

New Bedford Public Schools
Paul Rodrigues Administration Building
455 County Street, Room 224
New Bedford, MA 02740
Also remote via NBPS website

Finance Subcommittee Meeting
April 8, 2021
6:00 – 7:30 PM

Present: Mr. Bruce Oliveira, Mr. Joshua Amaral, Mr. Joaquim “Jack” Livramento, Ms. Colleen Dawicki (via Zoom)

Also in attendance: Mr. Andrew O’Leary, Ms. Rachel-Bento-Cunha (via Zoom), Ms. Theresa Cormier (via Zoom)
Absent: Mr. Thomas Anderson, Ms. Karen Treadup

The meeting commenced at 6:00 PM.

Minutes from the February 2021 meeting were reviewed. Voted unanimously on a motion by Mr. Oliveira to approve the Transfers and seconded by Ms. Dawicki. Minutes from the March 2021 were not reviewed.

Mr. O’Leary presented and discussed the March 2021 Finance Reports. He compared the available budget percentage with last year’s. He noted that both the schools and departments are spending down well, and we are currently putting in transfers and closing out. Moreover, he indicated that health insurance has been accounted for.

Mr. Oliveira suggested putting a reserve account in place for volatile expenditures. Mr. O’Leary explained that the ESSER Grant is serving as our reserve at present, to be used for health insurance if necessary. He also mentioned we could improve the health insurance report to reflect how health care/the reserve works and add it as another page to the Budget Book. Mr. O’Leary advised that the health insurance surplus is going to pay back the ESSER Grant and we will move into FY22 with ESSER being fully loaded to establish a well-funded, multi-year plan. He explained that we are awaiting guidance from DESE for ESSER any restrictions. Mr. O’Leary explained we are using grants as a vessel to carry funds forward, such as with salaries, as a legitimate and effective strategy that we are implementing.

Mr. O’Leary presented and discussed the March 2021 Transfers. Ms. Dawicki inquired about the multiple transfers regarding dictionaries for Grade 3 students and Mr. O’Leary responded that the purchase was per Superintendent Anderson and that we were able to procure at a low cost. Voted unanimously on a motion by Mr. Oliveira to approve the Transfers and seconded by Ms. Dawicki.

Mr. O’Leary discussed projected school furniture projects to come, as well as those currently underway, including Campbell, Hathaway, and Swift Schools.

Mr. O’Leary presented and discussed the March 2021 Fiscal Reports, including the Pacheco School baseball field. He also noted that the FY21 grants percentage spent and encumbered is at a good number and that spenddown is going well.

Mr. Oliveira inquired as to purchasing new chairs for the School Committee meetings to replace the current aged ones. Mr. O’Leary responded that the Finance & Operations office would procure them. Mr. O’Leary also discussed scholarships in terms of the need to promote them more at New Bedford High School and on the NBPS website so that prospective students may inquire and be more inclined to choose to enroll at NBHS.

Mr. O’Leary presented the Excess Surplus Property Report for February 2021 and March 2021 (Transportation).

Mr. O’Leary presented and discussed Bus Contract Option Renewal.

Donation Acceptance Request Forms were reviewed. Mr. O’Leary noted there was nothing controversial. Voted unanimously on a motion by Mr. Oliveira to approve the Donation Requests and seconded by Ms. Dawicki. Mr. Amaral inquired if acknowledgements are sent to the donors after approvals and Mr. O’Leary indicated that they are.

Mr. O’Leary presented and discussed the Balance Out Accounts Memorandum. Mr. O’Leary explained that we ask the School Committee to monitor and approve the Transfers at the closing of the year as it is a fast-paced process.

¹ The **Open Meeting Law** requires public bodies to create and approve minutes in a timely manner. A “timely manner” is considered to be within the next three public body meetings or 30 days from the date of the meeting, whichever is later, unless the public body can show good cause for further delay

Mr. O’Leary presented and discussed the Food Service Capital Projects that are ongoing at NBHS. He indicated that the Food Service budget has always been a basic cost-reimbursement revolving fund, but new programs were implemented, and additional staff were hired, so next year we would like to treat it not as a revolver but a true budget to be presented to the School Committee. He also mentioned projected school kitchen renovation projects, as well as the Central Kitchen building project potentially to be located at a North Street property site. Mr. Oliveira and Mr. Amaral suggested other potential sites.

Mr. O’Leary discussed the FY22 Draft Budget. He presented the FY22 Draft Budget Book, going over the parts regarding policy information, budget process, foundation budget, enrollment, ESSER summary, salary building,

Mr. O’Leary presented and discussed the Net School Spending Update.

Mr. O’Leary presented and discussed Vehicle Purchase.

Voted unanimously on a motion by Mr. Oliveira and seconded by Mr. Amaral to adjourn.

The meeting adjourned at 7:30 PM.



Andrew B. O’Leary
Assistant Superintendent of Finance & Operations

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