

# BTMES FINANCE COMMITTEE MEETING

September 2, 2015

\*\*\*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

## ADMINISTRATORS PRESENT:

John Pandolfo, Superintendent  
Tim Crowley, Middle School Principal  
Jennifer Nye, Elementary School Principal  
Julia Pritchard, Special Services Director  
Erica Pearson, Vice Principal  
Lisa Perreault, Business Manager  
Grant Fleming, Maintenance & Facilities Director  
Terrie Murray, Transportation Coordinator

## VISITORS:

Patricia MacAskill

### 1. Call to Order

The Chair, Chad Allen, called the Wednesday September 2, 2015, Finance Committee to order at 5:03 pm. The meeting was held in the Conference Room upstairs at BTMES.

### 2. Additions/Deletions to Agenda

There were no additions nor deletions to the agenda.

### 3. Administration

The acceptance of the May 20, 2015 Finance Committee meeting minutes were tabled until the next board meeting.

The FY15 budget will be considered final after the upcoming audit has been performed, however, no new expenditures are anticipated.

The amount of the Fund Balance dated 06/30/2014 is \$146,646 with \$41,713 applied to the FY 15 Budget and \$104,933 being applied to the current (FY16) budget.

There is \$302,369.40 in the Capital Fund Balance line item which is the contingency account for roof repairs. Each year tax payers vote on whether or not to place \$25,000 in to this fund. This is a wise investment as these funds can be used to defray the cost of an expensive rehabilitation project, if and when necessary.

Lisa provided an update and overview of the status of the FY15 budget (School year 2014-2015). We have an operating surplus of \$272,650. As discussed in past committee and board meetings most of this surplus will be used to purchase three (3) new school busses. The slide presentation is attached for informational purpose, the presentation is under development and more information will be updated to the slide deck it becomes available.

Next Finance Committee Meeting is scheduled for October 21, 2015 **immediately following the regularly scheduled Board Meeting.**

#### **4. SU Budget Discussion**

John Pandolfo provided a brief overview of the SU Budget Development schedule. State legislation is now requiring that Transportation and Special Services costs are shown in the SU budget. There was significant discussion on how those costs are going to be represented in both the SU budget and the BTMES budget. The Committee would like more detail and description to be as transparent as possible.

The personnel performing the transportation and special services are anticipated to come under the direct supervision of the SU. Their costs and expected revenue must then be filtered through the SU and back to the various school board budgets. These changes are necessitating changes in how the SU develops their budget.

Lisa will be reviewing the needs of each board and proposing a "standard template" that will work for each School Board and will be used to inform the SU Budget Development Process.

Lisa provided an interactive presentation to the Committee on the Budget Goals of the SU Budget Development process. Committee members provided input on goals, components and general areas that may impact the BTMES budget.

A general question was raised;

Given the upcoming changes in the SU Budget Development Process, should there be an SU Budget Committee? If so, who should serve on this Committee; Finance Committee Chairs, or SU Board Members?

No determination was made and it is anticipated that this will be a point of future discussion at upcoming SU and local School Board meetings.

It was not necessary to ratify the proposed SU Budget Development Schedule.

#### **5. Facilities & Transportation Budget Impacts FY17 and beyond.**

Grant came prepared to discuss facility needs but the Committee ran out of time and asked him to come to the full Board Meeting after the Finance Committee to discuss summer maintenance and future maintenance activities.

#### **6. FY15-16 Budget**

This topic was tabled until the next meeting.

**7. Future Agenda Items**

The impact of universal Pre-K (Act 166) on the BTMES FY17 Budget (Sandra Cameron to provide information and insight)

**8. Other Business**

None

**9. 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*

DRAFT - PENDING APPROVAL