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| Beaufort County School District Finance Committee | | March 14, 2019 Location: District Office/Executive Conference Room | 5:00 pm |
| Members present | JoAnn Orischak(Chair), Richard Geier, Rachel Wisnefski | | |
| Others present | David Striebinger, Earl Campbell, Will Smith, John Dowling, Tonya Crosby, Robyn Cushingberry, Melissa Hibbs, Community members, Richard and Fran Bisi, and Mike Gleason | | |
| Call to Order | Mrs. JoAnn Orischak called the meeting to order at 5:03pm followed by the pledge of allegiance. | | |
| Approval of Agenda | Dr. Rachel Wisnefski made the motion to approve the agenda. Colonel Richard Geier made the motion to add a brief discussion on the RFP Audit Committee to the agenda. The motion was seconded by Dr. Rachel Wisnefski. The motion to approve the agenda was passed 3-0. | | |
| Public Comment | <ul style="list-style-type: none"> Richard Bisi, of Hilton Head Island, talked about Leader in Me Program Mike Gleason, of Hilton Head Island, talked about not creating conflicts of interest in RFP bidding | | |
| Agenda topic | RFP for Audit Firm | | |
| | <p>Discussion was held about RFP</p> <ul style="list-style-type: none"> Bid for RFP only had two applicants-one of these did not meet criteria Discussed the need to rebid to increase competition-would like at least three qualified applicants Colonel. Geier expressed concern that audit should begin in May and that rebidding now would not allow the audit to be completed in a timely manner Mrs. Orischak explained several reasons for the delay including holidays, transition from former Finance Committee to reformed Finance Committee, and acclimating new Board members to the committee Discussed the option of extending the current accounting firm's contract by one year as is outlined in the original contract When asked, Mrs. Crosby concurred that cancelling the current RFP and extending the accounting firm's contract by one year was in the best interest of the District now. <p>Colonel Geier made the following motion; "I move the Finance Committee recommend to the full Board a motion to hire the existing Audit Firm for one year and begin the RFP process in the fall of 2019". The motion was seconded by Dr. Rachel Wisnefski. The motion passed 3/0.</p> <p>Dr. Rachel Wisnefski made the following motion; "I move the Finance Committee recommend to the full Board a motion to cancel the current FRP for auditing services". The motion was seconded by Colonel Geier. The motion passed 3/0.</p> | | |
| Approval of Minutes | Approval of February 14, 2019 Minutes | | |
| | Colonel Geier made the motion to approve the minutes from the February14, 2019 meeting. The motion was seconded by Dr. Wisnefski. The motion passed 3/0. | | |
| Agenda topic | Leader in Me program | | |
| | <p>Discussion was held about the Leader in Me program</p> <ul style="list-style-type: none"> Mrs. Crosby presented data for the past two years Colonel Geier stated that the job of the Finance Committee is to review the budget and ensure that funds are spent as intended, not to determine efficacy of academic programs. Mrs. Orischak confirmed that information provided was sufficient. | | |

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| Agenda Topic | Superintendent and Board Approval Authority |
| | <p>Discussion held about approval authority</p> <ul style="list-style-type: none"> • Procurement documents, policies and revisions • Types of items that the Board currently does approve • Some items are approved in the budget and would not be subject to additional approval • Other school districts' policies for approval • Pros and Cons of setting a limit on what BOE would approve <p>Dr. Rachel Wisnefski made the following motion; “I move the Finance Committee recommend to the full Board a motion for the Board Signing Authority of .1% of total budget if not previously approved in a line item budget”. The motion was seconded by Colonel Geier. The motion passed 3/0. The recommended motion is for the this to be placed on the April Work Session agenda.</p> <p>Colonel Geier commented that he approved the motion so that the topic could be discussed by the full Board. He is not in support of percentage in the motion.</p> |
| Agenda Topic | E-Rate Application Authorization Category 2 |
| | <p>Discussion was held about E-Rate application</p> <ul style="list-style-type: none"> • Mrs. Crosby offered explanation of services the District receives and what the District is expected to pay. <p>Colonel Geier made the following motion; “I move the Finance Committee recommend to the full Board a motion to authorize the filing of E-Rate year 2019 Category 2 Services and further acknowledge that the Board will budget for sufficient funds to pay for the District’s share of Service Provider invoices for these services”. The motion was seconded by Dr. Wisnefski. The motion passed 3/0.</p> |
| Other matters | None |
| Future Topics | <ul style="list-style-type: none"> • Current revenue estimates from General Funds • Minority Business Enterprise Report • Average Teacher Salary by School • Budget updates – Any Action recommended to Board • Effectiveness of having or not having a Grants Officer • Review other academic programs -IB • Increasing teacher salaries to match state increases |
| Adjournment | The meeting was adjourned at 6:35 pm. |
| Next meeting date/location | The next meeting date is April 11, 2019. The meeting should be held at the Hilton Head Library. |

(Signature on Official File Copy) _____ Date: May 9, 2019
JoAnn Orischak, Board of Education Finance Committee Chair
Minutes prepared by Robyn Cushingberry, Executive Assistant