

LEXINGTON SCHOOL COMMITTEE
Wednesday, March 22, 2017
Carey Memorial, Estabrook Hall
1605 Massachusetts Avenue, Lexington, MA

Present:

Chair, Alessandro Alessandrini; Vice Chair, Eileen Jay; Jessie Steigerwald (6:32); Kate Colburn; Kathleen Lenihan; Superintendent, Dr.Czajkowski;

Absent: Student Representative, Matt Campos

The minutes were taken by Kristen Cronin, Executive Assistant to the School Committee and Administrative Assistant to the Superintendent

The meeting convened at 6:30 pm

Call to Order and Welcome:

Chair, Alessandro Alessandrini called the meeting to order, and introduced committee members.

Public Comments: None

Superintendent's Announcement:

Last evening Dr. Czajkowski and some administrators attended the LEF Funded event at Estabrook Elementary School. Jess Lahey, author of "Gift of Failure" spoke to approximately 300 parents on the topic of parents needing to let go and let the students be self-advocates. Very well attended event.

Student Assignment committee will be meeting and discussing central registration and the triangle as well as continuing to move forward with central registration enrollment.

Tomorrow, March 23 is our District Wide Professional Development on Google transition. I want to thank Kelly Chase, Ian Dailey, Sandy Trach, Tom Martellone, as well as Eileen McMahon and the email task force members who have spent several months getting ready for this transition.

Next Agenda Setting Meeting would like to review possible dates for SC Meeting 17-18

Looking for dates for school committee retreat to review NORMS and protocols.

School Committee Member Announcements:

Eileen Jay: April 6th – CAALL conflict with "If Only" film

Jessie Steigerwald: On April 6th Jessie will be attending the Executive Library Meeting prior to Bill Hurley's reception. Also, that is the same evening the "If Only" film is showing.

Alessandro Alessandrini: METCO Lobby Day Announcement. Tuesday, April 4th

Agenda:

1. Agenda Item: FY17 Second Quarter Financial Report

Mr. Ian Dailey, Assistant Superintendent for Finance and Operations, reviewed the FY17 Second Quarter Salaries and Wages Budget and Second Quarter Expenses Budget.

The School Department currently projects a surplus of \$1,699,669 from the approved Fiscal Year 2016-2017 Budget. This represents a surplus of approximately 1.8% of the total School Department Budget. \$1,762,577 of the total is projected surplus resides in the Salary & Wages portion of the budget while a deficit of \$62,908 resides in the expense portion of the budget.

The Second Quarter Financial Report assumes all vacancies are filled for the balance of the school year. At the time of generating this report, there are approximately 19.45 FTE in vacant positions.

Approximately 58.0 FTEs are noted as either on an approved leave of absence or have an upcoming approved leave of absence. While a substitute is often required, creating a long-term substitute cost impact, the cost of substitutes is often less than the original teacher on the leave of absence, which generates savings.

At this time in FY17 the budget is only exceeded by 1.23 FTE, most largely associated with Overmax Aides in the elementary schools. In years prior, budgeted FTE levels could be exceeded by as much as 25.0+FTE. We are really trying to stay with our approved position plan throughout the year. As part of doing that we recognize it would create savings and as part of FY17 we increase the salary differential line by \$500,000.00 to better account for our needs in positions and more realistically would save as part of the turn over in staff.

Expenses: As in years past, the majority of program budgets will be expended. A detailed review is conducted on major system-wide budget lines such as Special Education Consultants, Special Education Out-of-District Tuition, Transportation for regular education and special education, Legal Services, and Teacher Substitutes.

Mr. Dailey reviewed the Budget Expense Summary in Table 2 & Table 3 for Fiscal year 2016-2017

Grants: Two state grant funding sources were eliminated in Fiscal Year 2016-17. The Fiscal Year 2016-17 Massachusetts State Budget eliminated funding for the Full Day Kindergarten Enhancement Grant (Code 701) and the Academic Support Grant (Code 632). The total impact of these two grants being eliminated has an FY17 budget impact of \$182,640. Fortunately, during the development of the Fiscal Year 2016-17 budget, funding was included for the anticipated elimination of the Full Day Kindergarten Enhancement Grant in the amount of \$177,000.

Mr. Dailey reviewed the Grant status in Table 4 for Fiscal Year 2016-17

Transfers: Mr. Dailey reviewed a summary of all Fiscal Year 2016-17 budget transfers in Table 5

Jessie Steigerwald: Requested for next quarter an update on substitute teaching pilot that is happening at the High school this year. For different reasons, there is some sharing in the Science Lecture hall, but interested in seeing if there is a cost in savings.

Ian Dailey: Will look into the substitute budget to see where we are to see if the ELF Program (Electronic Learning) are playing in the budget basis.

Jessie Steigerwald: How is MTRA money being covered? Is it coming from the municipal side of the budget because it's a benefit? How does that work?

Ian Dailey: Legislature sets aside money on the front end, but whenever a position is funded through a federal grant we are required to set aside the same contribution. There's no burden placed on the town.

Kate Colburn: Have you determined if we are over on the out of district transportation as opposed to in district transportation? Where is that deficit coming in?

Ian Dailey: Need to look to see which is playing the major factor. We use those types of metrics while building the budget, we try to associate the cost per van per student with what's happening out of district.

Alessandro Alessandrini: Special Education Stabilization Fund, confirmed with Ian Dailey we have 1.2 million? If we ever need that money we need to go to town meeting to receive 2/3 vote to get that money back. At state level they have actually said for any school committee that starts one now it would go directly under control to school committee. Sandro suggested to Ian to put in a request for the Fall Town Meeting so the district would not have to go to town meeting to request the funding.

Ian Dailey: Agrees we should definitely consider doing a Special Education Stabilization Fund. Recommend discussing this item as a separate topic on the agenda.

It was agreed Mr. Dailey would present the Third Quarterly Report prior to April break.

Move that the School Committee approve the transfers outlined in Table 5 of the Fiscal Year 2016-17 Second Quarter Financial report, per School Committee Policy DBJ.

The Motion was approved (5-0). (Sandro/Steigerwald)

2. Agenda Item: Discussion of TM Articles 15 & 16 (articles 2 & 4 if needed)

Article 15: Appropriate for School Capital and Equipment: Alessandro Alessandrini will be reading the motion at Town Meeting and introducing Mr. Dailey.

School Committee is in agreement for Article 15 (5-0)

Article 16: Appropriation for Public Facilities: School Committee is in agreement (5-0)

- a. School Building Envelope and Systems Program
- d. Public Facilities and Site Improvements
- g. LHS Security Evaluation and Upgrade
- h. LHS Guidance Space Mining
- i. LHS Nurse Office and Treatment Space

**Article 2: Election of Deputy Moderator and Reports of Town Boards Officers and Committees
School Committee is in agreement (5-0)**

**Article 4: FY2018 Operating Budget
School Committee is in agreement (5-0)**

***School Committee will remain in session and relocate to Battin Hall for the purpose of participating in
Town Meeting.***

Meeting Materials: Agenda; **A.1-** Second Quarter Salaries and Wages Budget – Detail; Second Quarter Expenses Budget – Detail **A.2- A.3- A.4- A.5-**