

Olean City School District
Audit and Finance Sub Committee Meeting
Thursday, February 15, 2018
410 West Sullivan Street
12:00 p.m.

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

CN Desk Audit

- Kathy noted an audit is being done by Child Nutrition; requested information has been submitted; she is aware of a few findings; site visit will occur in May

Public Relations

- Mr. Moore discussed the need for “positive” press/image for the district; OCSD students and staff do such great things and it needs to be conveyed to the public
- Janine noted Olean’s tax base is declining – we need to encourage more people to move to/live in Olean
- Mr. Moore is exploring options (Program Specialist/AmeriCorp)

2017-18 Cleaner Review

- Kathy proposed changing 10 month cleaners to 12 month and part-time cleaner to full-time

Update on Fiscal Stress Designation

- “No Designation” for the OCSD

Cafeteria Profit and Loss through January 31, 2018

- Kathy noted that the Sodexo Management billing is now up to date
- Three (3) Food Service Helper positions were created and filled; hour were increased from 4 to 5.75 for four (4) Food Service Helpers
- Breakfast and lunch meal participation is up from the previous year

Cash Flow through January 31, 2018

- Kathy reviewed the cashflow through January 2018; the district is in a good financial position

Update on 2018-19 Budget Development

Kathy reviewed the following:

- Reserve Analysis
- Draft Budget with proposed personnel changes
- Draft Tax Levy Calculation

State Aid Analysis

- Kathy reviewed per the Governor’s runs January 17, 2018

Other

- Kathy reviewed the Four Year Financial Plan
- Janine would like BOCES services reviewed
- May voter proposition – Capital Reserve Fund

Meeting ended at 1:00 p.m.

Next Meeting: March 15, 2018