

NASHOBA Regional School Committee



*Together, we inspire
and challenge all
learners to realize their
unique potential and
become active
contributors to their
community*

Budget and Warrant Subcommittee

Michael Horesh, Chair
Maureen Mazzone, Secretary
Brett Collins, Member
Scott Powell, Member

Meeting Agenda

Thursday, December 8, 2022

7:00 pm

Meeting Remote via Zoom Technology

Zoom Link: <https://us02web.zoom.us/j/88044136216>

Attendance: Mike Horesh, Brett Collins, Scott Powell, Maureen Mazzone, District Personnel including Kirk Downing and Ross Mulkerin

Minutes appear in blue.

- I. Call to Order: 7pm
- II. Approval of Minutes
 - A. Brett Collins made a motion to approve the September 12, 2022 minutes. Mike Horesh seconded. IN FAVOR Mr. Horesh and Mr. Collins. ABSTAINED Mrs. Mazzone and Mr. Powell. **VOTED AND PASSED (2-0-2)**
 - B. Maureen Mazzone made a motion to approve the November 14, 2022 minutes. Mike Horesh seconded. IN FAVOR Mr. Horesh and Mrs. Mazzone. ABSTAINED Mr. Collins and Mr. Powell. **VOTED AND PASSED (2-0-2)**
- III. Review of Meeting Protocols - Mike Horesh reminded attendees to stick to the agenda and be aware of time. Questions can be sent to Mike via email if not able to be addressed during the meeting.

Amy Vessels – Bolton Representative
Amy Cohen - Bolton Representative
Shandor Simon – Lancaster Representative
Karen Devine – Stow Representative
Maureen Mazzone – Stow Representative
Scott Powell -- Stow Representative

Mike Horesh – Bolton Representative (Vice Chairperson)
Sharon Poch– Lancaster Representative
Brett Collins – Lancaster Representative
Leah Vivirito-Stow Representative (Chairperson)
Joseph Gleason - Lancaster Representative (Secretary)

Kirk Downing, Superintendent
Laura Friend, Assistant Superintendent of Teaching and Learning

Visit www.nrsd.net for representative contact information.

IV. Unfinished Business

- A. Update on E&D certification - Ross Mulkerin explained that there is no update on E&D certification. Still waiting for certification status.

V. New Business

- A. Operations Report, November 2022 - Ross Mulkerin presented the November 2022 Operations Report. No significant changes from October, biggest updates were related to the cost of fuel and Special Education movement.
- B. FY22 Year End Report
 - 1. End of Year Financial Reports that are sent to DESE are now available on the NRSD website. If it has not been audited, pre audit is indicated.
- C. Review of Proposed Rate Changes
 - 1. Preschool Rate Change Discussion: 3% increase. The same as FY22 to FY23. Increase mainly aligns with salary / cost of living.
 - 2. Facility Rate Change Discussion: Increases for FY24 and FY25, main reason for increase is increases we've been seeing in utilities.
 - 3. Extended learning presentation will be given to the School Committee in January.
- D. **Update on FY24 Format and Timeline -**
 - 1. Superintendent Downing presented changes they would like to make to enhance the budget book - adding support for items in the budget and educational information to help anyone reviewing the budget book understand the content. He and Ross Mulkerin sought comments on what else would be nice to see included in the budget book.
 - 2. Ross Mulkerin presented what has been accomplished in the budget timeline and explained any delays.
- E. **Discussion/Update on budget building & warrants + MASC training**
 - 1. Maureen Mazzone asked to be provided with details around the procurement/requisition process and controls that exist to better facilitate the SC review of warrants. Ross Mulkerin is going to start preparing an overview of the lifecycle of a requisition and identify controls. Perhaps the same for benefits and payroll as well. First we will meet with MASC for training on School Committee responsibilities related to the review and approval of warrants.
 - 2. Scott Powell asked for supporting documents prior to signing off on benefit and payroll warrants. Ross Mulkerin will double check benefits and payroll support to ensure there is no PPI before sharing with the School Committee.
- F. Town Fiscal Status (Bolton)
 - 1. To be discussed at a later date.
- G. Citizen's Comments and Questions
 - 1. Brian Boyle would like the School Committee to understand / be aware of proposition 2 1/2
 - 2. Don Cole would like to see the following in the budget book: discussion and disclosure on OPEB, headcount, cost per pupil trends.
 - 3. Stan Wysocki echoed Brian Boyle. He also stated his expectation is that SC is doing a scrub of the school budget.

VI. Items for Next Agenda

- A. MASC Training related to warrants
- B. Update on E&D Certification

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- C. Audit Advisory to work with with Ross Mulkerin to get time with auditors to discuss results of FY21 audit, B&W will be invited

VII. Adjourn Mike Horesh made a motion to adjourn at 9:28pm. Maureen Mazzone seconded. IN FAVOR Mr. Horesh, Mrs. Mazzone, and Mr. Powell. ABSTAINED Mr. Collins. **VOTED AND PASSED (3-0-1)**

The items listed which may be discussed at the meeting are those reasonably anticipated by the Chair. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

Posted on 12/6/22 at 3:00 pm

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