

Budget Subcommittee
Arlington School Committee

Meeting Minutes

Thursday, January 9th, 2020, 8:30 a.m.

Attendance

Subcommittee Members: Kirsi Allison-Ampe, Jennifer Susse, Len Kardon
Administration: Kathleen Bodie, Superintendent, Michael Mason, CFO, Jose Farez
School Accountant, Steve Angelo Transportation Director

The meeting was called to order at 8:30 a.m.

Public Participation

None

Minutes from 09/26/19 moved for approval by LK, 2nd JS, passed 3-0

Budget update and discussion

- KB will meet with admin team next Tues
- Estimated ~700k after required salary adjustments, goals
- Also adding true-ups to ensure budget meets actual needs, for example for utilities
- Requests presented in December exceed allocated budget
- Increasing instructional budgets for art, etc for materials on per pupil basis
 - Previously was through principal budget

Outreach

- Outreach idea: do youtube video
- Set up email budget 2021 for comments

Reporting methods and frequency

- Previously discussed dates in Oct, Dec, Feb, April, June
- Sought examples from other districts, responses still coming in
- Will review examples and give comments at next meeting

Future Enrollment estimation update

- Donahue Institute is working on proposal, availability
- Takes 2-3 months
- They need to talk to MSBA re potential conflict of interest
- MM to meet with data team to insure data availability

Budget Book Improvements

Did some review of budget books from other towns

- Likes:
 - Waltham budget includes towns contribution to things like health care

- Waltham quick facts
- Beefed-up executive summary which can stand on its own
- Needs improvement (our book):
 - Struggle to see what initiatives are, for example: reading initiatives
 - First 6 pages all text, no graphs, no numbers
- To consider:
 - Less variations of data, more useful data
 - Continue to limit endless tables
 - What is the funding for each school?
 - How funding schools?
 - What is changing
 - “Here is a picture of the goals for schools”
 - 5 year plan, goals
 - What was funded last year
- Plan:
 - Review other budget books
 - Come back with concrete suggestions

Audit report update

- Gave background on last week’s memo
- Controls are in place whether things come in as paper or electronic
- Electronic ordering has now been implemented in almost all areas
- Couldn’t start until munis upgrade 1.5 years ago

Future agenda discussion

- Fund discussion, fee discussion

New business

Steve Angelo

- Would like SC to have discussion about fees for transportation
- No increase in many years
- Should consider increase as costs have risen
- Will add to next agenda for discussion

Meeting adjourned 10am

Minutes approved 1/22/20.