

Joint Meeting of  
REGION #9 BOARD OF EDUCATION  
And the FINANCIAL ADVISORY COMMITTEE  
January 25, 2011  
Meeting Minutes

Region 9: Abrams, Gombos, Hocker, Karvelis, Lewis, Logie, Shapiro  
Financial Advisory Committee: Gold.  
Administration: Cicchetti, Sullivan  
Others: two members of the community

Mr. Lewis called the meeting to order at 6:37 pm in JBHS Media Center

**CENTRAL OFFICE BUDGET**

Mrs. Sullivan reviewed the proposed budget for Central Office. The proposed budget includes no change in Superintendent position salary, a placeholder of 3% increase for Assistant Superintendent & Director of Finance and Operations, and a 2% increase for the nine support staff, differentiated for two staff members. [Note that these are placeholders only and will be subject to future negotiations.] The proposed budget totaled \$1,599,102 for a 2.26% increase over current budget.

Reduction: Mrs. Sullivan recommended a \$12,000 reduction in the Health Insurance line item, based on more recent data. The reduction reduces the budget to \$1,587,102, or a 1.49% increase.

Discussion of line items followed.

- Payroll service versus in-house service: Mrs. Sullivan stated that she explored outsourcing this function and due to the complexity of the schedules and contracts, it would not be efficient or cost-saving to outsource the system. In addition to payroll services, the staff also tracks personal days, sick time, etc.
- Succession Planning: Mrs. Sullivan stated that most of the Central Office is cross trained. In addition, task manuals have been developed.
- Disaster planning: all data are backed up to a server at another school on a daily basis; in addition, a portable backup is done daily and taken off site weekly.
- Level of staffing: Mrs. Sullivan noted that it is difficult to compare the district with other DRG A systems. Many districts have centralized full time employees for facilities management, technology management, transportation and human resources. Dr. Cicchetti added that he is finalizing a report of structures for other regional systems and will have more information at a later date.

**PRELIMINARY DISCUSSION OF 2011-2012 OPERATING BUDGET**

The administration proposed budget for 2011-2012 was reviewed. Budget drivers result in a proposed budget increase of 2.7%. Mrs. Sullivan added that there have been four announced retirements.

**2010-2011 OPERATING BUDGET YEAR-TO-DATE UPDATE**

Mrs. Sullivan reported expenses are tracking as expected, with the exception of snow removal. The winter storms and snow removal costs are above budget and increasing with each storm. In addition, an issue with the boilers is being addressed.

**BOARD MEMBER COMMENT**

Mr. Logie suggested that Mr. McMorran schedule graduation June 24, to allow for additional snow days in the schedule. Dr. Cicchetti noted that several days are being considered for graduation. [Since senior finals are a week earlier than finals for other grades, senior finals should be over by June 20<sup>th</sup> - as a result, it is prudent to lock in optional graduation site dates for approximately June 20, 21, 22. Therefore, Mr. Logie withdraws his recommendation regarding 6/24]

ADJOURNMENT

**Motion: move to adjourn the meeting. Shapiro, Karvelis Approved. Unanimous.**

The meeting adjourned at 7:19 pm

Respectfully submitted,

Thomas Logie, Board of Education Secretary

Recorded by Mary Maday