

**Norfolk Public Schools
Budget Sub-Committee Meeting
Freeman Kennedy School
Superintendent's Conference Room
Wednesday, Dec. 18th, 2013
9:00 p.m.**

Minutes

Meeting began at 9:00 p.m.

Present: Shawn Dooley, (School Committee Chair), Mark Flaherty (School Committee), Kelly Peterson (School Committee), Dr. Ingrid Allardi (Superintendent), Roxanne Verdeaux (Human Resource Director), Donna Chisholm (Assistant Business Manager), Todd Hassett (Business Consultant)

Discussed process and timelines for the development of the expense budget. A preliminary draft will be available for the next budget sub-committee meeting. In addition, Mr. Hassett reviewed the anticipated costs of steps and lane changes and provided the committee with information regarding the potential cost of each 1% COLA in order to prepare for contract negotiations. Dr. Allardi reviewed with the committee the top three priorities for additional staffing for the 2014-2015 budget year. A prioritized list of all staffing requests will be prepared for the next budget meeting. In addition, Mr. Dooley requested a list of possible savings/ reductions be prepared. Mr. Hassett also reviewed the estimated costs for replacement of the sprinkler system at HOD and sought the Committee's support for moving forward with preparing an RFP for the project, pending funding.

Meeting ended at 10:00 p.m.