

# WBOE Finance Committee Meeting Minutes

## September 12, 2016

Meeting Called to Order: 7:02 PM

Present: Steve Fleischman, Finance Chair; Margaret Hamilton, Lisa Connor, Lynn Piascyk, Board Members; Robert Gilbert, Superintendent; Sandy Stein, BOF Liaison; Maria Kayne, BOS Liaison; Larry Hurwitz, Extended Day; Sandra Simowitz, Summer Enrichment; Lori Patrick, WEA Liaison; Al Pullo, Director of Business & Operations.

Mr. Gilbert shared highlights of the financials through month ended August 31, 2016.

At this time, there are two unbudgeted outplacements that have resulted in a deficit of approximately \$227,000 for tuition and transportation costs. There are no additional outplacements identified at this time. The special education deficit is netted against approximately \$206,000 of projected surpluses primarily in salaries and benefits resulting from staff retirements; leaving a net projected overall deficit of \$20,944. It is still early in the year, and the projection will likely change as we move forward. Interns, for example, show a \$20,000 projected deficit. That projection was arrived at assuming a need to hire additional interns and/or building substitutes. At this time, we are hopeful that we will not need additional hires, which would result in that line item projected deficit being eliminated.

Mr. Gilbert provided a recap of the financials for the Cafeteria, Extended Day, and SEP. The Cafeteria financials reflect three days of operating revenue and include prepaid (deferred) revenue. Also, invoices for food have not been received as of month end cutoff. Extended Day financials reflect lower than anticipated summer program enrollment and contain fixed expenses for salaries and overhead, but do not show any school year program revenue as of month end cutoff. Summer Enrichment Program (SEP) financials reflect a lower than anticipated enrollment.

Mr. Hurwitz (Extended Day) and Ms. Simowitz (SEP) provided highlights of their programs including new offerings and ideas for next season. Both echoed sentiments of staff that it was great to have programs back at Beecher.

Mr. Gilbert shared the FY 2017/18 Budget timeline for Capital and Operating budgets. Meetings are under way and we anticipate a formal request being presented at the October Finance Committee meeting. Discussion ensued regarding the recommendation inclusive of capital budget items, routine technology equipment (i.e. replacement computers) being funded in the operating budget, and major infrastructure items being requested through capital.

Mr. Pullo presented a recommendation for replacement of all nine copier machines throughout the district. The current proposal would put all copiers on the same lease / replacement cycle (60-month term). The recommendation is to continue with the current vendor, Xerox, and utilize CREC Consortium Bid Award pricing. Monthly savings would be approximately \$600. Ms. Connor asked to know how many other copier vendors were awarded the CREC bid.

Meeting Adjourned 7:48 PM.