

CARLYNTON SCHOOL DISTRICT
Finance Committee Meeting
January 16, 2018
Carlynton Jr.-Sr. High School Cafeteria– 7:00 pm

MINUTES

The meeting was called to order at 6:46 pm by Superintendent Dr. Gary Peiffer. President Jim Schriver, Vice President Joe Appel and Directors George Honchar, Christine Simcic and Kelly Zaletski were present for the meeting as well as William Reilly (Business Manager), Dr. Rachel Andler (Director of Special Education and Pupil Services), Ed Mantich (Curriculum and Data Coordinator) and Bill Andrews (Solicitor).

Dr. Peiffer began the meeting by introducing Steve Neidenberger from the certified public accounting firm of Hosack, Specht, Muetzel and Wood. Mr. Reilly distributed copies of the June 30, 2017 Finance Statement (audit report) to board members.

Mr. Neidenberger called attention to several pages and exhibits within the 71-page document that included the fund balance, the food service fund, the schedule of revenues and expenditures and GASB68. Mr. Neidenberger said the finance statement received a clean review. The audit noted a \$211,955 decrease in the fund balance with an ending fund balance as of June 30, 2017 of \$2,599,505.

Mr. Reilly then distributed two documents, a 2016-2017 Budget to Actual Expenditures Analysis (**Attachment I**) and 2018-2019 Budget Work Papers. (**Attachment II**)

Referring to the 2016-2017 Budget to Actual Expenditures Analysis, Mr. Reilly noted five columns and explained that numbers in red and highlighted in yellow ink indicated a significant negative variance. He called attention specifically to Purchased Services under Special Education Programs, noting a negative variance of \$562,390.71. The amount was not appropriately budgeted in the past. Dr. Rachel Andler said the figure was the amount paid for out-of-district placements. Over the years, she has witnessed a slow and steady increase to this number despite attempts to limit outplacements (some are necessary due to physical and/or emotional needs). Mr. Reilly said he will adjust the 2018-2019 budget so the budgeted amount for this and other line items is more aligned with what is being spent.

Mr. Reilly then directed attention to the 2018-2019 Budget Work Papers, explaining the school district must have a proposed preliminary budget available for public inspection by January 25, 2018. Within the work papers, Mr. Reilly proposed an \$830,058 increase in expenditures for the 2018-2019 budget, given the board's ability to pass a motion to exceed the index, re: the Act 1 referendum exception.

A recommendation was made to adopt a "proposed preliminary budget" on February 12th by calling a special meeting at 7 pm. The meeting could be held in conjunction with the scheduled executive session.

The meeting adjourned at 7:14 pm.