

**MONTROSE AREA SCHOOL DISTRICT**  
**FINANCE COMMITTEE MEETING**  
**CHOCONUT VALLEY ELEMENTARY SCHOOL FACULTY ROOM**  
**MEETING DATE DECEMBER 10, 2007 7:00 P.M.**

Mr. Chris Catterson  
President, Board of Directors

Mr. Michael F. Ognosky  
Superintendent of Schools

Finance Committee Meeting

December 10, 2007 Meeting began at 7:00 PM in the in the Faculty Room of the Choconut Valley Elementary School.

Board Members present included Chris Catterson, Gloria Smith, Doug Wilcox, George Gow, Kathy Mordovancey, Julie Humphrey and Mary Homan.

Administrators present included Mike Ognosky, Greg Adams, Lew Plauny and Chris McComb.

Please let it be noted that there were 0 members of the public present.

Meeting began with a review of the timeline imposed by Act 1 of 2006 in regard to the budget process:

- January 3, 2008 is the deadline for the board to display their 2008-2009 preliminary budget OR the deadline by which school districts may enact a resolution not to raise taxes by more than the index.
- January 23, 2008 is the deadline for school boards to adopt the preliminary 2007-2008 budget. Our January board meeting is scheduled for Monday, January 14<sup>th</sup>, which is well within the deadline date. Ideally, we will adopt the preliminary budget at this meeting.
- I have included the timeline for the 2008-2009 budget adoption process along with the minutes.

The Board and Administration then discussed changes in the current board process that may be implemented in order to meet this aggressive deadline:

- The focus of the December meetings will be on the expenditure side of the budget. Each of the budget managers will present their proposed budget for the 2008-2009 school year for review. The expenditure total will set the preliminary budget figure for January approval.
- Following the approval of the preliminary budget, the Finance Committee will continue to meet on at least a monthly basis to review changes in expenditures and to set the revenue side of the budget as those figures are released by the various revenue sources.
- The Board will consider both the revenue and expenditure side of the budget as it moves to the establishment of a Tentative Budget in May and final budget adoption in June.

Mr. Plauny reviewed a sample printout utilizing the Lathrop Street budget. Discussion that ensued led to the following conclusions:

- The print out will include the budget request totals from the 2006-07 budget year, the 2007-08 budget year and the 2008-09 proposed budget year.
- The board will also have available the following actual expenditure data: actual expenditures from the 2006-07 budget year and actual year to date expenditures from the 2007-2008 school year.

Mr. Adams then reviewed the Lathrop Street Elementary School budget and addressed any questions that were presented to him by board members.

- The Lathrop Street projected budget for 2008-2009 is \$250,248 as compared to a final approved budget of \$243,496 in 2007-2008, an increase of 2.8 %.
- The major factors that resulted in that projected increase include the following:
  - ✓ A new AED machine in the nurse's office that is now required by law – the new machine will meet the requirements for children – at a projected cost of \$1,600.
  - ✓ Additional books for the Language Arts Classroom Libraries in grades 4, 5, and 6 at a cost of \$8,200.
  - ✓ An increase in the projected staff conference and training money as a result of the new Language Arts Curriculum implementation (2<sup>nd</sup> year) as well as the increase of new professional staff that will benefit from additional training.
- Following the review of the budget the board members present indicated their satisfaction with the final document as reviewed.

Mr. McComb then reviewed the Choconut Valley Elementary School budget and addressed any questions that were presented to him by board members.

- The Choconut Valley projected budget for 2008-2009 is \$196,395 as compared to the final approved budget of \$194,075 in 2007-2008, an increase of 1.2 %.
- The major factors that resulted in that projected increase include the following:
  - ✓ A new AED machine in the nurse's office at a projected cost of \$1,700. This is required for the same reasons as stated above in the Lathrop Street review.
  - ✓ Additional books for the Language Arts Curriculum Libraries in grades 4, 5, and 6 at a cost of \$5,500.
- Following the review of the budget the board members present indicated their satisfaction with the final document as reviewed.

The Board thanked both Mr. Adams and Mr. McComb for their work in the completion of their building budgets and their efforts in bringing the Board their final documents for review.

Meeting adjourned at 8:15 PM

*Mike Ognosky*

Mike Ognosky, Superintendent

**Next scheduled Finance Committee meeting for the purpose of budget review will be on Wednesday, December 12<sup>th</sup> at 7 p.m. in the High School Cafeteria. Budgets that will be reviewed on that evening include the Junior-Senior High School budget and the Special Education budget.**