**Caesar Rodney School District**
**Citizen Budget Oversight Committee Meeting**
**Meeting Agenda**
**5:00 p.m. at the District Office**
**January 29, 2025**

## I. Opening

The meeting commenced at 5:00 p.m. at the Caesar Rodney District Office. The following members were present: Dr. Angela Wilson Bowers, Shari Gary, Melissa Rapp, Heath Chasanov, Kim Willson, Tabitha Myers, Julie Lavender, Dr. Joyce Denman, Dave Failing, and Drew Slater. Meaghan Brennan, Caesar Rodney School District (CRSD) Director of Finance and Nicole Polite, CRSD Supervisor of Finance, were also present.

The Committee approved the August 7, 2024, meeting minutes.

Nicole Polite presented an overview of school funding.

## II. Discussion Items

Mrs. Meaghan Brennan reviewed the December monthly financial report as approved by the CRSD Board of Education with the Committee. Mrs. Brennan highlighted changes in school building budgets, tax collections and revenues.

Mrs. Brennan presented changes in CRSD's final budget including unit count changes and revenue and expenditure changes from preliminary to final budget. Mrs. Brennan also shared CRSD's Alternative Reduction Plan from FY 2024 and the Alternative Reduction Plan submitted for FY 2025.

Mrs. Brennan shared that CRSD's current budget reserve if $6M. She asked for Committee feedback on the reserve amount. Mr. Chasanov indicated that the number seemed to be a safe number and added that Woodbridge School District kept a $1.5M reserve with annual tax receipts of $3M. Ms. Rapp asked for Mrs. Brennan's thoughts on the reserve amount and she shared that she would like to see the percentage of the reserve versus budget now, and in FY 2017 when the reserve amount changed. Ms. Gary asked is there was a state rule on the reserve amount and Mrs. Brennan pointed to the need to submit quarterly financial position reports. Mr. Failing mentioned that the Board has been talking about the reserve versus carryover. Ms. Myers asked who determines the reserve amount and Mrs. Brennan shared that it is approved by the Board in the May/June timeframe.

Board policy DAA was shared providing rules regarding the Citizen's Budget Oversight Committee.

Mrs. Brennan asked if the Committee would be interested in reconvening in the Spring to discuss the state of the district. She will be sending a follow-up with prospective dates for March or April.

## III. Adjournment