

Rochester School Board
Finance Committee Agenda
School Department Board Room
February 1, 2018
6:00 PM

1. Approval of December 7, 2017 Finance Committee Minutes
2. Financial Update
3. Request for Supplemental Appropriation to City Council
4. Special Education Transportation Bid
5. Financial Items from Personnel Committee
6. Financial Items from Building Committee
7. Public Comment
8. Other
9. Adjournment

Committee Members:

Paul Lynch, Chair
Matthew Pappas, Vice-Chair
Matthew Beaulieu
Julie Brown
Joseph Devine
Amy Malone
Audrey Stevens
Karen Stokes
Robert Watson

Rochester School Board
Finance Committee Minutes
School Department Board Room
December 7, 2017
6:00 PM

DRAFT

Members Present:

Mr. Paul Lynch, Chair
Mr. Matthew Pappas, Vice-Chair
Mrs. Audrey Stevens
Mrs. Karen Stokes
Mr. Robert Watson

Members Absent:

Mrs. Jennifer Bryant
Ms. Julie Brown
Mr. Thomas J. Jean

Also Present:

Mr. Michael Hopkins
Mrs. Linda Bartlett
Mrs. Anne Grassie
Mr. Raymond Turner
Mr. David Totty
Guests

The meeting was called to order at 7:33 pm with a quorum present.

Mr. Pappas moved, second by Mrs. Stevens, to approve the minutes of the November 2, 2017 meeting as written. The motion carried unanimously.

Financial Update

Mrs. Bartlett, Business Administrator provided an updated financial statement which showed State Adequacy Aid decreased by \$294,000 and Catastrophic Aid revenue of \$80,000 making an overall deficit of \$214,000. The Budget freeze was able to capture \$200,000 leaving a deficit of \$14,000.

We originally thought we would have had a surplus in salary and benefits expenditures but additional special education students have moved into the district that require out of district services necessitating the surplus to be transferred. Also, the number of teachers retiring each year has increased. Previously we budgeted \$400,000 per year, last year the cost was \$700,000. At this time we are looking at a potential \$818,000 deficit. Mr. Hopkins informed that committee that we have been talking with the city so they are aware of this situation. We are meeting with Mayor McCarley tomorrow.

Tri-City Transportation Bid

Mrs. Bartlett reviewed the Tri-City Career Technical Education Student Transportation bid. Every three years Somersworth, Rochester and Dover go out to bid for this transportation. Somersworth put this out this bid. The First Student bid is a savings of \$5,000 from our current bill and will be divided equally between Rochester, Somersworth and Dover:

| <u>Year</u> | <u>Bid Amount</u> |
|-------------|-------------------|
| 2018-2019 | \$100,800.00 |
| 2019-2020 | \$103,824.00 |
| 2020-2021 | \$106,938.00 |

Mr. Pappas moved, second by Mrs. Stevens, to recommend the Board approve the Tri-City Career Technical Education Student Transportation bid by First student. The motion carried unanimously.

Cafeteria tables

Thirty tables are arriving on Friday. The maintenance and facilities staff feel that we are truly in need of fifteen additional tables for a total of \$14,277. This item was added to the agenda prior to the Gonic School infrastructure situation, it was decided that no action be taken.

Long Range Planning Survey

The committee is looking for any ideas, thoughts, etc. regarding the Long Range Planning Survey (attached). We would distribute this survey through Infinite Campus to all levels throughout the district. It will be focused on the parents. We can do a google survey for community members as well. Please provide information within the next week to Mr. Hopkins, Mr. Turner or Mrs. Malone. Mr. Turner stated we need to formulate what the priorities need to be and how well defined. We are going to involve schools and community.

Mrs. Stevens moved, second by Mrs. Grassie, to recommend the Board approve a donation of ten sick days for teacher B.B. The motion carried unanimously.

Mrs. Stevens moved, second by Mrs. Stokes, to recommend the Board approve the grant funded stipend in the amount of \$2,500 to Raymond Pillsbury for Critical Incident Response Team Intervention. The motion carried unanimously.

Public Comment – None

Other – None

Adjournment

Mrs. Stevens moved, second by Mrs. Stokes to adjourn the meeting at 7:53 p.m. The motion carried unanimously.

