

Capital School District
198 Commerce Way
Dover, DE 19904-3498

Wednesday, January 18, 2017
District Office Conference Room 126
MINUTES



Budget Oversight Committee

Dennis Hallock, Chairperson
Joyce Denman, Ed.D.
William Garfinkel
Toriano Giddens
Tina Huff, Ed.D.
Kirk Johnson, Ph.D.
Vanessa Withers-Little
Sean Sokolowski, Business Manager

(D)	DISCUSSION
(I)	INFORMATION

Budget Oversight Committee Members Present:

Dennis Hallock, Chairperson
Joyce Denman, Ed.D.
William Garfinkel
Toriano Giddens
Tina Huff, Ed.D.
Kirk Johnson, PhD
Vanessa Withers-Little

Also Present

Sean Sokolowski, Business Manager

The meeting was called to order at 11:04 a.m.

1.01 Roll Call – Establishment of a Quorum

Quorum was established with seven members present.

2.01 Review and Approval of minutes

Mr. Sokolowski presented the minutes from the December 14, 2016 meeting. A motion to approve the minutes as presented was made by Mr. Hallock, seconded by Dr. Huff, and were approved on a unanimous vote (7-0).

2.02 Financial Position Report

The Financial Position Report was presented by Mr. Sokolowski. The report is due to DOE three times a year per Title 14, section 1507. The report is designed to alert DOE to any school districts that may have a cash flow shortage as of 3/31 and 6/30. The report shows available balances, expected revenues, and expected expenditures for Local funds, Div II, Div III, cash option, and Ed Sustainment funds. The Total balance plus anticipated revenues for these funds through 3/31 is \$22M. The projected expenditures from January 1st to March 31st are expected to equal \$6.4M leaving an available balance of \$15.7M as of 3/31. Revenues from 4/1 to 6/30 are anticipated to equal \$580K with anticipated expenditures equaling \$5.7M to leave an available balance of \$10.6M as of 6/30. Thus Capital School District is not anticipated to have a cash flow shortage for either 3/31 or 6/30. FY 17 is the twelfth year since the last operating referendum was passed which was promised to last 5 years. However, FY 17 is the 5th consecutive year that deficit spending is expected to occur. It was notated by the committee that the District has done a good job of extending its funding past the five years promised by the last referendum and that more communication to the public should occur regarding this achievement. It was suggested that some posts to the District's social media pages should be made after budgets and financial position reports are presented at Board Meetings.

2.03 Population Study

Mr. Sokolowski presented the population study to be incorporated into the Facility Master Plan. Enrollment projections for the future is a significant component that needs to be incorporated into the Facility Master Plan. In formulating recommendations for the configuration of the District's buildings, the architects need to account for enrollment growth to ensure that sufficient capacity is available. Consequently, the Population Projection Committee gathered data regarding the overall population of the District going out to year 2050. In order to gather the Demographic Data the committee gathered information from the US Census Bureau, Kent County, the City of Dover, the Delaware Population Consortium, the University of Delaware, and the Delaware Office of State

Planning Coordination. Because of the geographic limitations of the “Growth Zone” in Capital School District and the fact that the majority of the District is currently developed within the “Growth Zone;” the population projections indicate a relative flat growth for the Capital School District through 2050. Moreover, through an analysis by the University of Delaware that was petitioned by the Department of Education, the enrollment projections for the Capital School District also show relatively flat growth. In summary, through its data collection the Population Committee concurs with the UD study and is comfortable with the enrollment projections leading up to an enrollment of 6,714 in year 2040.

2.04 Monthly Reports

The December 31, 2016 monthly reports were disseminated and discussed with the members.

2.07 Future Meetings

The next meeting will be scheduled for April 12, 2017 at 11:00am.

3.01 Adjournment

There being no further business, the meeting was adjourned.