

# GARDNER PUBLIC SCHOOLS

70 Waterford Street  
Gardner, MA 01440

Finance Sub-Committee Meeting  
Monday, January 11<sup>th</sup>, 2021  
Zoom meeting at 2:30pm

## Minutes

Members Present: Mr. LaFreniere (Chair), Ms. Pelavin (zoom), Mr. Swartz

Members Absent: None

Others Present: Ms. Yu (Business Administrator); Mr. Anderson (Facilities Director)

The meeting was called to order at 2:35pm by Mr. LaFreniere, the Chair.

Approval of the meeting minutes for December 15<sup>th</sup>, 2020

Ms. Pelavin motioned and Mr. Swartz seconded, and the meeting minutes was approved unanimously.

The Committee went over the Finance packet for the month of December. Ms. Pelavin had a question regarding the copier lease line. Ms. Yu will look into it and get back to the Sub Committee. Mr. Swartz raised a question on the district insurance line about the remaining balance. Ms. Yu will follow up with the City Treasurer's office to make sure the MIAA insurance will be processed and hit the account. The Sub Committee also has some suggestions on the format of the spreadsheets and adding some explanations to the grants and resolving accounts. Ms. Yu will make sure to update the packet for the future meetings accordingly.

There are still constant changes on Transportation, both for regular Ed and for Special Ed. NRT has been working closely with us to resolve all the issues. Recently with the School Committee's approval, NRT has helped with adding about 30 Middle School students to the bus list when capacity allows. Food services staff have worked very hard to boost participation of the breakfast and lunch programs. They will keep the High School pick up and meal van delivery services.

There is one donation of \$100 to the Gardner High School Food Pantry. Mr. Swartz motioned and Ms. Pelavin seconded to send this donation to the School Committee for approval to accept.

The Sub Committee went over the FY22 Budget Development timeline and revised one meeting date with the Principals and Directors. Ms. Yu will email the revised version to the budget related parties.

There is a brief discussion on Community Health Connection using the Prospect St. School building for COVID testing. The cost related to using the building will be FEMA reimbursable.

The next FinCom meeting will be held on Monday, February 1<sup>st</sup>, 2021 at 12:30pm.

Adjournment

Ms. Pelavin made a motion, seconded by Mr. Swartz to adjourn. The motion passed unanimously. The meeting adjourned at 3:21pm.