

Greenfield School Committee
Budget, Finance & Warrant Sub-Committee
Meeting Minutes
July 28, 2026

1. Call to Order:

The meeting was called to order at 10:54 a.m., following some extensive technical difficulties

AC read the Chair Statement relative to meeting recordings.

2. Roll Call of Members:

Present: Ann Childs, Chair (AC), Melodie Goodwin (MG), M. McKenzie Webb (MW)

Also present: Carol Kruser, Superintendent of Schools (CK), Andy Paquette, Business Manager (AP)

3. Public Comment:

There were no members of the public present for comment at this time.

AC confirmed this meeting/agenda was posted on the City website, in the event there were issues if anyone was just looking on the school site.

4. Approval of June 29, 2026 draft sub-committee minutes:

On a motion by MG, 2nd by MW, the minutes were approved as presented. The vote was unanimous.

5. Discussion of the budget calendar and fiscal year plan:

The following items/changes to last year's budget calendar were discussed:

- The City Charter was changed, resulting in a change to the Mayor's deadline for submitting her budget to the City Council, which is now April 22
- In January last year, we received the budget development update from the superintendent and discussed Chapter 70 – Being the Governor's statewide budget is released on January 27, it now warrants a February meeting this coming year
- As a result of the shift in the Mayor's deadline for budget submission to April 22, the following budget dates have been established:
 - March 3, 2027 – FY28 budget publication in the paper
 - March 10, 2027 – School Committee FY28 budget presentation at regular meeting
 - March 15, 2027 – Public Hearing on FY28 budget
 - March 24, 2027 – Vote on FY28 budget by the full School Committee
 - March 29, 2027 – Back-up date for vote on FY28 budget by full School Committee
 - April 1, 2027 – School Committee submission of FY28 budget to the Mayor
- We will begin looking at budget books from other districts to come up with a format that works best for us, and also come up with a sub-committee budget book goal for this year
- September 1 – Develop budget implementation
- Meet with PTOs, etc., in September/October/November to obtain budget input
- December/January – Discuss FY28 budget priorities
- Fall FY27 - Post-mortem review of FY27 calendar to determine where we stand after the school year

This sub-committee will present their process goal (quarterly check-in) to improve the way that we implement, document, and quality check DBD to the full School Committee.

On a motion by MG, 2nd by MW, this sub-committee approved the budget calendar as edited. The vote was unanimous.

AC also noted the additional sub-committee goal to be presented to the full School Committee would be the budget book format update. A template will be established in the fall.

On a motion by MG, 2nd by MW, the sub-committee voted to present the two aforementioned goals for this calendar year to the full School Committee. The vote was unanimous.

6. Discussion of cost verses benefit of a grant writer:

Upon discussion, it was determined that we believe we have the capacity to handle what is available and beneficial to us right now, so we would have difficulty finding an adequate grant writer as we are not certain we would have enough work to provide for that position. Per our cost-analysis benefit, the cost is more than the benefit at this time, based on our current capacity. We can revisit this again, should our needs change.

7. Ideas for future discussion topics:

The following topics were suggested for future discussion:

- Strategic coordination of donations
- August quarterly priority check-in
- Budget book discussion
- DBD outreach discussion
- Stipend information

8. Adjournment:

On a motion by MW, 2nd by MG, the meeting adjourned at 11:59 a.m. The vote was unanimous.

Approved: