

Attendance:

Kathy Hamilton, Board of Education

Ron Bienkowski, NPS Director of Business

David Freedman, Board of Education

Dr. Joe Erardi, Superintendent (left at 11:45am)

• CALL TO ORDER

The Board of Education CIP/Facility/Finance committee meeting was called to order at 11:05 am

• PUBLIC PARTICIPATION

None

• APPROVE MINUTES

Minutes of August 14, 2014

• COMMUNICATIONS/ANNOUNCEMENTS

None

• OLD BUSINESS**2015-16 Board of Education Budget**

The committee discussed the status of the current budget development. Dr. Erardi indicated that all of the departments/principals had just submitted their initial requests. The process moving forward is for Dr. Erardi to meet with each department head and principals to discuss the needs of their respective areas. The board will receive prior to the December holiday break the Superintendent's budget as well as what was initially requested.

The committee discussed the current budget document and requested information for this year's document:

- Budget text commentary needs to be current
- Greater cost detail for the following standalone programs: GATES, STARR, Pre-School
- Athletics – cost/sport
- Enrollment should reflect actuals with the exception of kindergarten
- Need information consistency among schools – for example “supply” line items
- Greater description for “pay for play”
- Special Ed/Pupil Personelle
- Illustration of district cost savings initiatives
- List of all Grant Monies (for example: Perkins Grant)
- List of all revenues to the district

Monthly Financial Reports

- Request to change the transfer report. See Attachment A example.
- Request for the full budget summary detail to be sent to the board in Excel format. Automatic program only outputs in RTF format.

- Monthly financial report will now include what is expected for the Excess Cost Grant.
- End of the year Donations Report. Information requested:
 - Amount Received
 - Amount Expended
 - Description of Expenditures

Policy Development (Series 3000, Business and Non-Instruction Operations)

The policy committee will soon be taking up Series 3000 which is “Business and Non-Instruction Operations” and will need the assistance of the business office. The timeframe will probably be at the beginning of January.

- **NEW BUSINESS**
None.

- **PUBLIC PARTICIPATION**
None

- **ADJOURNMENT** – Meeting was adjourned at 12:24 pm.

Submitted: Kathy Hamilton, CIP/Facilities/Finance Committee Chair

Budget on track

2008 - 2009

12/11/08

**NEWTOWN BOARD OF EDUCATION
TRANSFERS RECOMMENDED
DECEMBER 16, 2008**

| No. | AMOUNT | FROM | | TO | | REASON |
|-----------------------|---------------------|------------|--|------|------------------------------|---|
| | | CODE | DESCRIPTION | CODE | DESCRIPTION | |
| ADMINISTRATIVE | | | | | | |
| 1 | \$6,704 | 112 | CLERICAL & SECRETARIAL SALARIES | 112 | EDUCATIONAL ASSISTANTS | TO TRANSFER FUNDS FROM HAWLEY LIBRARY CLERICAL TO EDUCATIONAL ASSISTANTS FOR LIBRARY AND <u>SUMMER PROGRAMS</u> |
| 2 | \$15,414 | 212 | MEDICAL & DENTAL INSURANCE | 260 | WORKERS COMPENSATION | TO COVER INCREASED COST OF WORKERS COMPENSATION INSURANCE FOR THE YEAR |
| 3 | \$8,000 | 520 | INSURANCE - PROPERTY & LIABILITY | 430 | EQUIPMENT REPAIRS | TO PROVIDE ADDITIONAL FUNDS FOR REPAIR OF CAFETERIA EQUIPMENT |
| 4 | \$12,000 | 131 | STAFF & PROGRAM DEVELOPMENT | 500 | CONTRACTED SERVICES | TO USE EXTERNAL CONSULTANTS RATHER THAN STAFF FOR STAFF DEVELOPMENT ACTIVITIES |
| 5 | \$5,700 \$50,000 | 520 624 | INSURANCE - PROPERTY & LIABILITY FUEL OIL | 560 | TUITION - OUT OF DISTRICT | ADDITIONAL FUNDS REQUIRED FOR OUT OF DISTRICT TUITION |
| 6 | \$7,300 | 520 | INSURANCE - PROPERTY & LIABILITY | 734 | OTHER EQUIPMENT | TO PURCHASE A USED VAN TO PROVIDE FOR TRANSITIONAL SERVICES SPECIAL EDUCATION STUDENTS |
| 7 | \$14,000 | 111 | ADMINISTRATIVE SALARIES <i>Lead Teacher</i> | 450 | BUILDING & SITE IMPROVEMENTS | FUNDS REQUIRED FOR CODE CORRECTIONS TO HEAD O'MEADOW'S WELL SYSTEM |
| 8 | \$2,200 | 111 | ADMINISTRATIVE SALARIES <i>Lead Teacher</i> | 810 | MEMBERSHIPS | TO RECLASSIFY CERTAIN MEMBERSHIP EXPENSES TO THE PROPER ACCOUNT |

replaced

\$24 to 25 for out of district

\$67,000 fr. state for oil