

FRANKLIN COUNTY TECHNICAL SCHOOL

FINANCE SUBCOMMITTEE MEETING

AGENDA

Date: Wednesday, February 5, 2020

Location: Library Conference Room

Time: 5:00 P.M.

FINANCE SUBCOMMITTEE MEMBERS: A. George Day, Chair, Jeff Budine, Paul Doran, Angus Dunn

AGENDA

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| I. Call to Order | |
| II. Approve the minutes of December 4, 2019 | Vote |
| III. Fiscal Year 2021 Budget | Vote |
| IV. Review Business Procedures Manual | Discussion |
| Purchasing Procedures | |
| Expense Reimbursements | |
| Accounts Payable Procedures | |
| V. Balance Sheet for E&D certification | Vote |
| VI. Employee Financial Interest Disclosure Forms | Information |
| VII. Next Meeting Date | |
| VIII. Adjourn | |

The listing of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

cc: Richard J. Martin, Superintendent; Brian Spadafino, Principal; Russ Kaubris, Business Manager; Richard Kuklewicz, School Committee Chairman