

# GARDNER PUBLIC SCHOOLS

70 Waterford Street  
Gardner, MA 01440

Finance Sub-Committee Meeting  
Monday, May 6<sup>th</sup>, 2019  
Superintendent's Office  
Minutes

Members Present: Mr. LaFreniere (Chair), Mr. Swartz, Ms. Pelavin

Members Absent: None

Others Present: Ms. Yu (Business Administrator), Mr. Mark Pellegrino, Superintendent

The meeting was called to order at 12:30PM by the Chair.

Approval of the meeting minutes for April 1<sup>st</sup>, 2019

Ms. Swartz motioned and Ms. Pelavin seconded and the minutes was approved unanimously.

Ms. Yu gave the Committee an update on FY19 Year to Date Budget. The Committee went over the Finance packet for the month of April and went over line by line. Question was raised by Ms. Pelavin on "Management & Information System" which still has a bit over \$50K left. Ms. Yu will contact Mr. Bob O'Keefe on the use of the monies. Another question was raised by Ms. Pelavin on "copier supplies" which has a shortfall of over \$5500. Ms. Yu will research on the details and get back to the Committee shortly. Ms. Yu showed the Committee a spreadsheet with the historical data on utilities and answered Ms. Pelavin's question on natural gas. An entry will be processed in May to adjust the encumbrance with the most updated balances.

Mr. Swartz suggested inserting a column on the "transfer" worksheet to show the account #'s. Ms. Yu will make sure that it will be updated in May for the June's meeting.

There were no gifts/donations to be accepted or voted on.

The Finance Sub Committee reviewed the updated FY20 Budget with House 2 State budget, and voted to bring the total budget to the School Committee meeting on Monday, May 13<sup>th</sup> for a vote to approve. Ms. Pelavin motioned and Mr. Swartz seconded.

Gardner Public Schools was among the few districts that have received the "Comprehensive School Health Services" grant of \$125K. Ms. McCaffrey worked very hard to get this grant for the district. This \$125K grant can't be used to pay nurses, but it can be used for contracted services, SNAP annual support and maintenance, vision screening machine, travel/conference registrations. A copy of the grant award letter will be included the School Committee packet for review/discussion.

## Adjournment

Ms. Pelavin made a motion, seconded by Mr. Swartz to adjourn. The motion passed unanimously. The meeting adjourned at 1:16pm.