

**BARRE TOWN MIDDLE AND ELEMENTARY SCHOOL
FINANCE COMMITTEE MEETING**

Barre Town Middle and Elementary School Library

October 5, 2016 – 5:00 pm

Minutes

*****Minutes are draft minutes and are not official until approved by the Committee*****

BOARD MEMBERS PRESENT:

Chad Allen, Chair, Barre Town Middle & Elementary School
Brenda Buzzell, Barre Town Middle & Elementary School
Brent Tewksbury, Barre Town Middle & Elementary School
Kristin McCarthy, Barre Town Middle & Elementary School
Jay Paterson, Barre Town Middle & Elementary School

ADMINISTRATORS PRESENT:

John Pandolfo, Superintendent
Scott Griggs, Middle School Principal
Jennifer Nye, Elementary School Principal
Julia Pritchard, Special Education Director
Lisa Perrault, BSU Business Manager

COMMITTEE MEMBERS ABSENT:

None

GUESTS:

None

1. Call to Order

The Wednesday October 5, 2016, Finance Committee was called to order at 5:10 pm. The meeting was held in the Conference Room upstairs at the Barre Town Middle & Elementary School.

2. Additions/Deletions to Agenda

Added FY16 Budget update to Item 4A.

No additional agenda items were suggested for the future although it was suggested that we focus on the development of the FY18 Budget.

3. Administration

Mrs. Buzzell made a motion to accept the meeting minutes of the June 1, 2016 Finance Committee Meeting as submitted. Motion was seconded by Mr. Tewksbury and unanimously approved by the Board.

4A. FY 16 Budget Update

FY16 currently has a \$339k surplus due to \$166k in “greater than anticipated” revenue from Special Ed reimbursements and \$60k in bus grant reimbursements.

Other contributing factors include, but are not limited to, the following;

- Savings from vacancies (i.e., middle school math lab, tech integrationist)
- Unemployment insurance savings of ~50k
- Didn’t need to utilize the line item for tuition for alternative education placement
- Reduced expenses relative to educational supplies

4B. FY 17 Budget – Current Year

Current budget year impacts were discussed. Among items that will impact the current year budget are the following items;

A new student who will require outside placement

A net gain of two (2) unexpected outside placements resulting in a potential budgetary increase of \$110k. [There are currently 6 outside placements at BTMES.

Mrs. Pritchard provided a reminder of the Special Ed reimbursement rates; for the first \$50K that we spend per student we receive compensation for %56 of the costs. We are reimbursed at a rate of 90% for those educational costs that exceed \$50k, per student.

Kindergarten attendance has increased, we are now at 83 students. Line 33 is for the additional Kindergarten teacher.

Budget Risk: Affordable Care Act: This act applies to employees working > 30 hours per week. [Note: Employees are considered full time if they work > 30 hours per week.] This act requires BTMES to offer insurance to employees who meet this criteria. In the past BTMES has not provided any monies to staff who weren’t considered full-time, such as substitutes who work 30 or more hours a week.

The magnitude of this risk is not yet known but it is one that will need to be tracked in future Finance Committee Meetings. Expenditures under this Act are anticipated to be captured under Line 39 – Group Health Insurance.

Mrs. Nye pointed out three (3) budget areas to monitor in future meetings, they are:

- Line 177 – custodian salaries...current projection is a 103k deficit, and

- Lines 186 – Facility Solar Mgmt and 199 Electricity: Line 186 is at -99.5k while line 199 has a surplus of 104k. These line items reflect power usage at BTMES and are anticipated to cancel each other out.
- Line 204 – bus driver wages with a projected deficit of -198k.

It is still too early to confidently predict any shortages or surpluses, however, the recent expenditures and anticipated encumbrances are predicting a surplus of \$94.6k.

5. FY 18 Budget – Under Development

Administrators are working on the FY18 budget and will provide a draft version at the next Finance Committee Meeting.

The Administration provided insight into possible recommendations / changes to the FY17 Budget funding levels, such as the following;

- Addition of a Math Lab professional to maintain the K-6 math intervention model (anticipated cost \$65k),
- BTMES portion of Curriculum Specialists funded beyond the Title IIA grant (\$20k),
- School Resource Officer (\$15k for 3 years assuming the award of a 3 year grant to cover the remaining expenses totaling approximately \$65k)
- Gen. Ed para-educator to cover recess/bus duties as well as assistance in the classroom (\$30k)

Professional Development: Responsive Classroom and Developmental Design (30k)

Mrs. McCarthy questioned whether or not we want to consider bussing students to extra-curricular activities/games and if so how much would this cost? This question was tabled for discussion and is anticipated to be reviewed during upcoming budget development discussions.

6. Next Meeting Dates

The next Finance Committee Meeting will be held on November 16, 2016 from 5:00 pm to 6:30 pm in the upstairs Conference Room at BTMES.

7. Other Business

No other business was discussed.

8. Adjournment

The Board adjourned at 6:02 pm for the regularly scheduled BTMES School Board Meeting.

Respectfully submitted,

Chad A. Allen, Chair – Finance Committee, Barre Town School Board