

Minutes – Wayland School Committee Finance Subcommittee  
March 6, 2019.

A meeting of the School committee's Finance subcommittee was called to order at 10:12 AM by Kathie Steinberg.

Present were:

Kathie Steinberg, chair  
Ellen Grieco

Also present:

Susan Bottan, Business Administrator

1. Public Comment

There was no public comment.

2. Financial Matters

(a). Discussion of the FY 20 Omnibus Budget voted by the Town of Wayland Finance Committee including an update and review of the status of the WPS' capital requests.

The committee reviewed the FY20 Budget and capital requests. The request for the Loker Roof replacement and equipment storage were discussed. The committee will follow up with the Chief regarding support for the equipment storage due to the potential hazards of coats, clothing and backpacks in the hallways. The deferral of several of the capital requests was reviewed by the committee.

(b). Review of Metco Funding

Susan reported on the METCO funding including grants, fundraising, fees. A history of the program funding was also discussed. The committee reviewed the budget update previously presented by the METCO director last fall. Approximately 40% of the budget is for transportation; 40% for salaries, director, coordinators and bus monitor and 20% is allocated to student services. The 2018/19 program budget was also reviewed. Susan Bottan also provided answers to several questions that were raised at the Jan 17, 2019 Wayland School Committee meeting regarding the METCO funding.

(c) Update on the OPEB Parity Payment and discussion of next steps.

Susan updated the committee on the \$125K payment previously made. A legal opinion from Town Council has been provided. The Town Administrator will follow up with the Board of Selectman and Finance Committee.

(d) Review and discussion of the annual OPEB payments of the special revenue funds.

We are awaiting a legal opinion on the OPEB parity payment. The Town Administrator will be reviewing the structure of the OPEB funding.

(e) FY19 Quarterly Financial Report

Susan presented the quarterly financial report. The district appears to be at break even. There has been a shortfall with utilities. The ebb and flow of personal costs continues, with the substitute costs higher than expected.

(f) Update on school bus parking.

The lease is being developed for the MADOT site at zero cost for 2 years. There are costs associated with redevelopment of the site, however. Buses are OK to remain at River's Edge in the interim.

(g) Review and discussion of the Financial Assistance application and guidelines.  
Susan presented the changes to the application. She will present to the school committee, although it will not be necessary to vote the changes.

### 3. Administrative Matters

#### (a) Future Agenda Topics and Next Meeting Date

The next meeting is tentatively scheduled for April 4, 2019 @ 10 AM. The OPEB parity and follow up with the finance committee will be included on the agenda.

#### (b). Outstanding Projects

Bus registration is scheduled for March. The Munis project is almost completed.

#### (4) Matters Not Anticipated by the Chair

There were none.

#### (5) Public Comment

There was no public comment.

#### (6) Approval of Minutes

Upon a motion made by Ellen Grieco, seconded by Kathie Steinberg, the Finance Subcommittee voted to approve the Nov 8, 2018 minutes as presented. The meeting minutes for Nov 29, 2018 and Oct 24, 2018 had previously been approved and were included on the agenda in error. The meeting minutes for Dec 13, 2018 and Jan 25, 2019 will be considered at a future date.

#### (7) Adjournment

Upon a motion made by Ellen Grieco, seconded by Kathie Steinberg, the Finance subcommittee voted (2-0) to adjourn the meeting at 11:55 pm.

Respectfully submitted,

Kathie Steinberg

Corresponding documents

Agenda

FY20 Budget and CIPs

Wayland METCO Program Budget Update presentation

Wayland METCO Program Budget 2018/19

Wayland Public Schools Financial Assistance Program Overview and Application

FY2019 Second Quarter Financial Report