Commitment, Excellence, Community

BUDGET COMMITTEE MEETING MINUTES
Monday May 23, 2016 7:30 p.m.
Pleasant Hill Community Center

1.0 CALL TO ORDER
The meeting of the Pleasant Hill School Budget Committee was called to order by Chair Kevin Parrish at 7:30 p.m. in accordance with the public notice of this meeting. Budget Committee Members in attendance were: Bill Allsup, Gary Shearer, Joyce Weaver, Jessica Crawford, Chuck Spies, Kevin Parrish, Curt Offenbacher, Wylda Cafferata, John Oldham and Barbara Orre. Also in attendance were Tony Scurto, Superintendent; Caroline Passerotti, Business Manager; and Becky Johnson, Board Secretary.

2.0 NOMINATION AND ELECTION OF OFFICERS
Gary Shearer nominated Bill Allsup as Budget Committee Chair. Joyce Weaver seconded the motion. The motion passed unanimously.

Joyce Weaver nominated Gary Shearer as Budget Committee Vice-Chair. Wylda Cafferata seconded the motion. The motion passed unanimously.

3.0 2016-17 BUDGET MESSAGE
Superintendent, Tony Scurto read the Budget Message for the Committee. Refer to the 2016-17 Proposed Budget Document for the verbatim Budget Message. Chair Allsup opened the floor for questions. The following questions/comments were discussed.

Wylda Cafferata asked if the cost of the proposed staffing increase is offset by additional revenue from Open Enrollment. Superintendent Scurto responded that we want Open Enrollment numbers to help hold onto programs. The proposed staffing increase at the high school is based on restoring staffing levels and the enrollment increase associated with the addition of the 6th grade class.

Joyce Weaver asked if the Emergency Notification System is a one-time fee or ongoing expense. Superintendent Scurto responded that this would be an annual fee based on our enrollment numbers.

Next year Gary Shearer would like all cost increases addressed in the budget message in order to help quantify dollar amounts in the General Fund. This would include inflationary increases and contract cost increases as well as additions to the budget.
4.0 REVIEW GENERAL FUND BUDGET AND OTHER FUND BUDGETS

Caroline Passerotti, Business Manager reviewed a summary of the 2016-17 Proposed Budg Document with the Committee. A summary of the questions discussed follows:

What is the bond debt service schedule? The current debt schedule is static over 15 years and then begins to taper off. Ms. Passerotti will provide a copy of the schedule at the next meeting.

What could you change after the next three year forecast? Each year we will review the budget for sustainability and make adjustments as necessary. There is some flexibility in the amount we transfer to reserves as well as other annual expenses that can be reconsidered.

How conservative are your projections? They are intended to be fairly conservative. The forecast assumes a 5% increase state funding in the next biennium, compensation increases following recent trends, and a 4.5 percentage point increase in PERS costs.

What does the slight increase in the TAG budget on page 25 reflect? The detailed breakdown on page 40 shows this is due to a cost of living increase in the staffing stipend and minor increase in the supply budget.

Where is the School Health Advisory Committee (SHAC) budget located within the Proposed Budget? On page 50, item 389 under the 2321 Office of the Superintendent Services function. Here it shows the $500 increase proposed to support a matching grant.

Where are we with Technology reserves? Page 32 shows the transfer summaries. We are currently on a three year cycle for both buildings. This year’s transfer amount is less than in last year’s. Also shown is the transfer for new classroom furniture. As previously mentioned, we are applying for a Facility Grant from the State and hope to have the majority of the furniture cost reimbursed.

Is the Technology Coach position continuing next year? Yes, it is included in the proposed budget. Also funds for technology staff development is for training teacher and not purchasing devices.

Ms. Passerotti pointed out that on page 25-26 you will find a breakdown of the General Fund increase of $535,952. You will also notice that due to 6th grade moving into the high school next year, teacher and supply budgets have moved around although there is not a change in the funding.

Chair Allsup thanked Ms. Passerotti for doing a great job on the Budget. Further questions or request may be emailed to Caroline Passerotti and Tony Scurto by noon on June 1, 2016.

5.0 FUTURE BUDGET MEETINGS (held in the Pleasant Hill Community Center)

- Board & Budget Committee Meeting, June 6, 2016 7:00 p.m.
- Budget Committee Meeting (if needed), June 13, 2016, 7:00 p.m.
- Board Meeting - Budget Hearing & Adoption, June 20, 2016 7:00 p.m.

(Note: If Budget is approved on June 13, the Budget Hearing and Board Adoption will be rescheduled for June 27, 2016.)
6.0 OTHER
No other comments were made.

7.0 ADJOURNMENT

With no further discussion, Budget Committee Chair Bill Allsup adjourned the meeting at 8:37 p.m.

Signed: ________________ on this __ day of __________, 2016
Bill Allsup, Budget Committee Chair