

## FFT Meeting

October 5, 2009

### Attendees:

Jeanne Stifelman – Chair

Tammy MacKay

Barbara Levison - alternate

Al Matos

Mike Neves – Business Administrator

6 members of the public – including representatives of the Randolph Education Foundation

- I. Randolph Education Foundation– Margaret Clarke and Claire Keller attended the meeting on behalf of the Randolph Education Foundation. Margaret reviewed the history of the Foundation and discussed their plans for re-invigorating and re-focusing the foundation’s mission to support the Randolph Public Schools. The foundation is a 501-c3 organization and Margaret explained that it could actually serve as an umbrella for organizations such as RAC and the PTA’s with the purpose of delivering a consistent message and ensuring that fundraising is direct and to minimize cannibalization. The President of the PTA Council was at the meeting and the President of RAC. They agreed to continue this discussion with Margaret outside of FFT. However, we decided that it would be worthwhile to form an advisory committee made up of representatives from the RAC, Music Boosters, PTA and co-curricular, along with the Foundation. A short term purpose of this committee would be to gain an understanding of the District’s budget, become part of the process and help deliver the message in the spring.
  - a. Next step- **Jeanne to work with Margaret about forming the Advisory Committee and setting up a meeting**
- II. We reviewed the progress of the FFT Priorities
- III. Finance

- a. The month end numbers were not available so we discussed that the committee should review the reports and motions and ask any questions prior to the BOE meeting
- b. Athletic Fee Implementation – It was reported that we have collected approximately \$44K which is on target for the budget. It was noted that the letter that was sent out by the VP of Athletics had target dates that were in some cases before the team rosters are finalized. **Mike to follow up with Ted to make changes to the dates to reflect the date team rosters are made.**
- c. **Insurance** – Mike advised RAC that the Proof of Insurance provided was sufficient.
- d. Facilities Usage Fee – to be discussed in Policy
- e. **Procedure Form for Donations and Fundraisers** – was discussed. Mike to review, make necessary changes and bring back to committee
- f. We discussed the necessity of having checks and balances between personnel motions and the budget. Mike explained the process to the committee and also explained that any issues where a motion is not in line with the budget that was been voted on by the BOE should be caught in payroll. Mike agreed that the process is not perfect but it is what we have given the central office staffing constraints.
- g. AFLAC – Mike explained the benefit that will be made available to the district employees.
- h. RAM Alerts – Mike discussed that the town has asked to be allowed to use RAM Alerts in the event of a catastrophe

#### IV. Facilities

- a. Track Renovation – Ribbon cutting ceremony – we discussed that the sign for Heritage bank was too small
- b. We have not received a Technology update from Thom – Mike is following up
- c. **High school Parking** – The high school increased the number of available parking spaces by 5% through not assigning specific parking spaces to students. This allowed them to account for absenteeism. There are 262 spaces and 275 parking permits have been assigned. There are no names on the wait list and they still have an average of 25-30 open

spaces a day. This is leading the administration to consider issuing additional permits in the second half of the year.

- d. **Shongum Walkers-** We discussed correspondences from one individual walker and discussions with others. Jeanne also reported that she had personally walked the paths at Shongum, CG and Fernbrook and found the Shongum Path to be in the best condition. Frank Wrede is scheduled to attend the next Shongum PTA meeting and then a letter will be issued to the concerned parent.

## V. **Transportation**

- a. **Safety Committee** – it was reported that four bus stop requests were reviewed by the committee, made up of the Director of Transportation, the Business Administrator, a Randolph Police Officer and a member of the FFT committee. Of the four requests, it was determined that only one should be addressed as it posed a potential safety hazard. It is important to note that there have been an increasing number of requests for changes of bus stops and bus routes in recent years. The Transportation Office and the Business office review such requests and accommodate those which can be accommodated without adding time to the route. Those requests that are determined to be due to safety concerns are reviewed and honored. The Randolph transportation department operates a four tiered bus service which allows the school to run a greater number of bus routes at a lower cost. However, timing is carefully considered and is critical to allowing the four tiered system to operate.