

**SPAULDING HIGH SCHOOL
FINANCE COMMITTEE MEETING**
Spaulding High School Library
November 28, 2018 - 4:00 p.m.

MINUTES

COMMITTEE MEMBERS PRESENT:

Paul Malone - Chair
Penny Chamberlin, Director Central Vermont Career Center
Lisa Perrault, Business Manager
Brenda Waterhouse, Principal

COMMITTEE MEMBERS ABSENT:

Tim Boltin
David LaCroix

ADMINISTRATORS PRESENT:

GUESTS PRESENT:

1. Call to Order

The Chair, Mr. Malone, called the Wednesday, November 28, 2018, Finance Committee meeting to order at 4:00 p.m., which was held at the Spaulding High School Library.

2. Additions and/or Deletions to the Agenda

None.

3. Approval of Minutes – September 26, 2018 Finance Committee Meeting

On a motion by Ms. Chamberlin, seconded by Mrs. Waterhouse, the Committee unanimously voted to approve the Minutes of the September 26, 2018 Finance Committee meeting.

4. FY19 Budget Update

Six reports were distributed; the SHS and CVCC FY Expenditures/Year-end Projection Reports, the SHS and CVCC Expenditure Summary Reports, and the SHS and CVCC Revenue Summary Reports.

SHS has a projected unaudited surplus of \$8,755. Mrs. Perreault advised that it is early in the year and the figures are very conservative at this time. Mrs. Waterhouse advised that there are a number of 'wild cards' outstanding, including positions that have not been filled yet (a clerical position and a math interventionist), and unanticipated SPED expenses for State placed students (totaling approximately \$900,000).

CVCC has a projected unaudited surplus of \$29,786. Three additional reports were distributed; CVCC Announced Tuition Rates, FY19 CVCC Projected Tuition, and CVCC FTE Count (with headcount) FINAL (State of Vermont FTE 10/15/15 – 03/15/18).

5. FY20 Budget Development

Four documents were distributed; 'FY20 Barre Unified Union School District Budget Considerations (11/28/18)', the SHS FY20 Budget Draft 2 (11/28/18), the BSU FY20 Budget Draft 2 (11/27/18), and a printed copy of the Power Point presentation 'FY20 BUDGETS-DRAFT 1 (11/27/18)'.

Mrs. Perreault provided an overview of the Budget Considerations document advising that the total fund balance difference between BCEMS and BTMES is approximately \$67,000 (as of 06/30/18). Ms. Chamberlin advised of her belief that the CVCC Fund Balance does not roll into the BSU overall Fund Balance. Mr. Malone requested information on the appraised values of the properties (BCEMS and BTMES). Mrs. Perreault will provide this information to Mr. Malone. Mrs. Perreault provided an overview of the proposed reductions/increases to the SHS and CVCC budgets; SHS – a reduction in contracted services and savings relating to the relocation of the Phoenix Program. Increases include the addition of 1 FTE Science teacher, 1 FTE teacher (not specified), the addition of 1 FTE Clerical Support Para-educator, an increase for transportation (Work-Based Learning and other transportation), and unknown increases for salaries and a possible increase in tuition to CVCC. Draft 1 of the SHS budget reflects an increase of 5.45%.

Considerations for CVCC include an increase to the Substitute line, the addition of a Digital Media II Program, increased funding for the Medical Professionals Program, and increasing the Co-op position from .20 FTE to 1 FTE. Draft 1 of the CVCC budget reflects an increase of 6.86%.

Discussion was held regarding increases to the SPED budget, including phased-in changes to the reimbursement formula. SPED is currently budgeted at the SU level. Mr. Malone is concerned over ongoing deficits in SPED. Mr. Malone would like the Committee to look into budgeting SPED differently, so that budgets more accurately reflect anticipated expenses.

Brief discussion was held regarding the Barre Unified Union School District Budget Draft 1. Mrs. Perreault advised that she will be presenting the BUUSD Budget Draft 1 to each of the Boards at their December meetings. It was noted that under the consolidated budget, some line items will be identified based on location (BCEMS, BTMES, SHS, and BSU).

6. Other Business

None.

7. Items to be Placed on Future Agendas

FY19 Budget Update

FY20 Budget Development

8. Next Meeting Date

The next meeting is Wednesday, January 2, 2019 at 4:00 p.m. in the SHS Library.

9. Adjournment

On a motion by Ms. Chamberlin, seconded by Mrs. Waterhouse, the Committee unanimously voted to adjourn at 5:12 p.m.

Respectfully submitted,

Andrea Poulin