

**BFCCPS Finance Committee**  
**Meeting Minutes**  
**4/25/13**

Attendees: Jerry Cimmino, Heather Zolnowski, Joe Perna, Matthew Dunlap, Joe Mullen, Don Tappin, Tim Tracy, Suzanne Graham, Pat Fairbanks

*8:10am meeting began*

**Discussion on FY14 Budget**

- Jerry gave a brief summary of the highlights on the FY14 draft budget and specific discussion points
- Discussion on the payroll estimate – the budget estimate remained relatively flat from prior year. Jerry requested the most current FY13 forecast number in the budget proposal. Heather noted that the payroll expense included an across-the board 2% raise for faculty and staff with a couple of exceptions. Due to savings resulting from the replacement of certain positions, the budgeted 2% raise was included without having to significantly increase payroll expense from FY2013. Jerry noted that there is some risk with a structural salary increase (v. a one-time bonus) (increases built into the existing payroll structure) when it comes to budgeting in future years since there is no guarantee of increases in the tuition reimbursement rate.
- Suzanne gave an update on the HR Knowledge issue. Joe Mullen mentioned this issue due to a drop in the budget line item for FY14. The numbers from HR Knowledge are being constantly monitored. Suzanne noted that the HR Knowledge response time when she brings up issues is not great and does not have 100% confidence in HR Knowledge going forward.
- Discussion on Tuition – The new projected per student reimbursement is \$9,841. Jerry noted that even with the increased reimbursement rate, he would like to keep the current rate for the budget.
- Discussion on Math textbooks – The new expense on the FY14 budget for new math textbooks was discussed. Heather explained the reasoning for needing new math textbooks next year. The curriculum needs to be aligned more with the Common Core philosophy and there was a 40%-50% gap that needed to be filled in order to align the curriculum. Heather noted that 10k of the cost of the new books will be drawn from this year's reserves. Jerry noted that on the budget it needs to be broken out as 31k as an expense and 10k from reserves.
- Discussion on Technology budget – Joe Perna gave an overview on the Technology budget for next year. At this point the plan is to use 27k of the reserves from FY13 to help fund the technology budget for next year. Jerry asked Suzanne to update the budget amounts to accurately reflect the amount of money that has been spent on technology for FY13. Some of the details on the new technology purchases:
  - Grades 2-4 purchasing additional netbooks
  - Grades K-1 purchasing I-Pads
  - Epson Projectors

- Server replacement
  - Grades 5-6 purchasing Cloud Printers
  - Grades 5-8 purchasing additional Samsung Chromebook cart
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- Joe Perna discussed some future possibilities for technology upgrades that would not impact the budget going forward as they would be included in existing line items in the budget each year; replace and repair funds for the new technology as an example. Joe Perna also discussed the details of the Technology Consultant line item on the budget.
  - Jerry asked that the budget be finalized during the next Finance Committee meeting so that it can be presented to the board on May 9th

*Meeting adjourned at 9:27am*