

DATE: July 9, 2020

TIME: 9:13 AM

Warrant Committee Report Working Group of the Warrant Committee

Minutes - March 6, 2019, Large Community Room, Chenery Middle School

Attending: Paul Rickter, John Alcock, Jenny Fallon, Mike Crowley, Lynn Read

Meeting called to order at 6:40 pm

1. Minutes of February 20, 2019 were approved unanimously.

2. Review of School Department section of Warrant Committee report

The working group reviewed the School Department section in the last four Warrant Committee reports. This section contains significant detail about this part of the town budget, but we noted that the specific details can vary from year to year. We agreed that the school section of the most recent WC report provided a good template that could be used each year. The coverage on enrollment trends, ELL and SPED, and funding sources, plus the conclusions and recommendations at the end of the section seemed very good and could be repeated each year and provide Town Meeting members with a consistent snapshot from year to year. Last year's report includes a section on enrollment trends in comparable communities and it seemed repetitive to include that section each year.

3. Review of past Warrant Committee reports (FY16 to FY18)

In addition to reviewing the School Department section of previous WC reports, we briefly looked at the other department sections of each of these reports for insights into improvements that could be done to these parts. The strongest impressions from this comparison were the advantage of a consistent format for each section and the reinforcement of our previously reached conclusion that the mission and services sections could be omitted to tighten up the report.

4. Next steps

Paul agreed to draft a set of recommendations in the form of a memo to the Warrant Committee. Once that memo has been sent, our work for the 2019 Warrant Committee report would be complete. We discussed the possibility of checking with Town Meeting members to get their feedback on the usability of the WC report.

Meeting adjourned 7:25 pm

Submitted by Paul Rickter