

Budget Advisory Committee  
Meeting Minutes  
Thursday, March 23, 2023 at 6:00 p.m.

Next Meeting: March 30, 2023 at 6:00 p.m.

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The video recording of this meeting can be found at the BETV YouTube site [BAC Recorded Meeting 3/23/23](#)

### **BAC Meeting Packet 3/23/23**

**1. Welcome:**

Mr. Delaney opened the meeting at 6:00 p.m.

**2. Pledge of Allegiance**

**3. Public Comments:**

Mr. Delaney opened the meeting up to public comment.

There were no public comments at the opening of the meeting.

**4. Rules for Public Comments at BAC Meetings:**

Mr. Delaney referred the Committee to page 4 of the meeting packet should they wish to view the Rules for Public Comments.

**5. Ground Rules & Norms:**

Mr. Delaney referred the Committee to page 5 of the meeting packet should they wish to view the Ground Rules and Norms.

**6. Approve Minutes of Previous Meeting:**

Motion by Ms. Higgins seconded by Ms. Hoffman

**To approve the March 16, 2023 Budget Advisory Committee meeting minutes as presented.**

All in favor and motion carries.

**7. Questions from Previous Meeting:**

There were no questions from the previous meeting.

**8. Complete Review of Revised Supplemental Budget:**

The full discussion can be viewed at minute marker 01:57 of the 3/23/23 BAC meeting.

[BAC Recorded Meeting 3/23/23](#)

Mr. Brockman briefly reviewed the Baseline Budget 3.0 which begins on page 10 of the meeting packet. This version shows an overall increase in local assessments of 2.90%, a baseline increase of 1.88% and a total budget amount of \$57,597,098.00. This only references the baseline budget as there are no additional expenditures for Supplemental requests in this version.

Overall Category adjustments include:

10 – Salaries	Decrease of \$37,000
20 – Benefits	Decrease of \$505,676
30 – Per Pupil allocations	No change
40 – Recurring costs	Decrease of \$212,190
50 – Debt	No change

**Supplemental/Instructional:**

The revised total amount for Supplemental/Instructional is \$591,000

**Questions on Baseline and Instructional Requests:**

- Kate McDonald – *What happened to the McKinney Vento Ed Tech position in the instructional requests? Mr. Gleason noted that half the position is already in the current budget and they are able to use an unfilled position to make this a whole position moving forward.*
- Ben Bussiere – *Had clarifying questions in regard to the per pupil allocation formula and some of the larger increases within this category. Mr. Brockman responded that the formula is based on current enrollment for each school as well as a \$15,000 amount incorporated within each schools per pupil budget.*

*Mr. Bussiere also asked about the increase in Recurring Costs within contracted services. Mr. Gleason noted that there are some contracted areas that they would prefer to hire for but unable to fill these positions and as such have to rely on using contracted services for these needs such as testing.*

*Mr. Bussiere inquired about the negotiating process and how often it is done citing the labor shortage and trying to attract best candidates. Mr. Gleason responded that these types of services are very specialized. Bargaining agreements are usually negotiated every 2-3 years. Mr. Delaney added that all negotiated contracts are available on the district website.*

- Paul Leach – *Mr. Leach asked for clarification on if the term “enacted” and does it reflect the current year’s budget and also would like to see where the current budget is at in expenditure lines. Mr. Brockman confirmed that the enacted budget references the current year’s approved budget. He also said he would be able to provide additional detail but wanted to note that the salary and benefit lines are encumbered for the full year to assure that there are funds available to pay staff through their contracts. Mr. Delaney also shared that current financials can be found on a monthly basis in the Finance-Facilities website. A link to this site is [Finance-Facilities Committee website](#)*

**Supplemental/Capital:**

The full discussion on Supplemental/Capital can be viewed at minute marker 37:30 of the 3/23/23 meeting. [BAC Recorded Meeting 3/23/23](#)

Mr. Thibodeau reviewed the adjustments and reductions that have been made to the Capital Supplemental requests. The revised total amount for Supplemental/Capital requests is \$895,500. Mr. Gleason clarified that the BAC should focus on the amount that they feel should be allocated within this category for the proposed budget and not each specific request as the scope of these may change due to unforeseen circumstances in the next fiscal year.

