

## Scarborough Public Schools MEETING NOTES

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

**Date:** 3/10/2016

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

**End Time:** 7:00 p.m.

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

**Others Present:**

**Next Meeting:** April 7, 2016, 6:00 p.m.

**Joint meeting with Town Council Finance Committee:** March 24, 2016, 2:00 p.m.

**Distribution:** School Board

Post to web site

Notes/Action	Responsibility	Timeline
<p><b>Recap of joint meeting with Town Council Finance Committee</b></p> <p>The Joint Committee met this afternoon – discussion points were:</p> <ul style="list-style-type: none"> <li>➤ <b>the Glossary of Terms under construction;</b></li> <li>➤ <b>Capital budget and how expenses are defined &amp; financed;</b> Need to clarify and communicate this discussion for the public since it is pretty complex. This will be easier after the FY17 budget is presented when we can look at real-world scenarios.</li> <li>➤ <b>Budget Forum planning;</b></li> <li>➤ <b>Fund balance use in budgeting.</b></li> </ul>	<p>Definition assignments clarified; review at next meeting.</p> <p>Identified as an important communication target for public outreach.</p> <p>Jodi, Shawn, George &amp; Tom will coordinate.</p> <p>Topic to be continued at next Joint Committee meeting.</p>	<p>Continue review at joint meeting on March 24.</p> <p>After First Reading.</p> <p>TBD</p> <p>March 24, 2016.</p>

<p><b>Audit update:</b></p> <p>Kate distributed full Town audit booklets, as well as a correction to the School small booklets already distributed. MacPage will deliver their audit presentation next Wednesday evening.</p>	<p>All School Board members invited to attend audit presentation.</p>	<p>Wednesday, March 16, at 6:00 PM in Council Chambers.</p>
<p><b>Budget development status update:</b></p> <p>Kate reported that the Level Services budget is complete with a few unknowns that will be solidified after first reading (Teachers' CBA under negotiation; Anthem rates due in April; Work Comp rates due in April; debt service update in May).</p> <p>Leadership Council has presented their requests for FY17 investment, resources that will help move toward their improvement targets. These investments added to Level Services create the Student Needs Budget which will be presented to the School Board.</p> <p>Finally, those investment requests are being reviewed and refined to determine those which are absolutely critical for next year, and which will be included in the Leadership Council's Budget proposal to be presented by the Superintendent on April 6.</p> <p>Our CIP budget proposal is heading for a final draft to be reviewed by the Central Office Leadership Team (COLT) next Tuesday. Adult Ed and School Nutrition budgets are also in development.</p> <p>Kate shared a draft sample section of the new budget narrative format which is currently under construction. Feedback was positive and we agreed that it was a good start – we can continue to refine the format to create the best possible tool for community understanding.</p>	<p>School Leaders continuing work in progress.</p>	<p>First product is Leadership Council's Budget proposal for April 6, 2016. Review process begins thereafter.</p>