



April 12, 2023

Good evening,

This update focuses solely on the FY24 budget as some possible impacts on the staffing and educational programming for our students.

I would like to provide a reminder of my process in developing the FY24 Superintendent's Budget.

Administrators and department heads were asked to communicate with staff to identify what their needs were for the upcoming academic year. We reviewed requests for items such as but not limited to:

- Classroom based instructional materials such as pencils, notebooks etc...
- Office materials such as copy paper, toner, file folders etc...
- Staffing through a review of current and anticipated enrollment in grade levels and courses (as known at that time)
- Usage for online instructional resources
- Trends in expenditures for materials, supplies, repairs, dues and other "administrative" costs
- Special education anticipated and known costs at that time
- Age and relevance of textbooks
- State of technology

Andy Paquette, Karin Patenaude and I met with each administrator to review the budget requests, prioritize and collaborate on ways to utilize district and grant funds to meet district needs and priorities.

I then presented the Superintendent's Budget to the School Committee for review and vote.

As we look at the need for budget reductions, I would also like to outline the process utilized.

- We created schedules for GMS and GHS using next year's expected enrollments to identify required sections and course selections
- We "rolled up" elementary classes and considered anticipated kindergarten to identify elementary classroom and special subjects teachers.
- We identified current and known special education needs including anticipated numbers in specialized programs and current staff schedules
- We reviewed again the trends for expenses and what we could prioritize for next year
- I instituted a budget freeze with the goal of not only ensuring we utilized this year's budget efficiently for FY23 expenses but to hopefully offset FY24 expenses though decreasing use of revolving funds this year.
- Reviewed the current use of all grant funds and expected use of grant funds in FY24
- Reviewed all open purchase orders to release funds not expected to be utilized this school year

In addition to all of these steps, I also met with all of the administrative team for their input into the potential ways we could address the expected budget deficit. I have also reviewed the proposed budget with GEA and shared the potential reductions with their President as well.

I met with all staff who hold positions on this list today to inform them their positions would be discussed. They deserve to hear directly from me about the potential impact on their positions. I also discussed potential next steps for each of them and my hope that each of them is able to remain with GPS in some capacity.



Superintendent's Report  
Greenfield School Committee Meeting

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The presented list are not recommendations – the administrative team does not recommend reductions to our instructional program and experiences for our students. However, I recognize the responsibility of the Superintendent to provide options for the School Committee's consideration that will have varying levels of impact.

I will have additional points for discussion during the meeting including the potential use of additional grant funds and both the positive and negative impacts of those decisions on not only FY24 but for future year.

Sincerely,

Christine DeBarge, Ed.D  
Superintendent