

**Caesar Rodney School District
Citizen Budget Oversight Committee Meeting
Meeting Minutes
12:00 p.m.
July 20, 2020**

I. Opening

The meeting commenced at 12:00 via Zoom. The following members were present: Shari Gary, Sherry Kijowski, Ade Kuforiji, Mike Marasco, and Cheryl Precourt. (Tracy Jones received summary via phone call after meeting.) Kimberly Judy, Caesar Rodney School District (CRSD) Director of Business and Finance, and Lauren Pierce, Administrative Secretary for CRSD Business and Finance Department, were also present.

II. Discussion Items

- A. The June Monthly Budget Report was discussed in detail with the Committee. Mrs. Judy also noted that she is working on getting past reports posted to the District's website.
- B. The FY 2021 Authorized Tax Rate was presented to the Committee. There was a 9 cent increase in the current year; 2 cents for operating expenditures and 7 cents for tuition tax.
- C. The Preliminary FY 2021 budget was discussed with the Committee. The budget is based on prior year figures without much change due to the large amount of unknowns for the upcoming year. Other items to note included:
 - i. Enrollment is volatile and may change based on families' comfort level with returning to school or satisfaction with remote learning. Districts receive a safe harbor of 98% of its Spring Unit Count for Division I teaching units, but other funding sources are tied to the units earned, such as Energy and All Other Costs, and do not include a hold harmless clause.
 - ii. The District was allocated approximately \$1.5 million in Coronavirus Aid, Relief, and Economic Security (CARES) Act funds. These funds will be used to assist in (1) purchasing COVID-specific supplies and equipment; (2) supporting technology needs related to remote instruction; and (3) providing various resources to assist students needing additional instruction or assistance.
- D. The September 30, 2020 Unit Count is now as of November 13, 2020. DOE is working through providing the proper guidance related to taking attendance and maintaining work samples.

- E. The following items were discussed:
- i. The addition at the High School is substantially complete. A Certificate of Occupancy was issued and final punch list items are being completed. The new elementary school has an expected completion date of February 2021. Other renovations at the various schools, including the High School, are in process and expected to be complete by Fall 2021.
 - ii. Summer School this year is being held remotely.
 - iii. The Dover Air Force Base contract is in the process of being finalized. It is a five year agreement.

III. Adjournment