



BUDGET/FINANCE COMMITTEE
Minutes of the Regular Meeting
of
April 24, 2006



In Attendance:

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

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

Visitors: Sean Lim, Melinda Meinen, Dan Warren

Welcome/Introduction

Mark Snyder called the meeting to order. Minutes from the regular meeting of March 27, 2006 were approved.

Old Business

Budget Report: Greg Wood reported as follows:

- ❑ Monthly balance sheet was distributed. This report will be available to all stakeholders on the school website.
 - Balance includes restricted cash accounts, e.g. Swimming Pool Fund.
 - Projected surplus of \$206,000.
 - Substantial funds are deposited with LACOE; these and other interest-bearing accounts have earned approximately \$120,000.
- ❑ Signatories:
 - Board of Directors has designated signatories for funds held in LACOE account: Minh Ha Ngo, Gloria Martinez and Greg Wood.

Booster Club: Richard Held reported February Booster Club activities as follows:

- ❑ Allocated:
 - \$6,000 for lacrosse teams. Discussion:
 - Need to ensure that funding for coaching stipends is in line with CIF rules and school policies.
 - Up to \$1,000 for a refrigerator for the faculty lounge.
 - \$1,580.45 for weight room equipment.
 - \$462 for travel expenses of a boys' tennis tournament.
 - Also, Booster Club will hear the following requests and would like committee input:
 - Drama program requested \$7,500 for materials and equipment for the Spring Musical. Booster Club would like to split expenses. Discussion:
 - Drama program, like all other school activities, needs to assess its needs and propose budgets in a timely manner.
 - Purchase and use of power tools for set building raises questions of training, supervision, liability, etc.

- ➔ Approved request to split costs subject to resolution of safety issues related to power tools.
- Library—
 - Request \$30,000 for furniture and shelving. Discussion:
 - Library has also made a request to the Budget & Finance committee for consideration during the May 8 special meeting.
 - Library shelving and furniture were included in the Measure R request to LAUSD. Status of request is unknown at this time.
 - ➔ Request Booster Club hold request in abeyance until June pending resolution of Measure R issue.
- \$6,000 for refreshments during State standards testing. Committee finds value in providing nutritional items to test-takers.
- Storage container—suggestion is to fund a larger, five-bay storage container to replace current storage system. Committee agrees but wants to ensure old storage container is removed.

2006-2007 Budget Formulation: Greg Wood and Mark Snyder reported as follows:

- ❑ All-day meeting has been scheduled for May 8, 2006 at 10:00 a.m. in the school library. Discussion:
 - A suggestion was made to hold the meeting off campus so as not to force library closure.
 - Simon Santana will research the possibility of renting the Aldersgate Conference Center for the day.
 - It was noted that care must be taken with the process, particularly when end-of-day fatigue becomes an issue.
 - Members suggested the process may require an additional day.
- ❑ 52 departments, programs, etc. have submitted proposals.
 - Departments, etc., have been asked to prioritize requests to assist committee, assuming funds are limited, in deciding what to fund.

Retiree Healthcare Benefits:

- ❑ As discussed at the March committee meeting, LAUSD benefit programs are not funded—they are on a “pay as you go” basis, leading to fears that LAUSD may fail to meet its obligations. Greg Wood reported as follows:
 - Board of Directors discussed issue and authorized actuarial assistance to make a projection of future needs. A proposal for the scope, timeline and cost of such a study is forthcoming.

New Business

Non-routine requests:

In accordance with the Brown Act requirement to post agendas 72 hours prior to committee meetings, items for consideration by the Budget & Finance Committee must be submitted the week prior to scheduled meetings, no later than Tuesday @ 3:00 p.m.

- ❑ Tutoring Program—Melinda Meinen requested \$5,000 for the tutoring program. Due to expansion of the program and the teacher salary increase, the \$19,000 will run out before the end of the current semester. Discussion:
 - Is Title I funding available for this expenditure?
 - ➔ Action: Approved \$5,000 request. Determination of use of these expenditures for Title I funding to be calculated.
- ❑ Math Department Showcase Night Prizes—Stephanie Chew presented a request for \$2,025 for bridge contest prizes to be awarded on Showcase Night. Discussion:
 - Request on Monday for a Thursday night event indicates really poor planning.
 - High amount for high-value prizes sets a risky precedent—other departments will expect approval of similar requests.
 - Anything that encourages students to excel in math should be supported.
 - This is the type of request that should be heard by the Booster Club.
 - ➔ Action: Forwarded to the Booster Club.

Member Concerns:

- ❑ Protocol: recent action by Board of Directors to overrule Human Resources committee recommendation did not take into account budgetary implications and should have been forwarded to the Budget and Finance committee for consideration.

Date, Time, and Location of Next Meeting:

A special, closed-session meeting was set for Monday, May 8, 2006, at 10:00 a.m. in the school library (pending availability of an off-campus site as noted above).

The next regular meeting was set for Monday, May 22, 2006, at 3:15 p.m. in the school library.

(All items for consideration on the regular May agenda must be submitted no later than Tuesday, May 16, 2006, at 3:00 p.m.)