

## Newburyport School Committee Sub-Committee Meeting Notes

**Sub-Committee:** Finance

**Meeting Date:** January 28, 2008

**In Attendance:** Steve Cole, Nick deKanter, Dana Hooper

**Absent:**

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- **Central Office Structure and Performance Committee**

- ▶ The committee discussed the option of appointing a community-wide task force for the investigation of central office operations. One goal for the investigation is to affect the FY09 budget where necessary if a critical need is apparent. With the FY09 budget in progress, it was agreed that the subcommittee lead the analysis. Invitation, via open meeting will allow participation by additional community members.
- ▶ The committee determined a **Purpose** for the central office review:

*To Investigate Existing Administrative Structure and  
Performance and  
Recommend Steps to Improve Operations of the School District*
- ▶ We discussed the skill set needed to supplement the finance subcommittee efforts.
  - Community members with experience in Roles and Responsibilities
  - School Administration Experience
  - Community-At-Large: Active in Public Education
- ▶ Recommended size of the group to conduct the study
  - Total Committee = 7 (4 in addition to the finance subcommittee)
- ▶ Begin to draft to a Scope of Work. As we work to refine the Scope the timeframe and skill sets needed will become more clear.
  - **Monday, February 4<sup>th</sup> the subcommittee will meet again to discuss the Central Office study. Superintendent Conference Room 12:00 p.m.**
  - **Steve Cole was nominated and elected chair of the Finance Subcommittee**