

Budget and Finance Committee Notes
Thursday, August 20, 2009, 9:00 AM

Attending: Board Members Burke (by phone), Garrity, Liu, and Wetmore;
Administrators Duncan, Mikos and Petrizzo.

1. **2009/2010 Prime Time Rates:**

As part of the review of the Prime Time activity, a salary rate table was developed. This was necessary to introduce a more formal process and to bring Prime Time to a consistent treatment with other District activities. Prime Time is an enterprise fund and as such, is allowed to generate a profit, much like the Food Service Program. The most significant impact was to bring the salaries for the Camp related functions in line with the regular Prime Time activity.

2. **Student Admission – Athletic Contests:**

Randy Westrol conducted a survey of the Shore Conference schools to determine policies around charging admission to students to attend the athletic events. In the past, Holmdel has charged admission and a few years ago stopped the practice to increase attendance and school spirit. The survey showed that almost all of the schools charge admission. The committee discussed that particularly at Football games, students are simply dropped off at the game and left unsupervised by their parents. Mr. Westrol has recommended charging students \$2 to attend the athletic events. This does not require B&F or Board approval.

3. **2008-09 Fund Balance Update:**

The county approved our reallocation of funds to pay for paving work at HHS and replacing exterior doors at Satz. It is not clear if bids are required for the Satz doors as we may be able to purchase the doors on state contract. Michael is investigating this with SSP (District Architect of Record).

After completing the rollover of the books from 08-09 to 09-10, it appears we have \$700K from remaining extraordinary state aid and from cost savings. This is useable at the Board's discretion. The committee preliminarily discussed possibilities including tax relief, funding non-staffing currently unfunded budget requests ("wish list" items), and the upcoming premium increase in State Health Benefits Program (SHBP) which will hit in January(1/1/10).

Assuming constant EAV (assessed values), a 1 cent tax rate increase generates \$455K in revenue.

The SHBP premium increase of 25% is roughly estimated to have a budget impact of \$300K.

One new, high priority request is for \$50K plus for curriculum updates for pre-2004 curriculum guides. Steady progress has been made on this front for the past several years, but limited funds have prevented completing the work needed to get all curriculum areas onto a 5 year review cycle. This investment in curriculum work would accomplish that goal, which supports student achievement.

Some wish list items have already been funded via MCIA or other funding sources. Michael will update the meeting handout to reflect those changes.

Some of the wish list items discussed include:

Technology:	20 notebook computers (VS)	25K
	Balance of LCD projector (HS)	6.5K

Note: Projector is 50% funded by PTSO

Grounds:	Roof maintenance (Satz)	30K
Athletics:	Tennis court repairs	50K
	Restroom trailer (used) (Complex)	30K

Note: Tennis courts cracks are a safety issue. We now rent port-o-potties for \$7.2K per year.

The committee requested additional information on the tennis court repairs and restroom trailer. There was also discussion of renovating the HHS “warming kitchen” for use as the new Life Skills class room and the old Life Skills class room would be renovated as a faculty dining/common area, and as a meeting space. FEMA would fund much of the work because as an emergency evacuation site, we need additional kitchen space. The district would have to pay for HVAC work, estimated at \$20K. Other possible projects were discussed briefly.

Other Matters:

- Auditors arrive 9/29/09 to begin their field work for the audit of FY08/09
- Bid openings scheduled on August 20;
 - 10-07 Sound Field Systems
 - 10-08 Tablet PC’s
 - 10-09 Digital Mobil Video Systems

Next Meeting: TBD

Respectfully submitted,
Gerald E. Burke