

**Syracuse City School District
Board of Education
Budget & Finance Committee Meeting
Tuesday, January 29, 2008, Board Room**

The meeting was called to order at 1:00 p.m. Present: Commissioners Calvin Corriders and Nancy McCarty. Excused Absence: Commissioner Cynthia Kirby. Also Present: Commissioners Ned Deuel, Kim Rohadfox-Ceaser and Dorothy Matthews.

The Committee recommended that the following Board action items come before the Board of Education on February 13, 2008:

- **Additional Funding for Huntington Cooling Tower** - Authorization to appropriate an additional \$40,000 for a total appropriation of \$115,000 to replace the cooling tower at Huntington School. The additional funds will be appropriated from unallocated capital account H.04010. The portion of this project not reimbursed by State Building Aid is to be paid for from the District's allotment of Excel Aid funds, budget H.04870.

- **Out of Country Travel, Nottingham Trip to Italy and Greece** - Authorization for eight students and four chaperones from Nottingham High School to travel to Italy and Greece during the winter break, February 15 – 24, 2008. The estimated cost per student is \$3,200 funded from fund-raising activities and self pay with no cost to the District.

Mr. Lowengard, SCSD School Superintendent, advised the District is working to automate the field trip process. The Committee requested the Out of Country Student Travel Policy be revisited.

- **Acceptance of the External Audit for the 2006-2007 Fiscal Year Financial Statements** – Authorization to accept the external audit of the 2006-2007 fiscal year financial statements prepared by Testone, Marshall and Discenza, LLP. The audit was reviewed and recommended by the Audit Committee on January 29, 2008.

- **Out of State Travel, International Baccalaureate (IB) Program** - Authorization for 22 staff members from Clary, Danforth, and Roberts Middle Schools to attend the IB Orientation program in Toronto, Ontario from March 28 – 31, 2008 and 15 representatives to attend the conference in Atlanta, Georgia from June 16 – 19, 2008. The Corcoran Quadrant Planning Committee is requesting approval to use up to \$12,000 from its planning funds account, A.20100. The approximate cost is \$550 per person; registration costs will be paid from grant funds.

- **In State and Out of State Travel, Distributive Education Clubs of America (DECA)** - Authorization for Fowler and Nottingham High School DECA members to participate in the State Conference in Rochester, New York from March 5 – 7, 2008, and the National Conference in Atlanta, Georgia from April 24 – 30, 2008. The costs are approximately \$418 and \$1200 respectively. The costs will be paid from account A.21100, not to exceed \$40,000.

National Society for Black Engineers (NSBE) Conference for Students – Authorization for 20 high school students and three chaperones to attend the National NSBE competitions to be held in Orlando, FL from March 15-23, 2008. The total cost of the trip is approximately \$20,000. The District requests up to \$15,000 be utilized from the account A.21100 to cover expenses.

- **Donations in Support of the NSBE Trip, O'Brien and Gere, Ram-Tech** - Authorization to accept funds in the amount of \$2,000 from O'Brien and Gere Companies to support the cost to attend the PCI NSBE Conference competition from March 15-23, 2008 in Orlando, FL. Authorization to accept funds in the amount of \$500 from Ram-Tech also to support the PCI NSBE Conference competition.

- **Positive Behavior Intervention and Supports Programs (PBIS)** – Authorization to enter into an agreement with Contact Community Services for “external coaching” services in the amount of \$35,000 for the period of September 1, 2007 to August 30, 2008. This will be funded from account A.21100.445.Y7.000000.

Discussion Items:

Monthly Financial Statements: Mr. Rufo, SCSD Chief Financial Officer, presented and reviewed the December 2007 monthly financial statements. He advised the January statements will include the impact of the adjustments made to complete the 2006-2007 financial statements along with new projections.

Update 2005-2006 Management Letter/Single Audit Corrective Action Plan: Mr. Rufo updated the Board on the status of the 2005-2006 Corrective Action Plan. Mr. Rufo advised he will roll the new findings from the 2006-2007 audit into a new plan in the following months.

Update Parent Involvement in Budgeting Process: Mr. Rufo reported on the various meetings held between the District and the Community over the past month. Mr. Rufo will provide the Board with meeting notes.

Budget Development Timeline Calendar 2008-2009: Mr. Rufo presented the 2008-2009 Budget Development Timeline. He will update the calendar to include the additional Budget & Finance Committee meetings in February.

The meeting was adjourned at 1:50 pm.

_____ Kimberly Day, SCSD School Claims Auditor