



DRAFT

BUDGET/FINANCE COMMITTEE
Minutes of the Regular Meeting
of
June 6, 2005



In Attendance:

Voting Members: Mark Snyder (Co-Chairperson), Robert King (Co-Chairperson), Susan Curren, Sandra Duarte, Richard Held, Rachel Lerner, Karyn Newbill, Simon Santana, Richard Simon (Secretary)

Non-voting Members: Gloria Martinez (Principal), Eleanor Rozell, Jack Sutton (Executive Director), Greg Wood (Chief Business Officer)

Welcome/Introduction

Mark Snyder called the meeting to order. Minutes from the regular meeting of May 2 were approved. Minutes from the special meeting of May 9 were approved with the following amendment: Regarding IMA carryover, for 2005-2006, Technical Education may access documented unspent IMA funds from '03-'04 & '04-'05.

Old Business

Budget Report: Greg Wood presented a three-year budget projection, including assumptions regarding modest State funding increases, possible loss of THIG funding, continuation of a 37% special education encroachment & continued purchase of LAUSD benefits packages. Budget projection is part of charter renewal submission to LAUSD & is available for review. Projections for the three years indicate:

- ❑ At enrollment capacity, average number of students per class just over 25.
- ❑ Employee salaries & benefits will be approximately 75% of revenue.
- ❑ While reserve account continues to grow (assuming it's left untouched), annual amounts decline steeply.

Membership: Robert King distributed a form on which members could indicate whether or not they wished to continue serving on the Budget & Finance Committee. The following members indicated their willingness to continue serving:

Mark Snyder
Robert King
Sandra Duarte
Karyn Newbill
Simon Santana
Susan Curren
Rachel Lerner (will apply to serve as a community member, rather than a parent)
Eleanor Rozell

2005-2006 Funding Requests (update):

- ❑ Social Studies—satisfied with resolution of textbook ordering policy.
- ❑ Technology—Dan Warren presented a 2005-2006 proposal (see attached), including funds for computer & printing technology upgrades, classroom projectors, computer lab upgrades, Powerschool, LAN upgrades, network maintenance, the School website & other departmental requests. The total, if everything were to be done in one year, is approximately \$730,000. Discussion:
 - Powerschool:
 - Should have submitted funding request before preparation of budget.
 - Is this (\$83,000) “throwing good money after bad”?
 - Many problems with Powerschool stemmed from an inadequate LAN infrastructure, parallel school information systems & remote hosting—all to be resolved at some expense prior to '05-'06.

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- Apple will credit 25% of this year's Powerschool fees (approximately \$6500) toward '05-'06 implementation.
- Any school information system will cost as much or more, including LAUSD's SIS or ISIS.
- Need control over personnel expenses related to technology, e.g. travel, lodging, per diem, etc. Apple has adopted new limits & some of this year's expenses have been disputed & not paid.
- Implementation needs to be much smoother than this year.
- Need accountability for performance.
- Computer labs: upgrades to nine existing labs & purchase of two mobile labs.
 - Budget projection is part of charter renewal submission to LAUSD & is available to all. Need to prioritize & develop a multi-year plan.
- Departmental requests:
 - Need to prioritize. Note: Visual/Performing Arts not included on spreadsheet.
- Overall:
 - LAN upgrades will be expensive but are important if everything else is to work.
 - Teachers need technology they can use (e.g. projectors) to justify large expenditures.
 - Technology request is approximately \$300,000 over the entire capital expenditure estimate for 2005-2006.
- ➔ Action: Recommend Board of Directors set limits for technology improvement, projecting expenditures for three years, with the Technology sub-committee prioritizing needs & requesting directly from the Board.
- Human Resources:
 - Requests for new position costing approximately \$110,000. (Note: no member of HR committee was present to discuss requests.
 - ➔ Action: Request Human Resources committee to analyze program effectiveness & prioritize, then forward requests directly to the Board of Directors.

Authorization process for non-routine requests: tabled.

Formation of Grants/Fundraising sub-committee: tabled.

Booster Club—Richard Held reported funding as follows:

- California Distinguished School sign—\$2000
- Dolphin Days—\$600
- Budget/Finance Committee laptop—\$1200
- Cart for security personnel—cost of approximately \$7000; request School participate at half the cost.
- ➔ Action: approve one half of cost of cart, not to exceed \$4000.

New Business

Mailing service vendor: being vetted by Operations & Facilities committee

Date, Time, and Location of Next Meeting:

The next regular meeting was set for Monday, August 22 at 3:15 p.m. in the school library.

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