

Olean City School District
Audit and Finance Sub Committee Meeting
Board Room
Thursday, August 12, 2021
4:00 p.m.

Present:	Rick Moore Aaron Wolfe Mary Hirsch-Schena	Jenny Bilotta Paul Hessney Janine Fodor – ZOOM
Observer:	Julio Fuentes – ZOOM	Ira Katzenstein – ZOOM
Guest:	Marc Friends	

Cyber Insurance Requirement for Vendors from Utica National

- Jenny Bilotta and Marc Friends reviewed the handout
- Marc noted he reached out to 12 vendors to see if they had cyber insurance; 6 responded “yes” they have between \$1,000,000-\$3,000,000 in coverage
- Janine recommended the district require certain vendors have cyber insurance; recommended a policy be devised regarding such; vendors using student data should also have to sign an AUP; district needs to provide training to providers
- Vendor agreements that have already been approved will have to be modified; Janine will draft language; will approve at the August 31st BOE meeting
- Cyber security/data breach training for staff

Marc exited the meeting at 4:16 pm.

July 2021 General Fund Cash Flow

- Jenny noted there is not much cash flow during the months of July and August
- No health insurance bill received in July

Café P/L

- Jenny reviewed the June 2019, June 2020, June 2021 P&L
- Management Expenditure is 0 due to managing the program in-house
- Will use a portion of the profit to purchase some new equipment

Farm to School Grant

The District will be meeting with Cornell Cooperative Extension to discuss whether or not they may be able to assist the District with a Farm to School Educator.

21-22 Café Budget

- Jenny noted salaries will go up approximately 6% due to the ratified OESPA contract and Cafeteria Manager being a 12-month employee
- Need to purchase new coolers for the HS
- Food and delivery costs have increase
- BOE to approve meal rates at the next meeting
- Expect a higher reimbursement meal rate

20-21 Budget Transfers

- Jenny is preparing budget transfers over \$50,000 for board approval; she will send to the board once it has been finalized

20-21 Substitute Rates

- Jenny presented the district's current sub rates compared to component schools
- Recommended by committee for BOE approval
- Retired district teacher - \$165 per day
 - Certified teacher - \$125 per day
 - Bachelor Degree/Non-Certified teacher - \$110 per day
 - Non-Certified Teacher - \$95 per day
 - Long-Term Sub Teacher - \$135 per day

Projected 20-21 Fund Balance (updated from June Meeting)

- Jenny discussed the projections; previously reviewed in June; percentage reduced due to OTA MOA; will end up with a 4% fund balance

BOCES Lease Agreements and Supportive Service

- Jenny noted that she has not received from BOCES; will send to committee when she receives them

Transportation Contracts (if finalized by then)

	<u>2020-2021</u>	<u>2021-2022</u>
Hinsdale	\$111,375	\$117,960
Portville	\$709,000	\$740,511.68
Portville-Field Trips	\$75,000	\$77,000

- 2 students per seat; must wear mask; 3 students per seat if from the same household
- Will enforce mask mandate
- Jenny noted it may be necessary to contract with CORVIS to transport foster students
- Jenny discussed a review of the district's transportation program (out sourcing versus in-house);
- costs are continuously going up due to increasing demands of the district for transportation

CRRSA (2 years) Budget and Expenditure Update

- Jenny reviewed the \$2.8M budget per Janine's request (budgeted versus expenditures to date)
- Discussions:
 - Expanded AIS Teachers – what are they doing?
 - After School – need to have a plan; focus on academics not babysitting; need an MOA – identify expectations
 - The committee recommended that the After School Plan be presented at the August 31st BOE meeting – Mr. Moore will ask Jen Mahar and Marcie Johnson to attend
 - A meeting is scheduled with the YMCA to discuss its grant and program
 - Summer special education program went extremely well
 - The application was due on June 30th and the District has received preliminary approval, just waiting on the Department of Budget to release the funding

- Money has to be released by December 2021

ARP Budget Planning

- \$6.4M
- Focus on learning loss
- August 31st is the application deadline
- Working document/budget will be modified
- Final plan will be presented at the August 31st Board of Education Meeting

Other:

- Mr. Moore noted that eventually Nick Patrone will be retiring; need to determine a potential replacement

Meeting adjourned at 6:00 pm.

Next Meeting: Thursday, September 16, 2021 at 4:00 pm