

**Scarborough Public Schools**  
**MEETING NOTES**

**Group/Team:** School Board Finance Committee

**Date:** 1/7/2016

**Start Time:** 5:45 p.m.

**End Time:** 6:30 p.m.

**Members Present:** Jodi Shea, Chair; Christine Massengill, Cari Lyford, George Entwistle, Jo Anne Sizemore, Kate Bolton

**Others Present:** Donna Beeley (SB Chair), Jackie Perry (SB), Chris Caiazzo (TC Liaison)

**Next Meeting:** February 4, 2016, 6:00 p.m.

**Joint meeting with Town Council Finance Committee:** January 14, 2016, 2:00 p.m.

**Distribution:** School Board

Post to web site

| Notes/Action   | Responsibility  | Timeline                                     |
|--|---|--|
| <p><b>Finance Committee goals:</b><br/>The Committee reviewed their updated goals document and noted revisions to last year's list. The updated goals were adopted by a vote of 3-0.</p>   | <p>Kate will email new goals document to full Board &amp; Leadership Council, and post to Finance Committee web page.</p>   | <p>A.S.A.P.</p>                              |
| <p><b>Budget calendar/joint meetings:</b><br/>Jodi reported that she has been working with Shawn Babine to map out joint meeting dates for the Town and School Finance Committees. The first meeting will be next Thursday, January 14, at 2:00 p.m. The Committee reviewed the latest draft of the joint Town/School budget calendar and made some edits for clarity.</p> | <p>Kate will share latest calendar revision with full Board tonight and with joint meeting attendees via email.</p> <p>Budget calendar to be adopted by joint Finance Committees.</p> | <p>A.S.A.P.</p> <p>At January 14 meeting</p> |
| <p><b>Budget metrics:</b><br/>The Committee brainstormed suggestions for effective metrics to share and make use of during budget development conversations. Some ideas were:</p> <ul style="list-style-type: none"> <li>• Per pupil spending compared with other districts in Cumberland County;</li> </ul>   | <p>Committee will bring suggestions to joint meeting for further discussion</p>   | <p>For January 14 meeting</p>                |

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|---|---|--|
| <ul style="list-style-type: none"> <li>• Comparison with other towns of % of municipal budget allocated to education;</li> <li>• Comparison of student-teacher ratios in Cumberland County districts;</li> <li>• Comparison of course offerings available to students in Cumberland County.</li> </ul>  |   |  |
| <p><b>Financial reports:</b><br/> Kate reported that the school portion of the audit is complete and handed out audit report booklets. The Town audit is still in progress and should be done by the end of this month. We will have a presentation from MacPage once everything is done.</p> <p>Kate delivered a financial statement for the 2<sup>nd</sup> Quarter of FY2016 and walked the Committee through some of the report details.</p> | <p>Kate will share the date for MacPage presentation as soon as it is set.</p> <p>Kate will present report highlights at the full Board meeting tonight; the financial statement will be posted to the school website and emailed to the Board and Leadership Council tomorrow.</p> | <p>February 2016</p> <p>1/7 &amp; 1/8/2016</p> |