

MINUTES
BUDGET ADVISORY COMMISSION
DECEMBER 7, 2011

Members Present:

Andy Clary
Amy Demboski
Shirley Nelson
Bill Webb

Bob Griffin
Greg Gursey
Mark Johnson

Guests:

MOA: Cheryl Frasca, OMB
Bill Starr, Assembly

ASD: Don Smith, School Board
Kathleen Plunket, School Board
Crystal Kennedy, School Board
Carol Comeau, Superintendent
Chad Stiteler, CFO
Marie Laule, Budget Director

1. Meeting called to order by Chair Clary

2. Roll Call: 6 members present

Steve Hartung is excused.

Liz Vasquez is absent.

3. Approval of Agenda – approved, no objections

4. Approval of November 2, 2011 regular meeting minutes - approved, no objections

5. Reports:

a. *Assembly* – Bill Starr -Budget passed last night. With amendments budget was increased by \$500K. Specifically due to Parks & Rec increase and the healthcare shuttle. Discussed ASD upcoming budget review, and showed BAC last year's budget. (proposed financial plan and 10 yr capital improvement plan) A discussion took place regarding the involvement of the principals of multiple schools.

In ASD's budget a lot of reallocation takes place as it pertains to how the state funds, or how personnel are transferred. (Described as response of needs, and in response to how dollars

are allocated). Mr. Starr recommended for members to look at the resources and watch out for consistency and data verification.

Public hearings were condensed with utility, capital, and overall budget into joint public hearings. With ASD it would be helpful if budget and CIP could move at the same time. BAC members were thanked for their involvement with the budget process.

Lastly, it was recommended that the budgetary guidelines document, which was previously passed by the Assembly, be considered by the BAC. The commission may want to weigh in on the resolution. (Cheryl will email it out/ Chad thought he provided it last meeting)

b. OMB – Cheryl – Pg 5 of today’s packet: total spending with Assembly amendments reflects continuation spending was increased by 2.04%. The Mayors education summit took place and was very successful. Those interested can go to muni.org to view speakers; community dialogue starts in February.

c. ASD – Crystal Kennedy—Spoke on this year’s budget packet that will be provided; people will have access to cd’s with the information on them. This year’s information will have a lot of narrative that will help augment the discussion and the information that is presented.

RE: Budget—many things in the district are fluid and money fluctuates with respect to allocation. 10 yr capital improvement plan—they have reorganized the capital advisory committee it will be reflected in future documents. The CIP improvement plan isn’t a “bible” it’s just a starting point.

Chad Stiteler— The Assembly approved capital improvement bonds to put on the ballot; total just over \$59 million. ASD has revised all financial reports provided to the board and to the public. This coming Monday’s meeting will begin with the new format. Reiterated how changes in the budget come about (state funding/ per student allocation money based on enrollment).

Budget changes are reflected in treasurers report (the initial budget isn’t changed). They have tried to renew and make the treasurers report more user friendly; feedback on the document is welcome. It is currently on the website and can be found in the agenda of this past Monday’s meeting; it is an item under the Superintendent’s report.

Discussion took place regarding budget reports and timing - 6yr financial plan doesn’t go to the school board at the same time as the budget// when the budget is approved then the fiscal plan// historically sent to the assembly at the same time.

Value based budget: 2nd yr following that format will be available on a disc. Details from the directors are due at the end of December. ASD doesn’t think we can get the info by our next meeting, but they will try to get the information as soon as possible. The intent of the process is to better show the process that the district uses to make deficit reductions. ASD hasn’t included the basis for the decisions, but now is trying to give more detail and what programs are occurring

in the district and a better idea of what is used in making these decisions. Basing priorities off of other school districts, performance indicators, etc.. identifies where “we fall out” in comparison. They have data used to evaluate the business aspect of ASD, but do not have this data when it comes to instructional programs. This year they are trying to evaluate the data available as it pertains to each instructional program. ie activities – studying those who participate in after school vs those who don’t – will cutting afterschool sports affect future kids performance

The district is looking at cutting \$18 million out of their budget.

Jan 25th and 26th between 9 am and 4pm will be the sessions to discuss the ASD budget. Budget documents will be put out on or near the 18th of January and ASD encourages BAC members to attend.

Feb 1st will be the first public hearing for the budget at 5pm, the second and final will be Feb 9th at 5pm. Amendments are usually addressed the 2nd meeting.

Superintendent—these are televised and a disc can be provided if BAC members cannot attend. Go to the website and budget recommendations can be made in many different venues. There is an adopted final version can be made available to BAC members.

Bob Griffin- Raised a few questions specifically about \$50K exempt purchases which came out to \$750K in item. The question was asked if there is a list of items that we can look at; Chad will look into it. The explanation was given that procurement between 2K and 50K has a semiformal process. The purchasing department (with superintendent) has sole discretion on those purchases. They do go through a competitive process. Purchases under \$2k a “p” card system is going to be implemented.

How does the competitive process work? For example a contract for \$450K to Sylvan learning... It was explained that this is a supplemental services required by no child left behind and does not go out to bid; instead, the provider is just picked from a list of approved “state people.”

6. Department Assignments:

Because of the short timing it is unlikely the BAC will have the opportunity to individually interview departments outside of the ASD sanctioned two day budget sessions.

7. ASD Budget Subcommittee:

Greg hasn’t gone. Bob has met with Chad, Shirley has gone to some schools and is trying to coordinate going to East High School (possibly with Chad). Shirley has raised a question as to why there are 5 principals at this school.

Strategy to view the ASD budget: Bob would like us to form groups and visit two or three schools. He suggests that it would be a good idea to look at schools that are demographically

similar, but have scores that may have anomalies. We should make sure we are focusing on how the information relates to budget (refer to handout page 7).

ASD – is concerned growth isn't reflected and recommended to ask principals what growth they are seeing. The Superintendent cautioned members that December may not be a good time because of finals and suggested early January would be a better time. The superintendent questioned the statistical data compiled by Bob and how it was calculated.

Crystal- It's great to visit schools, but isn't sure how much time they can devote to this process.

Chair- Recommends the subcommittee get together and finalize the questions for next meeting. The Superintendent suggested that she will facilitate distributing the questions and coordinating with principals.

Superintendent offered to set up an opportunity to educate the committee on special ed if there was a desire to learn more about this facet of ASD.

We may need to set up a schedule of members to attend the ASD work session.

Jim Bailey may be able to be there the full time. Shirley, Greg, Bob and Amy suggested they may also be able to attend some of the meetings.

Cheryl – recommended we ask the questions that are important to the BAC; these questions should reflect a citizen's perspective and what value the tax payer is getting for the money spent.

Crystal commented that many school board members and superintendent are willing to sit down and talk with us about education and the programs that are going on.

8. BAC Member Comments:

Chair- we will come up to a list of questions and will split up into schools at the next meeting. School interviews should be done prior to the two day meeting.

There was a conversation among BAC members about the types of questions to be asked, and the timing in which the budget is presented and the short window in which to review it.

9. Upcoming meeting dates

- **January 4, 2012 at ASD**
- **February 1, 2012 at ASD**

JANUARY – MARCH BAC MEETINGS WILL BE HELD AT THE ASD FACILITY.