

Capital School District
945 Forest Street
Dover, DE 19904-3498



CAPITAL SCHOOL DISTRICT

Budget Oversight Committee
Joyce Denman, Ed.D.
Dennis Hallock
Tina Huff, Ed.D.
Cheryl Jenkins
Vanessa Withers-Little
Sean Sokolowski, Business Manager

Wednesday, April 24, 2013
District Office Conference Room 126
MINUTES

(D)	DISCUSSION
(I)	INFORMATION

Budget Oversight Committee Members Present:

Joyce Denman, Ed.D.
Dennis Hallock
Tina Huff, Ed.D.
Vanessa Withers-Little

Also Present

Sean Sokolowski, Business Manager
Toby Paone, DSEA

The meeting was called to order at 11:39 a.m.

1.01 Roll Call – Establishment of a Quorum

Quorum was established with three members present. Two members were not present, but one member arrived later.

2.03 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 unencumbered balance of \$20,471,772 as of 3/31/13 with expected revenues of \$575,610 from April 1st through June 30th. Projected expenditures are \$6,244,602 through June 30th to leave an estimated available balance of \$14,986,191. The District's expenditures are projected to equal its revenues this year.

2.01 Review and Approval of minutes

Mr. Sokolowski presented the minutes from the December 18, 2012 meeting. A motion to approve the minutes as presented was made by Dennis Hallock, seconded by Venessa Withers-Little, and were approved by a unanimous vote (4-0).

2.02 Membership Reelection

A motion was made to extend the term of Tina Huff for another two years by Joyce Denman, was seconded by Dennis Hallock, and was approved by three yes votes and one abstention. (Tina Huff abstained)

2.04 Tuition Tax Update

Mr. Sokolowski presented an estimate for the Tuition Tax as of March 31, 2013. The figures presented are purely estimates and may alter before the tax rate is presented at the June Board Meeting. At this point the district expects that it will be able to reduce the Tuition Tax by eight cents from forty three cents to thirty five cents. The major overriding factors that allowed for this decrease was receiving \$200,000 more than budgeted in tuition receipts and paying \$450,000 less than budgeted for Charlton and \$105,000 less than budgeted for the CRILC.

2.05 Governors Recommended Budget

Mr. Sokolowski presented an overview of the Governor's Recommended Budget for FY 2014. There were very few notable changes that impact the District. Para schedules continue to be compressed which adds pressure to the Federal Grants due to stagnant or decreased federal funding. The District had been hoping for some State increases to offset the State reductions that have been imposed since FY 2008, but nothing was in the Budget to fund these reductions.

2.06 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 District has been authorized 480.2 guaranteed units for the FY 14 school year.

2.07 Sequestration

Mr. Sokolowski presented the estimated reductions to Federal Funds due to Sequestration. At this point, DOE is recommending that the District plan for a 10% reduction to certain Federal Funds which amounts to a \$633,055 reduction. The District is in the process of evaluating these reductions and their impact on programs.

2.08 Monthly Reports

The March 31, 2013 Monthly Reports were discussed.

2.09 Future Meetings

The next meeting of the committee will attempt to be scheduled on June 19th at 11:30.

3.01 Adjournment

There being no further business, the meeting was adjourned at 1:08pm.