

KIRTLAND BOARD OF EDUCATION
FINANCE COMMITTEE
October 16, 2015

The Finance committee meeting was called to order at 7:05 AM in the Kirtland Board of Education building. In attendance were Mr. Meyer, and Mr. Solnosky. Superintendent Steve Barrett and Treasurer Daniel L. Wilson were also present

Mr. Cosgrove joined the meeting via telephone at 9:11 AM.

Mr. Meyer move seconded by Mr. Solnosky that the minutes of the October 19, 2015 meeting be approved as presented. Roll call: Ayes: Mr. Meyer, Mr. Solnosky.

At this time Treasurer Daniel L. Wilson presented a summary of the monthly financial activity for October. Mr. Wilson indicated that both revenues and expenses were performing at expected budgeted levels. Mr. Wilson noted that the general operating fund summary now reflects the forecasted 2015- 2016 fiscal year data.

At this time Mr. Wilson reviewed the food-service operational finances through October and indicated that expected receipt of federal reimbursements and billed expenses through October have been included although they've not been received or actually paid. Revenues are lagging slightly compared to the same point in time last year however expenses show a reduction of \$27,266 the current deficit is \$15,478 less than at the same time period last year.

At this time Mr. Wilson reviewed a resolution to be presented to the Board for consideration next week to appropriate \$4,525,000 to the bond retirement fund to allow for proper booking of the purchase of outstanding 2006 and 2007 bonds and the issuance of replacement bonds. The net effect to the district is an offset of revenue against expenses and will finalize the refinancing which is saving the taxpayers of the district over \$236,000.

At this time Treasurer Daniel L. Wilson reviewed the process for pursuing a renewal of the current 1.1 mill permanent improvement levy. The deadline for the March election is a filing no later than December 16, 2015. Superintendent Steve Barrett shared some input that was received from the West Geauga School District concerning a renewal request in their district. Following comprehensive discussions on the option of requesting a renewal for an additional five year period of time or for a continuing period of time, the committee determined to recommend to the Board of Education that a renewal of the current 1.1 mill permanent improvement levy be pursued for a period of five years at no increase to the taxpayers. It was determined to set a special board meeting date for the second and final resolution; the proposed dates were December 8 which is the student achievement committee date or December 14th which is the next finance committee date.

At this time Treasurer Daniel L. Wilson reviewed and recommended that the Board of Education participate in the Ohio Checkbook.com program, the committee agreed with the recommendation

and directed Mr. Wilson to pursue notification to the State Treasurer's office and implementation of the program which will place the school districts checkbook on the Ohio Treasurers website in addition to being posted on the school districts website.

At this time Treasurer Daniel L. Wilson reviewed the enhancement to the five fiscal beliefs that have been used in the development of the 2015- 2016 appropriations and the October forecast. The committee agreed with the preamble that emphasizes the commitment to transparency and directed that the fiscal beliefs be used in future fiscal management of the district. The five fiscal beliefs are a more formal declaration of the finance committee and Board of Education's prior fiscal management of the district.

At this time Treasurer L. Daniel Wilson followed up on a request from the October meeting to review the payment process for ticket takers and other workers at athletic events. Mr. Wilson confirmed that all payments are made through the school district, if the worker is currently a school employee payments are made through payroll and if the workers are nonemployees, payment is made on a vendor check.

At this time Superintendent Steve Barrett and Treasurer Daniel L. Wilson updated the board on the food service program progress to date including a discussion on how to increase participation and how to manage the issue of microwave using the cafeterias. Mr. Barrett indicated that he is in discussion with the building principles and Jeni Lange on additional promotional activities.

At this time Superintendent Steve Barrett updated the committee on the status of the parking lot repair as a result of the sinkhole outside the elementary school.

At this time Superintendent Steve Barrett updated the committee on the Straight A grant carryover funds and indicated that as a result of the combined efforts of the Straight A Grant consortium, less funds will need to be dedicated to professional development by the individual districts and that there will be opportunities to redirect some of the carryover funds for the purchase of student devices.

At this time Mr. Solnosky opened the floor for public comments and questions.

A comment was offered concerning the format of the September Board of Education agenda as it related approval of special-education vendors. It was indicated that some parents felt that the vendor listing might lead to individual identification of students within the district. Superintendent Steve Barrett responded and indicated that a review of the agenda format would be conducted however that there are certain audit requirements and informational needs that the Board of Education has requested prior to authorizing school district contracts. An additional comment was made about the activities of a major support group that has acquired \$1500 to donate to the school district. It was recommended that the parent group request the Board of Education to use certain spending guidance for the funds and that they be placed in a segregated fund for the intended purposes.

The committee also had extensive discussion on tabled Board of Education policy 7510 Use of School Premises.

At this time Treasurer Daniel L. Wilson requested committee input for agenda items for the December meeting. The committee requested that the focus be on healthcare cost containment, building and grounds future plans, and the development of a custodial plan. The committee also requested an update on the technology plan and to begin discussions on future negotiation preparations. The committee also requested follow-up information on the school district athletic budget with details on revenue sources and amounts as well as expenditure by major category and sport. The committee discussed whether or not organized and unorganized group use of the facilities would require an additional insured insurance policy and whether or not the development of a user waiver form would be appropriate. It was agreed this item will be carried over to the December meeting. There was also a request for a summary of the full-time equivalent staffing positions for the food service program be provided for the last three years.

There being no further business before the committee, Mr. Solnosky moved, seconded by Mr. Myer that the meeting be adjourned. Roll Call: Ayes: Mr. Meyer, Mr. Solnosky

The meeting was adjourned at 9:19 AM