

Finance Committee Meeting Minutes 3/10/16

Finance Committee		
3.10.2016	6:30 p.m. – 8:18p.m.	Estell Manor School-Conference Rm.
Meeting called by	B. Barbetto, BOE President	
Type of meeting	Committee as a Whole	
Facilitator	R. Millar	
Note takers	R. Millar and N. Jacquelin	
Timekeeper	R. Millar	
Attendees	B. Barbetto, K. Mimler, J. Cressey, S. Ferrari, B. Seelman, R. Millar, N. Jacquelin, public attendees	
	R. Millar	
Discussion	Budget Process	
R. Millar reviewed the budget calendar and overall process for establishing a school budget as set forth by the DOE. She stated that information regarding the calendar had been distributed previously. The DOE requirement for an approved budget was a concern.		
Conclusions	A budget needs to be approved at the March 16, 2016, regular BOE meeting for submission to the county DOE. Questions and/or concerns should be directed to the BOE President and forwarded to the BOE Secretary and Superintendent for discussion prior to the upcoming meeting. The need to adhere to county and state budget timelines was reviewed.	
Action Items		
	Person Responsible	Deadline
Time tables will be distributed again to all Board of Education members.	R. Millar	3/16/16
	R. Millar	
Discussion	Fiscal Year 2017 Budget Scenarios	
R. Millar introduced three scenarios regarding the FY 2017 budget process including 1%, 2% , and 2% +1/3 cap.		
Potential limitations and benefits were discussed.		
Conclusions	BOE members discussed scenarios. After public comment, BOE asked Mrs. Millar for 0% scenario also.	
BOE members had questions and expressed opinions/concerns regarding: health care, FT v. PT positions, buyouts, PE.		
Action Items		
	Person Responsible	Deadline
Open Public Session 7:45 – 8:05 MK discussed the use of fund balance as a revenue source to make the 2016-17 budget work and he encouraged the Board to encourage administration to explore that option in lieu of simply raising taxes to support the budget needs. The board then asked the Business Administrator for additional information prior to the next meeting and to create a 0% scenario for the 2016-17 budget.	Rose Millar	03/14/2016
	Board of Education	
Discussion	Response to public comment/Agreed Upon Follow Up	
BOE members discussed need for previously approved and proposed FT v. PT; desire for increased PE time; Choice Program; other programmatic and budgetary/scheduling/job description issues. Other budget increase scenarios were discussed.		
Conclusions	Follow Up Needed—Agreed Upon Date: 3/14/16	
BOE requested by 3/14/16: Break down of fund balance; 0% scenario, updated spreadsheet distributed for FY '16; aides schedules; job descriptions, stipend amounts, PE DOE/County requirement; teacher schedules; contingency scenarios/funds		
Action Items		
	Person Responsible	Deadline
Teacher/aide schedules; stipend info; job descriptions; PE requirements	N. Jacquelin	3/14/16
Fund balance info; spreadsheet similar to FY '16; contingency scenarios, 0% levy increase budget.	R. Millar	3/14/16