

Olean City School District  
Audit and Finance Sub Committee Meeting  
410 West Sullivan Street  
Thursday, August 20, 2020  
12:00 p.m.  
Board Room and via ZOOM

Present:      Paul Hessney                      Andrew Caya  
                 Janine Fodor                      Rick Moore  
                 Aaron Wolfe                      Vicki Zaleski-Irizarry  
                 Jenny Bilotta

Observer:      Mary Hirsch-Schena                      Kelly Keller – via Zoom

Paul requested the following item be added to the agenda:

#### Overview of budget scenarios

- Jenny reviewed the Green (best case scenario), Yellow (where the district is currently operating), and Red (worse case scenario – will require cuts) budget scenarios previously reviewed with the board; Jenny will email it to the committee
- Jenny noted the State Dept. of Budget is staring to withhold some funds (approximately \$226,000 withheld so far in general aid and excess cost aid); today's update from SED is that aid to localities will be submitted by the end of September (looking at a 20% cut in certain areas)
- Paul questioned what a 20% across the board cut would be? Jenny noted approximately \$3,000,000
- Jenny discussed the cost of the Personal Protection Equipment, cleaning supplies, etc. that the district was required to purchase in order to reopen schools

#### SRO Contract Renewal

- Jenny noted the SRO contract expired the end of June; the district paid 65% of the SRO salary
- Mr. Moore is working with the City on a new contract

#### BOCES Lease Agreements and Support Service Contract

- Jenny noted BOCES will lease 12 classrooms for the upcoming school year at an annual rate of \$6,000 per room
- The support service contract is \$10,000 per room
- Paul questioned how much BOCES is paying the district versus the amount being paid to lease BV
- Mr. Moore noted the district attorney is working with the BOCES attorney on the lease of the BV parking lot and PA equipment; BOCES would maintain the parking lot
- Janine expressed concern regarding liability and indemnification and recommended the draft lease be shared with the board

#### YMCA Extended Day/After School Program

- Mr. Moore noted that he is devising a Request for Proposal for before, during, and after school day care; once finalized, he will send the RFP to the school attorney for review

- Janine asked how much the program would cost and whether the district was legally allowed to subsidize day care and recommended the draft RFP be reviewed by the board

#### 19-20 Café P/L

- Jenny reviewed the June 2020 P&L and noted that \$13,818.69 was transferred from the General Fund

#### 20-21 Proposed Cafeteria Budget

- Jenny reviewed the self op budget and noted that the budget could fluctuate based on the number of meals served due to hybrid model and the percentage of students doing 100% remote learning
- Meals will be prepackaged and available for pick up (if not attending school in person) at certain locations

#### General Fund Cash Flow

- Jenny noted that not much revenue was received in July
- Tax bills will be mailed to taxpayers in approximately 10 days

#### Projected 2019-2020 Fund Balance

- Jenny discussed the Unappropriated Fund Balance and Reserve Funds
- Amount over budget can be 4%
- Auditors are currently conducting the audit on site; preliminary audit will be presented to the Audit/Finance Committee at its September meeting; final audit will be presented to the BOE at its October 6<sup>th</sup> meeting

#### Transportation Contracts

- Jenny reviewed the contracts; noted the large increase with Hinsdale Central School is due to the transportation of OCSD students to BOCES classes housed at Genesee Valley and Friendship Central Schools

Meeting adjourned at 1:30 pm.

Next Meeting: September 17, 2020