

Minutes of the Budget & Finance meeting on Tuesday January 15, 2019

Present: Jen Newcomb, Superintendent Susan Smith, Gavin Robinson, Business Manager Kelly Theriault, Steve Carr (Arrived 3:50)

Called to order 3:40

Budget Transfer

- Last year we were overdrawn in the Special Education Cost Center. Board needs to transfer 21,000 to Special Education from Regular Education. At the next Board this will be under 'New Business' asking the Board to transfer the funds. This amount is from our Auditor. Committee recommended to the Board.

Audit

- Discussed Audit and timing. Draft Audit is still not in for review by the B&F Committee and we are scheduled for presentation at the January 28th Board meeting. Decided to move the presentation to February Board meeting.

FY20 Budget Timeline

- State has advised that revenue from them will be 3 weeks to 3 months behind schedule.
- We adjusted the Budget timeline moving around cost centers reviewed, with more time in April if needed. Team worked to set meetings for budget review under this new reality. (Please see attached.)

Hourly Salary Schedule Review

- Discussion around recent resignation letter from Secretary position. Letter raised issues of workload out of sync with job description and pay slightly higher than minimum wage.
- Discussed rate increase for employees in hourly positions.
- Discussed 220-day employees and how they do not have paid vacation. These are secretarial positions, with them doing 2 weeks after and 2 weeks before the school year as well as sometime in July. Custodians work 52 weeks vs. 44 weeks secretarial. Decided that we need a plan but we cannot easily put them into a FT category.
- Health Insurance Component Addition – Kelly presented a concept in which we may add dependent care coverage for hourly staff. Committee asked for a full presentation at next meeting to consider budget implications.

Tabled Policy DIDA for review at next meeting. We will also revisit hourly scales and benefits.

Meeting Adjourned at 4:37