Olean City School District
Audit and Finance Sub Committee Meeting
Thursday, March 18, 2021
12:00 p.m.
via ZOOM

| | | |
|---|---|---|
| Present: | John Bartimole | Andrew Caya |
| | Janine Fodor | Rick Moore |
| | Jenny Bilotta | Aaron Wolfe |
| | Vicki Zaleski-Irizarry | Paul Hessney (12:15 pm) |
| Guest: | Dan Dunkleman | Brian Crawford |
| Observer: | Ira Katzenstein | |

Cafeteria P/L

- Jenny reviewed the February P&L
- Breakfast participation is up; due to the shortened school day at the high school, hybrid model, very few high school students are getting lunches; hope to see lunch participation increase as more students return to in-person learning
- The district will not do summer meal program; Catt Co Community Action will continue its program
- Jenny discussed the comparison of in-house cafeteria management versus the cost for Sodexo management

February Cash Flow

- Jenny noted there is not a lot of cash coming in during the month of February, which is typical for schools
- CARES Act Funding – Jenny spoke to SED representative this week; one revision needs to be made; money is supposed to be release by May 4, however, expects to receive it in April

Special Ed Analysis – Futures Education

- Jenny noted Futures submitted a proposal to provide an education services analysis for the district; cost is $26,500
- Will review and analysis gen ed, spec ed, Rti
- Will discuss at admin co meeting; could run through BOCES coSer
- Analysis would not occur until the fall when students return to in-person
- Janine asked whether an RFP is required; is more than one bid required?

Security Breach Insurance – Premiums

- Jenny noted this topic was discussed at the March technology committee meeting
- Due to the recent Ransom Ware attacks on school districts, it is important to review insurance coverage
- Cost for coverage was discussed

C.O.P.S. School Violence Prevention Program Grant

- Jenny noted the district will be applying for a grant and is recommending Learn Design Apply Inc. to assist the district in the grant application process
- Fee is $5,000; will be placed on the March 23rd BOE agenda for approval

Teaching Assistants

- Jenny noted the district is looking to hire four teaching assistants this spring; assistants would work at the elementary level; funding will be federal funds as well as general funds; need to determine how many positions the district will need and how the district will be able to sustain those positions
- Working on a 10 year plan (need for teacher aides versus teacher assistants); what would be most beneficial to students
- Brian Crawford reported the district has had reading intervention, however, not math intervention; teaching assistants would push into classrooms as well as pull out of classrooms and work one-on-one, two-on-one, etc.
- Will evaluate teacher aide positions as individuals resign and/or retire
- Jenny noted the district has a lot of teacher aides and currently working on a better plan to best utilize aides(most beneficial to student success)
- Aaron noted there is also a need to dedicate a teaching assistant at the high school as well as grade 4

21-22 Budget

- Jenny reviewed the following. The budget presentation will also be given at the March 23rd BOE meeting
    a. Tax Cap Calculation – will go out with a 0% tax increase; could go out with a 1.01% increase
    b. BOCES Administrative and Capital Budget – reviewed increases and decreases
        i. BOCES Annual Meeting – April 14th at 4:30 pm via ZOOM; Mr. Moore will email BOE ZOOM link
        ii. CTE Enrollment
        iii. Jenny reviewed what the OCSD pays BOCES on an annual basis for services, etc. (2020-2021 $7,823,601; 2021-2022 $7,821,924); the district needs a remedial and Rti plan to reduce the number of students being classified – help them to be successful learners
    c. Special Education Budget – need to pay close attention to this budget; what will student needs be when district returns to in-person learning
    d. Personnel Adjustments – discussed personnel needs, new positions, etc.
        i. Employee benefits – slight increase – health insurance premiums going up 5%
    e. Overall Expense comparison
    f. Overall Revenue comparison
    g. Equipment – will not be purchasing a new bus due to the limited busing during the 2020-2021 school year
    h. Budget Vote/Board Election Plans – vote will be held in the OIMS gymnasium in order to properly social district – layout plan reviewed
    i. Debt Service Budget – bond anticipation note discussion

Jenny noted the budget will continuously change as more information comes in

BOCES Natural Gas Purchasing – annual resolution will be on March 23rd BOE agenda

Federal Stimulus Funds
Jenny discussed the following:

- CARES – COVID Relief Act – signed into law March 27, 2010
  GEER and ESSER
- CRRSA – COVID Response and Relief Supplemental Act – signed into law December 27, 2020
- American Rescue Plan – signed into law March 11, 2021

Meeting adjourned at 1:25 pm

Next Meeting: April 15, 2021