

**Orange Board of Education  
Finance Sub-Committee Meeting Minutes**

**October 17, 2016**

**Present: Superintendent Vince Scarpetti, Mary-Jo Sierakowski, Sue Riccio, Kim Browe, Betty Hadlock, Chantelle Bunnell, and Bill Kraut**

**Jeff Cap was also present.**

1. Call to Order: The meeting was called to order at 6:02PM.
2. Public Participation  
There was no public participation.
3. Review/Approve prior month's expenditures  
Mary-Jo Sierakowski reviewed the expenses from September. She described the expenses as normal including start-up costs that are still coming in for payment. In addition, there were costs for testing materials, professional development, and student and teacher access to online research databases.

Payments were also made for significant budget items, including payments to local universities for the interns, for payroll, and for the Chromebooks and other software.

Ms. Sierakowski emphasized that all were budgeted items and are in line with anticipated costs.

4. Review Year to Date Budget  
Three payroll accounts are overspent because of teacher movement and new hires. These increases were anticipated and Ms. Sierakowski has begun to re-allocate funds in the budget to cover those increases.
5. 21<sup>st</sup> Century Budget Update  
Ms. Sierakowski presented the 21<sup>st</sup> Century program budget. The budget contains a place holder for a program manager, and even with that position budgeted, the budget contains a surplus.
6. Cafeteria Budget Update  
Ms. Sierakowski presented the cafeteria budget. As expected, there is a deficit, but the gap has been closing. That deficit is reflected in the board budget. Ms. Sierakowski said that many districts do run at a deficit, particularly elementary ones.

The committee had a brief discussion about the cost of adhering to governmental guidelines and completing administrative tasks related to

compliance and reimbursement. Ms. Sierakowski will look into the cost vs benefit.

7. 2017-2018 Budget

Two of the big drivers in the 2017-2018 budget are the town line items and salaries. Ms. Sierakowski has already started working with the town to prepare next year's budget. She said that the process has been collegial and productive.

Ms. Sierakowski said that the State Department of Education recommends being conservative in budgeting but that the CSDE Chief Financial Officer was optimistic about the reimbursements for Educational Cost Sharing and Excess Costs.

8. Adjourn

The meeting adjourned at 6:58pm.