

## **Southgate Community Schools**

### **Finance Committee**

#### **Meeting Minutes**

Meeting date: January 24, 2018

Location: Southgate School Board Office

Meeting was scheduled for 5:30 PM

Attendees: Jason Kupser, Darlene Pomponio, Theresa McLachlan, Leslie Chretien, Jill Pastor

- I. Call to Order - Meeting was called to order at 5:31 PM
- II. Old Business
  - a. Kupser asked if we could pick up on providing the graphs on the district website to show how the mileage money was being spent annually. McLachlan expressed the data was provided in the December 19 amended budget report on Google Docs. McLachlan stated that she will check to see where this information could go on the website. Item is still open.
- III. New Business
  - a. Pomponio asked that information be provided to the Finance Committee regarding substitute teachers costs and information. Item is still open. She asked for:
    - i. What was budget for substitute teachers?
    - ii. What was spent for substitute teachers?
    - iii. What is the substitute teachers fill rate?
    - iv. What are the reasons (and counts for reasons) for substitute teachers? (sick, personal development, school business...)
  - b. McLachlan reviewed the packet that was provided regarding the early retirement offering that was provided at the special Finance Committee meeting previously. The committee discussed the cyclicity of these types of offerings and the importance it being known that this won't be offered frequently. The committee also discussed the break even point necessary for the district to save money if the board chose to proceed and that the language in the motion be accommodating to the board to be able to pull back the offer if it is not financially beneficial for the district. The committee also discussed risks in making this decision which included: further student reductions that could cause teacher layoffs; inability to backfill with teachers with a Masters step 5 or less; Beacon teachers are not paid for from the general fund and therefore retirements from that school do not help in savings toward the general fund. Item was closed.
  - c. Kupser asked for a discussion about the districts 5-year financial plan. McLachlan and Pastor provided a copy of the district's 5-year plan. Kupser

explained that was not what he was looking for. After further description, it was understood that it was the FINACIAL 5-year plan he was requesting. McLachlan expressed that it is difficult to forecast that far into the future what revenues there will be. The committee agreed that it was reasonable to try to set up some level of expectations of expenses that can be layered into the districts 5-year plan. The committee agreed that this would be an ongoing conversation in the committee.

This item is still open.

IV. Adjourned meeting at 7:09PM