

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

Present: Andrew Caya Janine Fodor
 Aaron Wolfe Kathy Elser
 Rick Moore Vicki Zaleski-Irizarry

Guest: Brian Crawford

Art and Music – Brian Crawford

- Brian Crawford discussed the Art Departments wish to have a full time Art teacher and a full time Music teacher at the elementary schools
- This proposal was presented at the November Operations Committee meeting; the committee deferred it to the Audit/Finance Committee
- A handout was distributed outlining the proposal
- Kathy noted that all requests are being compiled and will be reviewed during the budget development process to determine cost as well as sustainability

Cafeteria Profit and Loss 10/31/18

- Kathy noted that the September/October bills are being reviewed/processed
- Added an additional staff person
- New equipment was purchases
- Kevin Fisher – Sodexo – has had some great ideas - - salary bar at the high school has been a great hit; salad bar will be implemented at OIMS very soon; more meal options are available at the elementary level

Internal Control Spread Sheet

- Kathy reviewed the spreadsheet that is compiled on an annual basis per recommendations from the internal and external auditors

Tax Credit Request from Tax Payer

- Kathy noted that she received a request from a taxpayer asking that the BOE approved the exemption for veterans of the Cold War
- Kathy will do the calculation to see what the impact would be

Update on FM conversion

- Kathy noted that a conversion will occur
- Pre-meetings have been held with WNYRIC and business office staff

Update on 19/20 Budget Development

- Kathy noted that meetings are being held with administrators; doing payroll rollover; health insurance premium increases; etc.

Transparency Reporting Budget Codes

- Kathy noted that to date 62 schools in NYS have reported; only 16 of those schools have passed; Kathy had to make adjustments and resubmit

Other:

Janine asked for an update regarding Central Receiving; Kathy noted Tiana is going down on a regular basis to help sort through the paperwork, orders are being sorted to cut down on partial orders being delivered to staff

BOCES CTE Classes – Janine noted that data was provided regarding the number of students that attend; would it be possible to get more data (ie, how many students switch from CTE class to a different class; is coding an option; need CTE options that will benefit the students and prepare them for the future

Meeting adjourned at 1:15 pm.

Next Meeting: December 13, 2018