**Questions on Supplemental/Capital Requests:**

- Kate McDonald – *for those items that have been reduced in costs and now being done in sections are there deferred maintenance concerns? Mr. Thibodeau responded that ideally it would be best to address sooner rather than later. Ms. McDonald asked if there were specific ones that would end up costing more in the long-run if not completed soon. Mr. Thibodeau replied that yes, materials and labor are going to continue to increase.*
- Izzy Higgins – *Referencing the roof replacements and having scaled this item down, can Mr. Thibodeau expand on this? Mr. Thibodeau referenced a roof assessment that was completed in the prior year. He has worked with the vendor and identified the top 5 priorities and the vendor provided costs for those. These costs are reflected in the revised request and will do this work one section at a time.*

- Erika Creutz – *Ms. Creutz stated her concerns about not being able to fund items that are considered critical.*
- Mary Hoffman – *Ms. Hoffman inquired about the two generators that were originally listed and has concerns regarding recent power outages and supporting the district in future outages. Mr. Thibodeau cited the generator at Technology is what keeps the internet going within the district and is important in day to day district operations.*
- Ben Bussiere – *Mr. Bussiere wanted to know what the current carry forward available balance is. Mr. Brockman responded that it is just over seven million at this point. Mr. Bussiere asked for current actuals vs. budget dollars.*

### **Fund Balance discussion**

The full discussion on Fund Balance can be viewed at minute marker 56:30 of the 3/23/23 meeting.

[BAC Recorded Meeting 3/23/23](#)

Mr. Brockman displayed his database on screen to view the impact of adjusting carryforward budgeted amounts and where that can impact future years and the district's ability to manage possible cash flow issues that could happen due to revenues not coming in as anticipated i.e. a State Curtailment.

Mr. Brockman added that the reason the district is currently seeing a higher fund balance than what the district would normally is largely due to the pandemic and students not being in schools. Those normal expenditures were not expensed and as such created a higher than average year end balance that went into carry forward. Since school is operating fully now this situation is not likely to be duplicated. Mr. Brockman noted that it is not likely that State Subsidies would increase enough to offset the district using a larger amount in carryforward for the 2023-2024 budget year and would limit carryforward in years' following.

- Paul Leach – *Mr. Leach suggests not implementing the proposed budget increase of the per pupil allocation but to allocate this increase to the capital request. Mr. Brockman does not support this and stated that the schools need all of the budgeted per pupil funds to run their buildings and provide consumables to students. Inflation has impacted costs already and he does not want them to not be able to obtain materials for students and staff.*

*Ms. Napolitano added that this is a small piece of the budget that has a lot of impact for students and staff.*

*Ms. McDonald is concerned that this would have a negative impact on staff retention as well.*

*Ms. Boedeker added that this is the first district that her child(ren) attend that has not requested a wish list of items from parents for their classrooms.*

### **Debt:**

Within Debt Service there is a new lease for four (4) buses. This is an estimate for one quarterly payment \$60,000

### **9. Budget Summaries:**

The committee reviewed the summaries provided on page 34-39 and can be viewed in its entirety at minute marker 1:27:27

**10. Questions/Discussion:**

The committee discussed different budget scenarios beginning at minute marker 1:34:55 of the meeting.

A. An add an additional \$400,000 to carryforward.

B. Increase capital request to \$1,000,000 with additional \$400,000 in carryforward.

The committee will reconvene on March 30, 2023 to continue discussion on the two identified scenarios and potentially sign a resolution.

[BAC Recorded Meeting 3/23/23](#)

[BAC Meeting Packet 3/23/23](#)

**11. BAC Schedule and Budget Timeline:**

**Next meeting:** Will be held on Thursday, March 30, 2023 at Central Office and is a joint meeting with the Finance-Facilities Committee.

**Adjournment:**

Moved by Ms. McDonald; seconded by Ms. Higgins

**Motion to Adjourn the meeting at 7:48 p.m.**

All in favor and meeting is adjourned