Respectfully Submitted,

Mr. Paul Lynch, Committee Chair

**Rochester School Department
FY 2018 Financial Outlook**

Revenues

| | |
|---------------------------|-------------------|
| State Adequacy Aid | \$ (294,370) |
| Catastrophic Aid | <u>\$ 80,000</u> |
| Total Revenue Deficit | \$ (214,370) |
| Expenditure Budget Freeze | <u>\$ 200,000</u> |
| Subtotal - Deficit | \$ (14,370) |

Expenditures

| | | |
|---------------------------------------|--------------|--|
| Salaries/Benefits Expenditure Deficit | \$ (867,510) | (originally a surplus-transferred to Special Ed) |
| Additional Special Ed Funds Required | \$ (206,000) | |
| Other Needs | \$ (113,000) | |

| | |
|--------------------------|-----------------------|
| Potential Deficit | \$ (1,200,880) |
|--------------------------|-----------------------|

Special Ed

| | FY 2017 Actuals | FY 2018 Budget | FY 2018 Actuals to Date |
|------------------|---------------------|---------------------|----------------------------|
| Tuition | \$ 3,265,031 | \$ 2,979,908 | \$ 3,466,085 |
| Related Services | \$ 1,638,814 | \$ 1,649,552 | \$ 2,089,574 |
| Transportation | \$ 1,085,945 | \$ 1,108,880 | \$ 1,108,880 |
| | <u>\$ 5,989,790</u> | <u>\$ 5,738,340</u> | <u>\$ 6,664,539</u> |
| Difference | | \$ (251,450) | \$ (926,199) |

| | FY 2018 City Council Approved | FY 2018 Actuals |
|------------------|-------------------------------------|--------------------|
| Kindergarten Aid | \$ 300,000 | \$ - |
| Medicaid | \$ 880,000 | \$ 1,180,000 |

Bid Results for: In District Special Education Transportation Services
Bid Opening: Wednesday, December 20, 2017

No vehicle greater than 5 years old

| Company: | Wheelchair Buses | | Non-Wheelchair Buses | | Comments | |
|--|------------------|-----------|----------------------|-----------|--------------|---|
| | Daily | Yearly | Daily | Yearly | | |
| <i>Durham School Services</i> Lisle, IL | FY 2019 | \$ 229.72 | \$ 41,349.60 | \$ 229.72 | \$ 41,349.60 | Under Review No vehicle greater than 5 years old |
| | FY 2020 | \$ 236.61 | \$ 42,589.80 | \$ 188.00 | \$ 42,589.80 | |
| | FY 2021 | \$ 243.71 | \$ 43,867.80 | \$ 190.00 | \$ 43,867.80 | |
| | FY 2022 | \$ 251.02 | \$ 45,183.60 | \$ 192.00 | \$ 45,183.60 | |
| | FY 2023 | \$ 258.55 | \$ 46,539.00 | \$ 192.00 | \$ 46,539.00 | |

Alternate Bid – Out of District Special Education Transportation

Wheelchair and Non-Wheelchair buses – Year 1 daily rate of \$229.72 per bus, pro-rated based on the number of students from Rochester School District on the bus, consistent with current billing practice. Daily rate will increase by 3.0% annually for year 2 through 5, consistent with the In District rates.

No vehicle greater than 10 years old

| Company: | Wheelchair Buses | | Non-Wheelchair Buses | | Comments | |
|--|------------------|-----------|----------------------|-----------|--------------|--|
| | Daily | Yearly | Daily | Yearly | | |
| <i>Durham School Services</i> Lisle, IL | FY 2019 | \$ 216.19 | \$ 38,914.20 | \$ 216.19 | \$ 38,914.20 | Under Review No vehicle greater than 10 years old |
| | FY 2020 | \$ 222.68 | \$ 40,082.40 | \$ 222.68 | \$ 40,082.40 | |
| | FY 2021 | \$ 229.36 | \$ 41,284.80 | \$ 229.36 | \$ 41,284.80 | |
| | FY 2022 | \$ 236.24 | \$ 42,523.20 | \$ 236.24 | \$ 42,523.20 | |
| | FY 2023 | \$ 243.33 | \$ 43,799.40 | \$ 243.33 | \$ 43,799.40 | |

Alternate Bid – Out of District Special Education Transportation

Wheelchair and Non-Wheelchair buses – Year 1 daily rate of \$216.19 per bus, pro-rated based on the number of students from Rochester School District on the bus, consistent with current billing practice. Daily rate will increase by 3.0% annually for year 2 through 5, consistent with the In District rates.