committee in the June Superintendent’s Report.

Member Kirshenbaum had comments about science curriculum and student science exposure, which Deputy Superintendent Berlo spoke to from the podium, explaining that curriculum review/development/implementation is a District task and not a school by school task. Member Michalowski added comments about the science curriculum and the STEAM program at Thomas Prince School.

B. Recommendations Requiring Action by the School Committee

1. Motion: To approve the Amended 2019-2020 School Calendar.

(R. Imber)

(A. Young)

Superintendent McCall spoke to the proposed amendments to the 2019-2020 school calendar, explaining that incoming kindergarten students will begin school

on Wednesday, August 28, 2019, and will conclude their school year three days sooner than students in grades 1 – 11 (attachment 3). There was some discussion about how parents would be notified of this change in kindergarten students' schedule.

Vote:

In favor:

Kenneth Mills
Christina Smith
Melissa Ayala
Scott Brown
Anthony DiFonso
Stephen Godbout
Robert Imber
Laura Kirshenbaum
Linda Long-Bellil
Amy Michalowski
Benjamin Mitchel
Karl Ottmar
Megan Weeks
Linda Woodland
Adam Young

Opposed:

None

The motion was unanimously approved.

2. Motion: To approve the Amended 2019-2020 School Committee Meeting Schedule.

(R. Imber)

(M. Weeks)

Chair Mills spoke about Management Subcommittee's recommendation to schedule a Special School Committee Meeting on Monday, September 9, 2019, at which time the full Committee will meet in executive session to discuss the Superintendent's contract (attachment 4). He further explained September's regular meeting of the School Committee would be held on Monday, September 16, 2019. Vice-chair Smith recommended the presentation to the full Committee on the roles and responsibilities of School Committee members, a presentation already scheduled with MASC representative Tracy Novick, be changed to the September 16, 2019 regular meeting.

Vote:

In favor:

Kenneth Mills
Christina Smith
Melissa Ayala

Scott Brown
Anthony DiFonso
Stephen Godbout
Robert Imber
Laura Kirshenbaum
Linda Long-Bellil
Amy Michalowski
Benjamin Mitchel
Karl Ottmar
Megan Weeks
Linda Woodland
Adam Young

Opposed:
None

The motion was unanimously approved.

3. Motion: To approve expenses incurred in connection with WRSDC Members (Gustafson, Smith, Weeks, Woodland) attending November 6 – 9, 2019 MASC/MASS Joint Conference.

(S. Brown)
(B. Mitchel)

Vote:

In favor:

Kenneth Mills
Melissa Ayala
Scott Brown
Anthony DiFonso
Stephen Godbout
Robert Imber
Laura Kirshenbaum
Linda Long-Bellil
Amy Michalowski
Benjamin Mitchel
Karl Ottmar
Adam Young

Opposed:
None

Abstained:

Christina Smith
Megan Weeks
Linda Woodland

The motion was approved 12 - 3.

4. Motion: To authorize the transfer of \$20,000 from the *Salaries and Stipends Appropriation* to the *Benefits and Insurance Appropriation*
(R. Imber)
(A. Young)

Chair Mills took the opportunity to read aloud, for the record, information shared by Business/Finance Subcommittee Chair Dennis, who was not in attendance (attachment 5). Director Deedy approached the podium. Director Deedy explained FY19 budget transfers must be made by July 15th, per the auditors. At Member Ottmar's inquiry, Director Deedy confirmed the budget transfer requests are the same language brought to the July 2, 2019 meeting of the Business/Finance Subcommittee. Discussion ensued. Director Deedy explained chargebacks do not require School Committee approval.

Vote:

In favor:

Kenneth Mills
Christina Smith
Melissa Ayala
Scott Brown
Anthony DiFonso
Stephen Godbout
Robert Imber
Laura Kirshenbaum
Linda Long-Bellil
Amy Michalowski
Benjamin Mitchel
Karl Ottmar
Megan Weeks
Linda Woodland
Adam Young

Opposed:

None

The motion was unanimously approved.

5. Motion: To authorize the transfer of \$67,093.92 from the *Instructional Support Appropriation* to the *Benefits and Insurance Appropriation*
(R. Imber)
(A. Young)

Brief discussion ensued before the vote was taken.

