

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



CAPITAL
SCHOOL DISTRICT

Wednesday, April 22, 2015
District Office Conference Room 126
MINUTES

Budget Oversight Committee

Dennis Hallock, Chairperson
Joyce Denman, Ed.D.
William Garfinkel
Tina Huff, Ed.D.
Cheryl Jenkins
Kirk Johnson, PhD
Vanessa Withers-Little
Sean Sokolowski, Business Manager

(D)	DISCUSSION
(I)	INFORMATION

Budget Oversight Committee Members Present:

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

Also Present

Sean Sokolowski, Business Manager
Greg Mazzotta, Citizen

The meeting was called to order at 11:32 a.m.

1.01 Roll Call – Establishment of a Quorum

Quorum was established with four members present. Dr. Denman arrived at 11:43am. Dr. Huff left at 12:40pm.

2.01 Review and Approval of minutes

Mr. Sokolowski presented the minutes from the January 21, 2015 meeting. A motion to approve the minutes as presented was made by Mr. Hallock, seconded by Dr. Johnson, and were approved on a unanimous vote (4-0).

2.02 Financial Position Report

Mr. Sokolowski presented the Financial Position Report. This report is mandated by law and is submitted to DOE three times a year: August 31st, February 1st, and May 1st. The report is designed to make the State aware of any districts that may incur a cash flow shortage. The report is designed to encapsulate the local funds, Div II, Div III, Cash Option, and Tax relief funds. These are the funds that the District uses to fund the general operations of the District. Capital had an encumbered balance of \$18,961,336.99 as of 3/31/15 with expected revenues of \$573,240 from April 1st through June 30th. Projected expenditures are \$6,678,929.86 through June 30th to leave an estimated available balance of \$12,855,647.13. The District's expenditures are projected to exceed its revenues this year.

2.03 Governor's Recommended Budget for FY 16

Mr. Sokolowski presented an overview of the Governor's Recommended Budget for FY 2016. There were several alterations that impact the district. The Para salary schedules continue to be compressed adding pressure to the Federal Grants which fund these positions because federal funding has been stagnant or reduced. Pension is predicted to change from 20.66% to 21.16% which will adversely affect FY 16 local funds by approximately \$65K. Health Care costs increased by 9.71% for both the State and District employees. There is an increase in the Transportation formula which will impact the District's 10% match. There is a \$2 million increase budgeted to the Ed Sustainment Funds statewide. These funds are an attempt to offset the State cuts to education since FY 2008. However, the State still has not funded roughly \$28 million from cuts to statewide education since FY 2008. Since 2008 Educational funding has decreased from 63% of the State Budget to \$58.6% in FY 2013.

2.04 Math Textbook Adoption

Mr. Montano presented the Math Textbook adoption for grades 5 thru 12. The recommendation is to replace current instructional materials at least seven years old with Go Math from Houghton Mifflin Harcourt. The total cost is \$426,890.51 to be funded out of local funds. A motion to approve the textbook adoption was made by Mr. Hallock, seconded by Ms. Withers-Little, and were approved on a unanimous vote (4-0).

2.05 Guaranteed Unit Count

Mr. Sokolowski presented the Guaranteed Unit Count for the District. The State authorizes a Guaranteed Unit Count to the District in April so that teachers may be hired prior to the start of the ensuing school year. In the past, the District did not know how many teachers it was authorized until the Unit Count was finalized on September 30th. The Guaranteed Unit Count provides assurance that the District will receive funding for teachers regardless of whether the actual number of students decreases and consequently allows the District to hire teachers prior to the September 30th Unit Count. The guaranteed unit count for FY 16 is 506.66 units.

2.06 Affordable Care Act

Mr. Sokolowski presented information pertaining to the Affordable Care Act. Essentially, the District is required to offer health insurance to any employee who works 120 hours or more within a month (150 hours in months with five weeks). This has affected how the District hires substitutes and allows part-time workers to engage in other duties such as extra-time, coaching, homebound, and etc. Essentially, the District will monitor the substitutes through AESOP by limiting their hours to 120/month. The District will monitor its part-time employees to ensure they do not exceed the allowable threshold.

2.07 Internal Accounts

Mr. Sokolowski presented the Internal Accounts Policy as the revisions are now on the Board Agenda. Mr. Sokolowski indicated that nothing has changed since the last time this was reviewed with the CBOC. However, if anyone has any suggested changes, please get them to Mr. Sokolowski.

2.08 Membership

Mr. Hallock has received a notice from Ms. Jenkins that she would like to resign from the CBOC. Consequently, the District will begin the advertisement for a selection committee and for applications for new members. As there is an educator slot empty, the District will post for an educator to join the committee.

2.09 Monthly Reports

The March 31, 2015 monthly reports were disseminated to the members.

2.09 Future Meetings

The next meeting will be scheduled for June 17, 2015 at 11:30am.

3.01 Adjournment

There being no further business, the meeting was adjourned at 12:50 pm.