MEMO

Shawsheen Valley Technical High School

TO: Town Clerks
    Bedford
    Billerica
    Burlington
    Tewksbury
    Wilmington

FROM: Karen Faiola

DATE: January 31, 2019

SUBJECT: BUDGET SUBCOMMITTEE MEETING

There will be a meeting of the Budget Subcommittee of the Shawsheen Valley Regional Vocational/Technical School District Committee on Tuesday, February 5, 2019. The meeting will be held in the John P. Miller Conference Room at Shawsheen Valley Technical High School, 100 Cook Street, Billerica, Massachusetts and will be called to order at 4:30 p.m. with the following agenda:

- Approval of Budget Subcommittee Minutes of January 9, 2019;
- Review of budget proposals.
SHAWSENE VALLEY REGIONAL VOCATIONAL/TECHNICAL SCHOOL DISTRICT

Budget Subcommittee Meeting Minutes February 5, 2019

The Budget Subcommittee meeting was called to order by Subcommittee Chair Mr. McIntyre at 4:53 p.m. with the following members present: Mrs. Meuse and Mr. Gillis. Mrs. Puccia arrived after the start of the meeting. Also in attendance were Superintendent-Director Broadrick, Ms. Melanie Hagman, Assistant Superintendent-Director/Business Manager, Mr. David Norkiewicz, Director of Vocational/Technical Programs, and Mr. John Bagni, Shawsheen Teachers Association President.

Motion made by Mrs. Meuse, seconded by Mr. McIntyre, to table the Minutes of the Budget Subcommittee meeting of January 9, 2019, in order to be amended. Motion carried unanimously.

Discussions turned to the FY20 Operating Budget. Superintendent-Director Broadrick outlined his proposals for the FY20 Operating Budget, giving the Subcommittee areas in which the District can realize savings, with the largest area in fixed costs. Superintendent Broadrick also reported to the Subcommittee his preliminary numbers for the anticipated assessments to each of the five member towns, based on enrollment.

Ms. Melanie Hagman, Assistant Superintendent-Director/Business Manager answered Subcommittee member questions related to transportation costs and other fixed cost line-items.

Motion made by Mrs. Meuse, seconded by Mrs. Puccia, to recommend approval of the FY20 Operating Budget by the full Committee at its Public Hearing scheduled for February 26, 2019.

Motion made by Mr. Gillis, seconded by Mrs. Meuse, to adjourn at 5:28 p.m.

Respectfully submitted,

Glenn McIntyre
Chairman, Budget Subcommittee

Karen Faiola
Recording Secretary