Vote:

In favor:

Kenneth Mills
Christina Smith

Melissa Ayala
Scott Brown
Anthony DiFonso
Stephen Godbout
Robert Imber
Laura Kirshenbaum
Linda Long-Bellil
Amy Michalowski
Benjamin Mitchel
Karl Ottmar
Megan Weeks
Linda Woodland
Adam Young

Opposed:
None

The motion was unanimously approved.

6. Motion: To authorize the transfer of \$30,811.91 from the *Operations and Maintenance Appropriation* to the *Benefits and Insurance Appropriation*.
(S. Brown)
(A. DiFonso)

Vote:

In favor:
Kenneth Mills
Christina Smith
Melissa Ayala
Scott Brown
Anthony DiFonso
Stephen Godbout
Robert Imber
Laura Kirshenbaum
Linda Long-Bellil
Amy Michalowski
Benjamin Mitchel
Karl Ottmar
Megan Weeks
Linda Woodland
Adam Young

Opposed:
None

The motion was unanimously approved.

7. Motion: To authorize the transfer of \$4,691.57 from the *Pupil Services Appropriation* to the *Benefits and Insurance Appropriation*.

(R. Imber)

(M. Weeks)

Vote:

In favor:

Kenneth Mills
Christina Smith
Melissa Ayala
Scott Brown
Anthony DiFonso
Stephen Godbout
Robert Imber
Laura Kirshenbaum
Linda Long-Bellil
Amy Michalowski
Benjamin Mitchel
Karl Ottmar
Megan Weeks
Linda Woodland
Adam Young

Opposed:

None

The motion was unanimously approved.

8. Motion: To authorize the transfer of \$2,275.00 from the *Debt Service Appropriation* to the *Benefits and Insurance Appropriation*.

(A. DiFonso)

(S. Brown)

Vote:

In favor:

Kenneth Mills
Christina Smith
Melissa Ayala
Scott Brown
Anthony DiFonso
Stephen Godbout
Robert Imber
Laura Kirshenbaum
Linda Long-Bellil
Amy Michalowski
Benjamin Mitchel
Karl Ottmar
Megan Weeks

Linda Woodland
Adam Young

Opposed:
None

The motion was unanimously approved.

9. Motion: To authorize the transfer of \$50,000.00 from the *Transportation Appropriation* to the *Benefits and Insurance Appropriation*.
(R. Imber)
(S. Brown)

Vote:

In favor:

Kenneth Mills
Christina Smith
Melissa Ayala
Scott Brown
Anthony DiFonso
Stephen Godbout
Robert Imber
Laura Kirshenbaum
Linda Long-Bellil
Amy Michalowski
Benjamin Mitchel
Karl Ottmar
Megan Weeks
Linda Woodland
Adam Young

Opposed:
None

The motion was unanimously approved.

VI. Unfinished Business

There was no unfinished business brought before the Committee.

VII. Secretary's Report

- A. Approval of the Executive Session Minutes of the Wachusett Regional School District Committee held on June 10, 2019

Motion: To approve minutes of the executive session of the WRSDC held on June 10, 2019, to be released.

(A. Young)

(S. Brown)

Roll call vote:

In favor:

Kenneth Mills
Christina Smith
Melissa Ayala
Scott Brown
Stephen Godbout
Robert Imber
Laura Kirshenbaum
Linda Long-Bellil
Amy Michalowski
Benjamin Mitchel
Karl Ottmar
Megan Weeks
Linda Woodland
Adam Young

Opposed:

None

Abstained:

Anthony DiFonso

The minutes were approved 14-0-1.

- B. Approval of #1329 Regular Meeting Minutes of the Wachusett Regional School District Committee held on June 10, 2019

Motion: To approve minutes of the regular meeting of the WRSDC held on June 10, 2019.

(R. Imber)
(B. Mitchel)

Vote:

In favor:

Kenneth Mills
Christina Smith
Melissa Ayala
Scott Brown
Stephen Godbout
Robert Imber
Laura Kirshenbaum
Linda Long-Bellil
Amy Michalowski
Benjamin Mitchel
Karl Ottmar

Megan Weeks
Linda Woodland
Adam Young

Opposed:
None

Abstained:
Anthony DiFonso

The minutes were approved 14-0-1.

