

Finance Subcommittee
2/22/24
Minutes

Attendees:

Jeanne Downs, Chair
Erin Mueller (via Zoom)
Susan Bottan, Director of Finance and Operations

Also Attending:

Katherine Brenna, Director of Recreation (*arrived at 11:42 am*)
Pat Keefe, Director of Wayland School Community Programs

Call To Order

Jeanne Downs called the meeting to order at 11:41 am. She noted that Erin Mueller is attending the meeting remotely and that the meeting is being recorded.

Public Comment

There was no public comment.

Discussion of After School Programming Including BASE

Pat Keefe presented uses for the current balance in BASE funds including a new security system at all sites with a Wifi extension to the playgrounds, walkie talkies, new storage sheds, and paying back the benefit monies that the town covered for BASE during COVID.

A discussion ensued about expanding BASE. Pat noted that there are approximately 80 students physically at each site every day with approximately 95 registered per site. The hinderance to increasing the number of students at each site is staffing limitations. Ideally the student to staff ratio should be between 9:1 to 11:1 and currently the ratio is closer to 11:1 to 13:1. Additionally, BASE is space constrained as the program is only able to use the common spaces at each school. Pat will be proposing close to a 20% wage increase for BASE staff to attract additional staff noting that the increase is sustainable.

Katherine and Pat spoke about the additional after school programming offered to families. Enrichment programs located at the schools have been increased. Additionally, the new RecPass program offered through the Recreation Department has added increased capacity. However, Katherine noted that the demand has not been what it was thought it would be. Monday and Tuesday Rec Pass slots are sold out, Wednesday is well attended, and Thursday and Friday slots are below 50% capacity. The YMCA's Camp Chickami is also a new option for after school care exclusively for waitlisted BASE families and Longfellow continues to offer after school care. Both programs currently have openings.

Pat noted that this year BASE was able to offer spots to 80 new students and expects that 50 spots will open to new students next year. The BASE lottery will take place in March.

Outsourcing BASE was discussed including licensure requirements, space constraints, staff pay, and quality control. Currently Sudbury outsources their after school care. It would be a big change for Wayland. Katherine noted that what Wayland has now is really a hybrid program.

Next steps were discussed. Susan will work with Pat and Katherine to put together a one page presentation with the relevant statistics including lottery results and the use of the three other programs for the School Committee's March 27th meeting.

Review of FY24 Q2 Results

Susan discussed the Q2 draft results noting that she plans to review the report again before presenting it to the School Committee. She noted that Out of District costs have been trending higher since Q1 and the district will need to use the \$150K in the SpEd Reserve Fund to meet this year's budget. The Q2 report shows a balance of \$15K at the end of the year.

Susan will send a draft of the Q2 report to both the Finance Committee and School Committee pending Jeanne's discussion with Erin Gibbons.

Approval of Minutes

The 12/6/23 minutes were passed over. Upon a motion made by Erin Mueller and seconded by Jeanne Downs, the subcommittee voted unanimously (2-0) to approve the December 20, 2023 minutes as written. A roll call vote was taken as follows:

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Jeanne Downs, Chair	X	
Erin Mueller	X	

Adjournment

Upon a motion made by Jeanne Downs, seconded by Erin Mueller, the subcommittee voted unanimously (2-0) to adjourn at 12:58 pm. A roll call vote was taken as follows:

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Jeanne Downs, Chair	X	
Erin Mueller	X	

Respectfully Submitted,

Jeanne Downs

Corresponding Documents:
December 20, 2023 Draft Minutes