

**TOWN OF NORWELL
Advisory Board
Meeting Minutes
March 7, 2019**

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The Advisory Board was called to order by Susan Powell at 7:00 pm. Present were Kate Steele, Peter W. Smellie, Julie Sim, Karen Reynolds, Susan Powell, Mark Maiellano. Mark Cleveland, Harry Solis and Brian Greenburg were not in attendance. Town Administrator, Peter Morin, was also present.

ADMINISTRATIVE MATTERS

Minutes --

All members reviewed the minutes from February 7, 2019.

*Motion made to accept the minutes from February 7, 2019. **Seconded and passed 6-0***

Bill(s) -- None

Reserve Fund Transfer Requests -- None

Correspondence/Notices -- None

DEPARTMENT FY20 BUDGETS & ARTICLES:

School Department

Matt Keegan, Superintendent of Schools, and Alison Link, School Committee Chair, presented the School Department budget to the AB. Matt explained that 13 public meetings were held to present and discuss the budget and that it is a year round process. A thorough and comprehensive presentation of this complex budget was made to the AB.

The School Department and the School Committee constantly reassess all budget areas, in particular: (1) out of district special education tuitions; (2) staffing and staff reallocations; (3) facility and maintenance needs.

Special Education Tuitions

A decrease in out of district special education tuitions is forecast for FY20. The FY20 budget is \$2,396,171 which compares with \$2,782,000 for FY19. At this time, there is no request for funds from the out of district special education tuition stabilization fund.

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Staffing and Staff Reallocations

In FY18 and FY19 four positions, two during each fiscal year were not refilled. In FY20, a net increase of one aide will be needed. A Building Based Aide will be added to the Middle School to address unfilled teacher and special education aide absences. There will be a reallocation of a High School safety aide to the Middle School. This aide will become the Academic Coordinator (aide) assigned to the Middle School Bridge Transition Room to help students and their families with the process of re-entry into Middle School.

Facilities and Maintenance Needs

The School Department was able to fully fund the facility and maintenance needs for FY19 within its own budget. 11 areas of self-managed maintenance were highlighted, including: gym floor refinishing at the Vinal, Middle, and High Schools; floor tile replacement at 3 schools; elevator repairs; hot water tank replacement at Cole.

FY20 facility needs include: a new school bus for Vinal due to increased student enrollment; complete the IT wireless infrastructure for elementary schools; purchase new iPads for 6th and 10th graders; textbook adoption.

The FY20 capital requests are: kitchen equipment, a fire panel at Cole School, and a generator for the Sparrell building. There are no Article requests for this year's Town Meeting.

Total budget for the School Department is \$28,178,328.

Motion made to defer vote on School Department budget.

Motion seconded and passed 6-0

South Shore Vo-Tech

Tom Hickey, Vo-Tech Superintendent, and Bob Molla, Vo-Tech Board member for Norwell, presented to the AB. The South Shore Vocational School District receives tuitions from 8 in-district communities, including Norwell, and 8 other out-of-district communities. A complex Chapter 70 State Aid formula determines member town contributions based on a number of factors, including ability to pay. Norwell currently has 18 students enrolled at the Vocational School. Norwell's in-district assessment for FY20 is \$315,566, an increase of 14.19% on FY19. The AB proposed deferring a vote on this budget until a later date.

Motion made to defer vote on South Shore Regional Vocational School budget.

Motion seconded and passed and 6-0

Matters Not Anticipated by the board - None

FUTURE MEETINGS:

March 12th

March 14th

March 19th

Adjourn - Motion made to Adjourn. *Seconded and passed 6-0*

A handwritten signature in black ink, appearing to read "Susan Powell", written over a horizontal line.

Susan Powell, Chair

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