VIII. Treasurer's Report/Financial Statements

Chair Mills reminded the Committee that if there were questions regarding the Director of Business and Finance's report that Members should contact the Superintendent; if there were questions regarding the Treasurer's Report, Members should contact the Business/Finance Subcommittee Chair.

IX. Committee Reports

A. Management Subcommittee

Chair Mills reported on the June 18, 2019 and June 25, 2019 meetings of this subcommittee. He again spoke about the Management Subcommittee's recommendation to schedule a Special School Committee Meeting on Monday, September 9, 2019, at which time the full Committee will meet in executive session to discuss the Superintendent's contract.

B. Education Subcommittee

Subcommittee Chair Imber reported this subcommittee will meet at 6:00 PM on Monday, August 19, 2019.

C. Business/Finance Subcommittee

Chair Mills again referenced a report on the July 2, 2019 meeting of this subcommittee, the report prepared by Subcommittee Chair Dennis (attachment 5).

D. Legal Affairs Subcommittee

Subcommittee Chair Brown will be scheduling the initial meeting of this subcommittee in the near future. He explained that review and amending of the WRSDC By-Laws will continue to be a focus of the subcommittee.

E. Superintendent Goals and Evaluation Subcommittee

In Superintendent Goals and Evaluation Subcommittee Chair Lavoie's absence, Chair Mills reported this subcommittee will meet on July 31, 2019.

F. Facilities and Security Subcommittee

Subcommittee Chair Young reported on the meeting of this subcommittee, held immediately before this School Committee meeting.

G. Audit Advisory Board (B. Mitchel, Chair)

Chair Mitchel reported a meeting of the AAB will be scheduled for September, when the Board will review action items developed by Director Deedy to address recent audit findings. Chair Mills solicited representation on the AAB from Paxton, Princeton, and Rutland.

Chair Mills took the opportunity to mention that subcommittee meetings are public meetings and all are welcome to attend and sit in the audience.

H. Ad Hoc Subcommittees

I. Building Committees

1. Mountview Building Committee

Per Superintendent McCall, no update to be made. Superintendent McCall did take a moment to report he is working on a staffing plan, and during this exercise it has become apparent the student population in Holden is growing and will continue to grow, making it very likely an additional school in Holden will be needed, with an estimated timetable of 2025 – 2026.

J. School Council Reports:

Central Tree Middle School (S. Haber), Chocksett Middle School (L. Woodland), Davis Hill Elementary School (K. Mills), Dawson Elementary School (L. Kirshenbaum), Glenwood Elementary School (A. DiFonso), Houghton Elementary School (M. Ayala), Mayo Elementary School (A. Young), Mountview Middle School (S. Brown), Naquag Elementary School (M. Lavoie), Paxton Center School (K. Ottmar), Thomas Prince School (A. Silva), Wachusett Regional High School (L. Long-Bellil/A. Michalowski), Special Education Parent Advisory Council (M. Gustafson), Early Childhood Center (L. Woodland)

X. Public Hearing

No members of the public wished to address the School Committee

XI. New Business

Member Woodland asked that evaluations done of the District's Special Education programs, which she has been told about but has not seen copies of, be shared with members for their information. Member Young added his interest in these reports/evaluations being made available to the School Committee.

In follow-up to student attendance and public addresses at the June 10, 2019 School Committee meeting, Member Kirshenbaum requested information about the teacher evaluation process, mentoring, and new teacher orientation.

Member Kirshenbaum also asked for information about how diversity is addressed across the District, specifically requesting an update on how teachers address diversity and envision welcoming of all.

With the implementation of full-day kindergarten, Member Michalowski has been approached by a parent asking how the full-day kindergarten daily schedule will be laid out and what the kindergarten students' day will look like.

Vice-chair Smith requested updates about many topics, including course offerings and how many students' requests are not fulfilled, "what is in place to get kids excited about learning, hooked, engaged," how is elimination of rank working out and has it reduced stress, how are academics celebrated, similar to recognizing sports, and lastly, the status of late buses. Education Subcommittee Chair Imber reported impact of elimination of class rank will be an Education Subcommittee agenda item.

XII. Adjournment

Motion: To adjourn.

(R. Imber)

(A. Young)

Vote:

In favor:

Kenneth Mills
Christina Smith
Melissa Ayala
Scott Brown
Anthony DiFonso
Stephen Godbout
Robert Imber
Laura Kirshenbaum
Linda Long-Bellil
Amy Michalowski
Benjamin Mitchel
Karl Ottmar
Megan Weeks
Linda Woodland
Adam Young

Opposed:
None

The motion was unanimously approved.

