RECV'D: Office of the Town Clerk September 19, 2016 4:27pm

Regional School District 13
Educational Resources Committee
September 14, 2016
CRHS Library

Committee members present: Bob Moore, Jeremy Renninghoff, Francis Willett, Bob Yamartino arrived at 6:25 p.m.
Administrators present: Ron Melnik and Kathryn Veronesi

1. Public Comment: Jim Irish indicated that in the Spring at an ERC meeting it was determined that a joint BOF/BOE meeting would be scheduled early on in the budget process. He hopes to see that at the beginning of the budget process.

2. Approval of the agenda: A motion to approve the agenda was made by Mr. Renninghoff and seconded by Mr. Willett.

3. Approval of minutes: A motion to approve the minutes of June 7, 2016 was made by Mr. Renninghoff and seconded by Mr. Willett.

4. End of Year Budget reconciliation SY2015-2016: Auditors will return on October 3, 2016 and will remain anywhere from 3-9 days. Revenue came in$5,000 below budget. Budgeted: $37,517,615. Actual: $37,512, 319. Local Receipts: budgeted: 1,250,988. Actual: $1,273, 423. Sub-total state/federal receipts: budgeted: 662, 330. Actual: 634,599. Total non-assessed receipts: budgeted: 1,913,318. Actual: 1,908,022.

   Monthly Financial Report: Mr. Melnik reviewed the monthly financial report. He discussed some of the variances including differences in the salary lines that were impacted by not filling vacant positions. Fewer staff members took insurance than we had budgeted for. We paid more than anticipated in transportation for TEMS. We budgeted for interns but were only able to get two last year. Special education transportation costs were higher than anticipated. Special education tuition was underspent this year.

   Expenses came in $868,142 or 2.3% under budget. Mr. Melnik reviewed for the committee a draft of a projected total budget given the current fund balance. There has been a concerted effort to gradually reduce the fund balance.

   Mr. Willett asked what causes the fund balance to go up and down. Mr. Melnik indicated that as a regional district we are able to take the excess funds from the previous year and apply it to the subsequent year's budget.

   Mr. Renninghoff reviewed the law that indicates that any surplus must be put back into budget. Discussion followed to further describe the fund balance. Mr. Yamartino described the process that Middlefield uses in order to move a surplus forward.

5. Review of Draft Budget Calendar SY2017-2018: Mr. Melnik reviewed the budget calendar including a scheduled Board of Finance, Board of Education, Board of Selectmen retreat at the beginning of November prior to the Superintendent's presentation of priorities and parameters at the November 16th Board of Education meeting.

6. Audit Update: The audit report will be completed and shared with the Board of Education at the beginning of December.

7. MTA: We had to buy a van for MTA because what we had did not pass inspection. MTA will likely to see revenue of $200,000 this year. Mr. Melnik and Dr. Veronesi described the program and the types of services that are provided to the students who attend the program.

8. Public Comment: None.

9. Adjournment: Motion to adjourn at 6:50 p.m. made by Mr. Willett, seconded by Mr. Renninghoff. Meeting was adjourned at 6:50 p.m.