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DATE: February 13, 2023
TIME: 8:56 AM

**Warrant Committee Education Subcommittee
November 14, 2022 7:30 PM
Town Hall, Conference Room 1**

Meeting Minutes

Members in Attendance

Bill Anderson, Anne Helgen, Paul Rickter, Laurie Slap, Matt Taylor, Jack Weis

Call to Order

The meeting was called to order at 7:30 PM

Preliminary Discussion

Since the subcommittee did not meet, as we typically do, prior to having the School Department Q1 financial results presented at the November 9th full Warrant Committee, Jack asked if there was any feedback or follow-up discussion. The discussion quickly pivoted to a more general discussion on special education. The sentiment of the group was that it would be helpful to have more information on the number and profile of students being served in-district versus out-of-district, the level of service being provided, etc. It was noted that DESE has data on this.

Discussion of FY 24 School Department Budget Formulation Process

The committee discussed the budget formulation framework that was discussed at the School Committee meeting on October 25th. We did not get into the details of the position-by-position analysis. However, we did discuss the four major components of the framework, as presented by John Phelan – specifically:

- Staffing
- Special Education
- Revolving Accounts/Fees
- Materials and Supplies

The group agreed that this framework was a good starting point, although it is missing a foundation grounded in available revenue. However, the expectation is that the available revenue figure will be developed as part of the larger budget forum discussions.

For the benefit of the new members on the subcommittee, the group briefly discussed last year's chapter on the School Department budget in the Warrant Committee report, some of the budget materials that the School Department provided right before the Warrant Committee report was due that addressed the requests that the subcommittee had made the prior year for more robust departmental data, and the format and structure of the department's three-year out-of-district tuition model.

The group also discussed how our subcommittee could stay engaged with the School Department and School Committee during the FY 24 budget development. All agreed that frequent interactions would be worthwhile for all parties. Jack will follow up with Meg to discuss a plan for the two committees remaining engaged, most immediately in connection with the department's plans to present in December an initial forecast of FY 24 OOD tuition costs.

Adjournment

The meeting was adjourned at 9:28 PM.