

WAYLAND PUBLIC SCHOOLS

Wayland, Massachusetts 01778

Finance Subcommittee Meeting (School Committee)
Wayland Town Building – School Committee Room

Friday – 9:00 A.M.
November 14, 2014

AGENDA - Revised

Est. Time
9:00 A.M.

1. **Comments & Written Statements from the Public**
2. **Fiscal Year 2015 and Fiscal Year 2016 Financial Information**
 - (a) Review Proposed Payment to Shawmut for Replacement of High School Pavers
 - (b) Discuss with Facilities Director Possible Options for Conducting an Assessment of the Elementary School Buildings
 - (c) Discuss with Facilities Director Scope of Work and other Pertinent Documents related to Cost/Benefit Analysis of Outsourcing Custodial Services
 - (d) Review FY15 Staff Deployment Report
 - (e) Discuss Preliminary FY16 Operating Needs, including Format and Type of Information to Include in Budget Document
3. **Revolving Accounts and Grants**
 - (a) Review Cost Structure for Food Service Program, including Payment of FY14 and FY15 Fringe Benefits
 - (b) Receive Update regarding FY14 Fringe Benefits Transfers Made by Revolving Accounts
 - (c) Discuss Process for Assessing Appropriate Fringe Benefit Costs to Certain Fee-Based Funds
 - (d) Review Revised Draft Policy for Fee-Based Funds
 - (e) Continue to Discuss Possible Uses of Surplus Funds for Certain Fee-Based Funds
 - (f) Continue to Discuss Process for Identifying OPEB Eligible Staff Paid through School Revolving Accounts and Grants
4. **Review of Follow-up Information from Prior Finance Subcommittee Meetings**
 - (a) Summary of FY15 year to date staff exchange
 - (b) Transcript Information, such as percentage of time allocated to transcript process and specific Town account used for receipt of transcript funds
 - (c) Administration feedback on FY16 capital request for phone upgrade at elementary and middle schools
 - (d) FY14 financial information from school support organizations
5. **Administrative Matters**
 - (a) Discuss Process for Taking Minutes for Finance Subcommittee Meetings
6. **Consent Agenda**
 - (a) Approval of September 12, 2014, October 2, 2014 and October 24, 2014 Finance Subcommittee Minutes
 - (b) Approval of Accounts Payables & Payroll Warrants
7. **Future Agenda Topics**
8. **Comments from the Public**
9. **Adjournment**

11:30 A.M.

“The listing of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. 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.”