The meeting adjourned at 9:17 PM.

Respectfully submitted,

Darryll McCall, Ed.D.
Superintendent of Schools

DM:rlp

Attachments:

- Attachment 1 – Sign-in sheets
- Attachment 2 – *Administrative Strategies to Reduce FY20 Revenue Budget Shortfall*
- Attachment 3 – Draft Amended 2019-2020 School Calendar
- Attachment 4 – Revised Draft June 2019 – May 2020 WRSDC Meeting Schedule
- Attachment 5 – July 9, 2019 email correspondence from Member Dennis to Chair Mills

Administrative Strategies to Reduce FY20 Revenue Budget Shortfall

The Administration will address the FY20 Revenue Budget shortfall with a comprehensive review of all costs in both the Salary and Expense Budgets, particularly as positions become available through resignations or retirements. This plan as described below is independent of any adjustment with State or Federal revenues.

In the Salary Budget, each resignation and retirement will be reviewed with particular focus on the budgeted salary and a proposed salary. This task will be an ongoing task throughout the year between the Director of Business and Finance, Human Resources Director and the Superintendent of Schools.

Through June 28, 2019 the district has realized the following savings.

- Resignations @ \$136,241.00
- Retirements @ \$244,893.00
- Salary Savings @ \$188,457.00

Salary Subtotal @ **\$569,591.00**

In the Expense Budget, the Administration has projected savings in utilities based upon FY19 usage. Also, the Administration is in the process of reviewing several vendor contracts to see where they can be restructured, if they can be restructured. This is particularly relevant with the home to school bus contract with AA Transportation that is effective July 1, 2019.

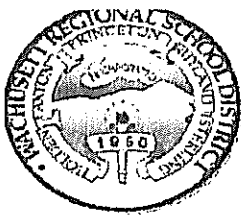
Through June 28, 2019, the District has projected the following savings:

- Heat/Fuel of Buildings @ \$130,000.00
(based upon FY19 usage)
- Tuition/School Choice (Cherry Sheet) @ \$23,391.00
- Operations and Maintenance @ \$85,000.00
- Glenwood/Naquag Electricity @ \$40,000.00
- Transportation @ \$214,000.00

Expense Subtotal @ **\$492,391.00**

Total @ \$1,061,982.00

Created 6.28.19



WACHUSETT REGIONAL SCHOOL DISTRICT

Attachment 3

Attachment 10
July 2, 2019

School Calendar 2019-2020

DRAFT AMENDMENT 6/5/2019

DRAFT

DRAFT

JULY

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

AUGUST

M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28*	29	30

SEPTEMBER

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

OCTOBER

M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

NOVEMBER

M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

DECEMBER

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

JANUARY

M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

FEBRUARY

M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

MARCH

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

APRIL

M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

MAY

M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

JUNE




M	T	W	T	F
1	2	3	4	5
8*	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

First and Last Days of School	
First Day of School	Aug 27
*First Day of Kindergarten	Aug 28
*Last Day of Kindergarten (Full Day) (pending snow days)	June 8
Half-Day 180th Day of School-Grades 1-12	June 11
Half-Day 185th Day of School-Grades 1-12	June 18
*The District is required to provide a school calendar with 185 days of school scheduled. The last day of school will be a half-day whenever it falls.	

Holidays & Vacations	
Labor Day	Sep 2
Columbus Day	Oct 14
Veterans' Day	Nov 11
Thanksgiving Recess	Nov 27-29
Winter Recess	Dec 23-Jan 1
Martin Luther King, Jr. Day	Jan 20
February Recess	Feb 17-21
April Recess	Apr 20-24
Memorial Day	May 25

Teacher Training	
Staff Orientation	Aug 26

Staff Development Days	
Full Day	Nov 8
Full Day	May 11
Half-Day	Sep 26
Half-Day	Oct 24
Half-Day	Jan 30
Half-Day	Mar 12
Half-Day	May 22
Half-Day	Last day of school

-  Half Days
-  School not in Session
-  First day of school

Approved by WRSDC 2/11/2019
Approved as amended by WRSDC

DRAFT

DRAFT

Wachusett Regional School District Committee
June 2019-May 2020
Revised 7/9/2019 - DRAFT

