

Olean City School District
Audit and Finance Sub Committee Meeting
410 West Sullivan Street
Monday, June 25, 2018
12:00 p.m.

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

Guest: Kevin Fisher - Sodexo

May 31, 2018 Cafeteria Profit and Loss

- Kathy noted expenditures through April
- In June there will be two months of expenditures and only one month of revenue
- Net Profit will be less than last year

2017-18 Cafeteria Child Nutrition Review Summary

- Kevin and Kathy discussed the results of the NYSED Administrative Review conducted on May 8th and the action that have been or will be taken
- Kathy noted the Wellness Policy will be reviewed this summer
- Other topics of discussion: Canicle Farms (buy local), GAP certification for farmers, the Veggie Mobile

2018-19 Sodexo Contract

- Kathy recommended the Sodexo contract be extended for another year (2.2% CPI increase); will be placed on upcoming BOE agenda
- Will explore pros and cons of self-operating management versus outsourcing management

2018-19 Cafeteria Budget

- Kathy noted that salary expenditure increased due to contract as well as having to increase staffing and staffing hours

2018-19 Cafeteria Staffing

- Kathy's proposal for 18-19 school year: Sodexo manager currently works 10 months, Kathy would like to increase management to 12 months; create soup and salad bar at HS for students and staff; create breakfast cart in HS lobby; increase breakfast participation at HS; have more food demos to get students; bring in BOCES culinary arts students to give food demos; and increase catering; need a full-time Cook Manager position (including insurance)

Kevin Fisher exited the meeting at 12:30

Cash Flow through May 31, 2018

- Kathy noted that the district will end the 2017-2018 in good financial standing

GASB 75 Interim Actuarial Report

- Kathy reviewed the report; will be placed on the next BOE agenda for acceptance

Update on Building Budgets and ESSA Reporting

- Kathy noted that public schools are now required to report building by building; working with Questar regarding the reporting requirements

Fund Balance Projection, Capital Cash Transfer and Reserve Discussion

- Kathy discussed General Fund excess revenue, Reserve Funds, and a transfer to the Capital Fund; resolution is on the June 26th BOE agenda

Other

Building Condition Survey – prioritize items the district would like to have done

School Physician – BOCES RFP – awarded to Olean Medical Group

Motion by M. McElfresh, seconded by M. Hirsch-Schena, to go into Executive Session at 12:55 pm to discuss contract negotiations.

Motion by M. Martello, seconded by J. Fodor, to exit Executive Session at 1:00 pm.

Meeting adjourned at 1:00 pm.

Next Meeting: July ____, 2018