



**Finance and Operations Subcommittee
Remote
July 22, 2020 at 5:00 p.m.
Open Meeting Minutes**

PRESENT: Geoff Epstein (Chair), Beverly Hugo, Scott Wadland, Tiffanie Maskell

ABSENT: None

OTHERS PRESENT: Executive Director of Finance and Operations Lincoln Lynch, Superintendent Dr. Tremblay, Executive Assistant to the School Committee Joanna Hastry

Call to Order

The Chair called the meeting to order at 5:01 p.m. He said this meeting was being broadcast live on Facebook and being recorded. He read those in attendance, and how to participate in public comment.

Public Comment

No public comment.

Transportation

Executive Director of Finance and Operations Lincoln Lynch said that they are still waiting for more guidance on how many students can be on a bus, but the latest is 24 students which is about 50 percent capacity with one student per bench. He said that the District's recommendation is to prioritize who is eligible to take the bus, and ask those families if they will be utilizing the bus, and then see if there is room for other students who do not fit into the legal eligibility. Ms. Hugo said she is concerned with students furthest away from schools on the southside, and how this will affect attendance, and asked if they have looked into supplementing with the public bus system. Mr. Lynch said that they have worked with the public bus system in the past, specifically for Thayer students. Dr. Tremblay said they are hoping to open up spaces on the bus for those who need it by asking parents who will be using it, and also looking into possibly having siblings being able to sit together. Ms. Maskell said that traffic patterns entering schools will have to be thought of if more parents are driving their children to school. Mr. Wadland asked about finances for possible additional busses. Mr. Lynch said they are looking to see if it could be a COVID-19 related cost that could be reimbursed, and would also have to look at if Durham even has the capacity to give additional busses. Mr. Epstein asked what will happen with payment to Durham if school is remote for longer than the two months that is currently proposed. Mr. Lynch said his recommendation would be to pay them at a lesser percentage, and said that he worries that if we do not pay drivers they will go elsewhere for employment.

Warrant Process

Mr. Epstein said that the Policy Subcommittee will work with this subcommittee to make some changes regarding warrants, as there are problems with being paper based as they currently have lost the ability to oversee the process. Discussion on having any invoices that are already digital be provided, tools such as rolling scanners to help ease the process of scanning, and having shared drives to hold all of them for review. Discussion about the need for the City to be involved in the process as the approval goes to them. Mr. Lynch will speak to the Business Department regarding logistics of starting the process of providing the invoices that are currently already digital for the warrant reviews.

Student Activity Account Audit Status

Mr. Lynch said that the company completing the student activity account audit has a draft and should be able to attend the next subcommittee meeting to review it. He said he will give an advance copy to review.

FY20 Budget Close Out

Mr. Lynch said that this is the same as was presented at the last School Committee meeting, they are still making payments to vendors and billheads as they come in, and the fiscal year really does not end until mid-August.

FY21 Budget

Mr. Lynch said he will present some projections for the three different plans for school at the School Committee meeting on Wednesday, but until we know which plan will be implemented we will not know the financial implications. Ms. Hugo said there we received some grants for the pandemic, and asked if there are other grants that the District could apply for. Mr. Lynch said grants applied for include \$1.7 million for the CARES Act money, \$400,000 for the Remote Learning Careers Act, and \$2 million for the CVRF Reopening Grant. He said there was also CARES Act and FEMA funds from the City. Ms. Maskell asked if funds could be used to provide professional development for the staff prior to the scheduled dates of September 2-8, as that doesn't seem to give enough time. Dr. Tremblay said that they have to go by what the Commissioner decides for the amount of school days, and it would also include a contractual piece and would have to pay teachers for the extra days. He said there have been technology trainings that were voluntary for staff to attend and earn credits for over the summer. Discussion about how students have been lost during remote learning and how to increase engagement. Discussion on reasons for the need for staff to be in school buildings versus remote, and if there are any financial implications.

COVID-19 Expenses, State/Federal Support, and Reimbursements

Mr. Lynch said they have been looking at every opportunity for reimbursements, and have a master spreadsheet with all the different funding sources. He said that it is about \$5.2 million in state and federal support, and he will report out on this at the next School Committee meeting.

Brophy and Fuller Solar Installations Implications for Utility Costs

Mr. Lynch said that it is an estimated savings of \$10,000 per year in utility costs if there is solar at Brophy Elementary School. He said that he will look into the cost savings at Fuller Middle School.

Municipal Aggregation Implications for FPS Utility Costs

Mr. Epstein said that the municipal aggregation that the City has been talking about has possible financial implications for the District. Mr. Lynch said that he will look into this.

Remote Meeting Pros and Cons

Members spoke to the pros of remote meetings such as feeling safer at this time and more public viewers, and the cons such as teachers having to go into buildings while meetings are remote, and the financial aspect of Zoom and other services.

Approval of Minutes

Motion: To approve the Finance and Operations subcommittee minutes of December 11, 2019, February 4, 2020, and March 10, 2020.

Moved: Ms. Hugo **Seconded:** Ms. Maskell **Roll Call Vote:** Unanimous (4-0-0)
(Yes: Hugo, Wadland, Epstein, Maskell)

Adjournment

Motion: To adjourn.

Moved: Mr. Wadland **Seconded:** Ms. Maskell **Roll Call Vote:** Unanimous (4-0-0)
(Yes: Hugo, Wadland, Epstein, Maskell)
Meeting adjourned at 6:29 p.m.

Meeting Materials

Agenda

Draft December 11, 2019 Minutes

Draft February 4, 2020 Minutes

Draft March 10, 2020 Minutes

These minutes were approved by the Finance and Operations Subcommittee in Open Session on October 1, 2020.

These minutes were sent to the City of Framingham for posting on October 7, 2020.