June 10, 2019	Location: Wachusett Regional High School, Holden
July 9, 2019 (Tuesday)	Location: Wachusett Regional High School, Holden
August 19, 2019	Location: Wachusett Regional High School, Holden
September 16, 2019	Location: Wachusett Regional High School, Holden
October 7, 2019	Location: Wachusett Regional High School, Holden
November 4, 2019	Location: Wachusett Regional High School, Holden
December 9, 2019	Location: Wachusett Regional High School, Holden
January 6, 2020	Location: Wachusett Regional High School, Holden
January 21, 2020 (Tuesday)	Location: Wachusett Regional High School, Holden
February 10, 2020	Location: Wachusett Regional High School, Holden
March 9, 2020	Location: Wachusett Regional High School, Holden
March 23, 2020	Location: Wachusett Regional High School, Holden
April 6, 2020	Location: Wachusett Regional High School, Holden
April 27, 2020	Location: Wachusett Regional High School, Holden
May TBD	Location: Wachusett Regional High School, Holden

(approved by the WRSDC 5/23/2019)
(revision approved by the WRSDC)



Attachment 5

Rebecca Petersen <rebecca_petersen@wrsd.net>

Fwd: Business / Finance update

1 message

Kenneth Mills <Kenneth_Mills@wrsd.net>

Wed, Jul 10, 2019 at 5:04 PM

To: Rebecca Petersen <rebecca_petersen@wrsd.net>

----- Forwarded message -----

From: **Michael Dennis** <michael_dennis@wrsd.net>

Date: Tue, Jul 9, 2019 at 3:48 PM

Subject: Business / Finance update

To: kenneth_mills@wrsd.net <Kenneth_Mills@wrsd.net>

Hi Ken,

I am not certain that I will be able to attend this evening. In the event that I cannot, I've prepared an update from the Business / Finance committee which may be read at tonight's meeting.

The Business / Finance committee meet most recently Tuesday, July 2nd at 7pm. Here are the updates from that meeting:

1. There are 6 motions for budget transfers on the agenda for tonight's meeting. Four of the six budget transfer motions would zero-out the source appropriation. As of the time of the B/F meeting, it was not clear whether or not the timing was appropriate to authorize the transfers in the event additional liabilities were presented against those appropriations. Director Deedy will provide an update tonight on guidance from DOR on the proper timeframe to make and approve those transfers.
2. As of the time of the B/F meeting, the district is projected to end FY19 with a \$49K surplus which includes a holdback in vendor payments of approximately \$44K. This is a very concerning estimation given the narrow margin and compared with years past. The narrow margin is factored by State reductions due to audit in Transportation, Medicaid, and Circuit Breaker. It should be noted that the district is awaiting final numbers from several reimbursements such as School Choice and Miscellaneous Revenue which may net up to an additional \$70K.
3. The initial estimated revenue shortfall for FY20 due to the Medicaid reimbursement issues is estimated at \$1.1M. The estimate will be confirmed in the fall when the

district meets again with UMass to receive feedback on which reimbursements have or have not been accepted.

4. The committee has asked for a detailed analysis of which reimbursements have been rejected by reason, the quantity, and dollar value.
5. Superintendent McCall and Director Deedy shared a document called, "Administrative Strategies to Reduce FY20 Revenue Budget Shortfall." This document was shared with the full committee earlier today.
 1. It was explained that the top half of the document reflects savings already realized by the district as a result of staff changes from resignations, retirements, and other savings. This resulted in a savings of \$569,591 and the administration will continue to assess changes for saving opportunities as they occur.
 2. The committee requested a detailed breakdown of each position that was replaced with associated cost savings. We have not received this breakdown as of today.
 3. The bottom portion reflects potential savings that the district may incur. Such potential savings include fuel oil and energy usage, for example. It was pointed out there is currently no plan in place to actualize these savings as they are largely out of the district's control.
 4. The committee asked the Superintendent and Director to indicate whether or not the realized savings achieved as well as the potential savings are at a sufficient level to address the estimate revenue shortfall of \$1.1M or if additional actions should be taken.
6. The committee will plan to meet again in August TBD.

Thanks,

Mike

--

Kenneth Mills
Chair,
Wachusett Regional School District Committee