

Finance Committee Meeting
Thursday, June 14, 2018
7:00 p.m.

Present:

Louis Schwartz	BOE Member
Robert Reiser	BOE Member
Ron Clamser	Asst. Superintendent
Lisa Brady	Superintendent

1. Audit Committee Request

Following language will be inserted into current policy/regulation for budget transfers:

For those rare instances when a non-typical accounting transaction, budget transfer, or journal entry is necessary that may require approval from the Board of Education, the Assistant Superintendent for Finance, Facilities, & Operations, in close collaboration with the Superintendent, will consult with the External Auditor and School Attorney and, when applicable, the Bond Counsel to ensure compliance with all regulations, best practices, and appropriate internal controls.

2. Discussion on Investments/Interest Earnings

Ron was able to pull some quick information and shared a Weekly Cash Report (as of June 11) with the Committee. With interest rates going up, the Committee discussed making sure that we are making the most that we can on our investments. Ron will pursue strategies to maximize interest earnings within the regulations and update the Committee regularly.

3. Tax Certiorari/Fund Balance

Ron went through and verified our current tax certiorari claims with attorney Marc Scharff from David Shaw's office. We currently fund our tax certiorari reserves at 55%. The Committee is going to look at some historical data to see what we have actually been paying in tax certiorari settlements to determine if we need to continue to fund at 55% or can we use a lower percentage (David Shaw suggests 40%). The 2017-2018 reserve will still be funded at 55% as has been our practice.

The Committee also discussed the current Unassigned Fund Balance as well as Excess Revenues and Unspent Expenses as of May 31, 2018. Based on the discussions with the Committee, the

Committee recommends funding the projects shared with the BOE at the June 12th meeting including:

- Upgrade Phone System
- Repairs to the MS/HS Piano
- Curriculum Materials
- Maintenance Projects

As already mentioned, the 2017-2018 Reserve for Tax Certiorari will be funded at 55% which is \$1,253,029 and the Unassigned Fund Balance will be funded to the 4% level which is \$1,791,878. Any additional funds available at year end will be allocated to the Reserve for Retirement and the Reserve for Accrued Benefit Liability.

4. 2018-19 Finance Committee Schedule

The Committee discussed establishing a schedule/timeline for next year's Committee meetings to include some of the following items for discussion by the Committee:

- Borrowing Schedule/Capital Projects/Debt Schedule
- Tax Cert Forecast
- Budget Cycle - philosophy (big assumptions)
- Capital Planning
- 5 Year Projection
- Investments and interest earnings