

Olean City School District
Audit and Finance Sub Committee Meeting
Thursday, January 18, 2018
410 West Sullivan Street
Board Room
12:00 p.m.

Present: Rick Moore Mike Martello – via phone
Aaron Wolfe Mary Hirsch-Schena – via FaceTime
Janine Fodor Michiko McElfresh
Vicki Zaleski-Irizarry Kathy Elser

Guest: Brian Crawford
Chuck Bastian and Melissa Kirkland – Bernie Donegan, Inc.- via phone

Videoconferencing: Bolivar-Richburg Central School, Classroom 314, 100 School St., Bolivar, NY 14715 and the Olean High School Board Room, 410 West Sullivan Street, Olean, NY 14760. The public was invited.

Grade Level Chairs/Instructional Coaches

- Brian Crawford gave a presentation regarding the need for elementary grade-level chairs

Future borrowings

- Chuck Bastian and Melissa Kirkland from Bernie Donegan, Inc. discussed existing and future debt services for capital projects; local share for future building and bus debt services

Cafeteria Profit and Loss 12/31/17

- Kathy noted that the P&L does not accurately reflect the Management expense as the billing is two months behind due to the change in Sodexo management
- Meal participation continues to grow

Cash Flow through 12/31/17

- Kathy noted the cash flow statements reflects “actuals” through December 2017
- Will be updated when Tom Potter submits the BOCES information

Amendment to the Flexible Spending Program with Sieba

- Kathy reviewed the amendments to the plan regarding the “flexible spending account” – carry over
- Amendment will be placed on the next BOE agenda for approval

Update on the 18-19 Budget Development

- Kathy noted the preliminary budget has not been send out yet because there are so many variables
- Kathy discussed recently ratified OTA contract reflects an increase in the hourly rate (from \$23 per hour to \$30 per hour) for tutoring, monitoring, summer school, etc. – the teachers that work the Community Schools Summer STAR program will make \$30 per hour and this increase was not budgeted for by Nick Patrone, nor does he have additional grant money to cover the increase

- PEP Grant – the district is no longer getting grant money, however, Maria Brooks, would like to see the activities continue (cooking classes, weight room coverage after school, morning activities, kayaking, ski zone, archery, lazer tag, adventure camps, etc.)
- Internal Claims Auditor pay
- Community Schools staffing
- Adding an additional transportation run
- Bus purchase – wheel chair bus
- Health insurance premium – 6% increase
- TRS – 1% increase
- ERS – slight change
- Utilities costs
- Tax levy – 0%

Janine noted that she would like the district to review BOCES services and the cost for such services; Mr. Moore noted that he has already begun conversations with Tom Potter and Lynda Quick

CN Desk Audit – no discussion

Meeting ended at 1:15 pm

Next Meeting: February 15, 2018