The meeting was held in the Superintendent’s Office, King Philip Middle School, 18 King Street, Norfolk, MA 02056

**CALL TO ORDER:** The meeting was called to order by Mr. Francomano at 7:40 am

**COMMITTEE MEMBERS PRESENT:** Patrick Francomano and Jim Killion

Absent: Ken Dow

**VISITORS PRESENT:** Dr. Liz Zielinski, Superintendent, Mr. Larry Azer, Director of Finance & Operations, Tracey Malloy, Norfolk Resident and member CWG and Barbara Snead, Norfolk Resident and KP School Council Member.

**AGENDA:**

**Approval of Minutes of January 12, 2018:**

Upon a motion to amend as per recommended by Mr. Francomano, seconded by Mr. Killion. All in Favor.

Upon a motion to approve as per amended by Mr. Francomano, seconded by Mr. Killion. All in Favor.

**FY’19 Budget Update:**

Mr. Azer presented the FY 2019 Budget update as of March 1, 2018. Mr. Azer noted that the health insurance quote came in lower than originally expected ($224K reduction to original budget) and the district has received notification of a teacher retirement (potential $13K savings). Transportation bids are expected as of 11 am on March 2, 2018. As of March 1, 2018, the current budget increase is 4.24% and town assessments increase is 5.76%.

Mr. Francomano questioned if there are any additional potential savings? Dr. Zielinski noted that there are very few areas for savings at this point in the budget process exclusive of staff cuts. Mr. Francomano would like to have a FY 19 budget recommendation as of March 9, 2018 for the next full school committee meeting scheduled for March 19, 2018. Mr. Francomano requested an update from the Special Education Director and updated budget scenarios.
**Special Education Mileage Reimbursement:**
Mr. Francomano discussed that this issue was raised by a Plainville parent noting that the mileage reimbursement rates from KP differ from the member towns. Mr. Azer presented a memo dated February 26, 2018 outlining the KP policy for mileage reimbursement noting that KP follows DESE guidelines and the member towns follow the IRS guidelines. Mr. Killion feels from an ethical standpoint that the full school committee needs to discuss this issue. Mr. Azer was tasked to place this issue on the agenda of the full school committee meeting scheduled for March 19, 2018.

**Grounds Vehicle:**
Mr. Azer presented a summary of all off-road equipment owned by the district as of March 1, 2018. There is a need to upgrade the Kubota RTV used for plowing and sanding of sidewalks. Mr. Azer is recommending to purchase a new RTV for the High School and move the current RTV to the Middle School. This proposal would cost approximately $5K/year under a five-year financing plan.

**Upon a motion to recommend purchase of RTV for High School to the full school committee by Mr. Francomano, seconded by Mr. Killion. All in Favor.**

**Facilities Rental Rates:**
Mr. Azer presented an analysis of King Philip’s facility rental rates compared to neighboring districts dated March 1, 2018. The final page of the presentation delineated the six groups that can rent the KP facilities. Mr. Azer noted that group 4 (member town non-profit) rates are too low and recommended several areas to increase. Mr. Azer also recommended revising the group 6 (commercial and for-profit) rates lower citing that specifically the football field has not been rented since inception. Mr. Killion feels the issue of non-rental of the football field is not related to the rates. Mr. Azer is also recommending labor rate increases specifically for custodian/grounds, sound/lighting technician, sound/lighting supervisor and Cafeteria/Kitchen.

Mr. Francomano asked if the district is proposing to change the relationship between PAL and KP where there are currently no charges? Mr. Killion asked for a list of all group 4 currently renting and what the impact of the rate increase would be.

Mr. Azer was tasked to analyze the agreement between PAL and KP and make recommendation at the next finance sub-committee meeting scheduled for March 9, 2018.

Mrs. Snead noted the current limitation for rehearsal space for the Winter Guard Program. Mrs. Snead recommended looking at the possible shifting of schedules of rehearsals and other groups for the best possible scenario for all groups involved.
Mr. Azer noted that ultimately there needs to be formalized agreements with the towns on facilities use. Mr. Azer was tasked to continue to analyze this issue.

**State Legislation:**
Mr. Azer presented memo dated March 1, 2018 outlining the current pending legislation at the Commonwealth level.

1. S. 223 - Modernizing the foundation budget to the 21st century – minimal impact to KP since we are already funding above foundation
2. S. 217 - Establish commission on regional school foundation budgets
3. H.311 - Establish a special commission relative to reimbursements of school busing costs

Mr. Azer discussed tens of millions of dollars are being underfunded to the school districts by the Commonwealth. Mr. Azer noted that we should expend our energy at trying to reinstate the funding at the Commonwealth level.

**Upon a motion to recommend to full school committee these pieces of legislation by Mr. Francomano, seconded by Mr. Killion. All in Favor.**

Mr. Azer was tasked to place this legislation issue on agenda for full school committee meeting scheduled for April 2, 2018.

Upon a motion by Mr. Killion, seconded by Mr. Francomano the meeting was adjourned at 8:47 AM

The next meeting of the Finance Subcommittee will be at 7:30 AM in the Superintendent’s office on Friday March 9, 2018.

Respectfully submitted,

Karen A. Wolf
Recording Secretary