

**Town of Columbia
FISCAL POLICY BOARD
Regular Meeting Minutes
September 15, 2010**

8:30 A.M.

Horace W. Porter School Conference Room

Members Present: Paula Belekewicz-Board of Education Member, Bev Ciurylo-Fiscal Manager, Francine Coss-Superintendent, Jonathan Luiz-Town Administrator, Earnest Sharpe-FIPAC Chairman

Members/Others Absent: William Mulcahy-Board of Education Member, Carmen Vance-First Selectman

Staff Present: Karen Johnson-Superintendent's Secretary

I. Call to Order

B. Ciurylo called the September 15, 2010 Fiscal Policy Board meeting to order at 8:33 a.m.

II. Approve Regular Minutes of July 14, 2010

E. Sharpe **MOVED** and J. Luiz **SECONDED** to approve the July 14, 2010 regular meeting minutes as presented.

MOTION CARRIES: 4-0-1

B. Ciurylo, F. Coss, J. Luiz, E. Sharpe VOTED FOR THE MOTION

P. Belekewicz ABSTAINED

III. Correspondence

IV. Old Business

A. ARRA Funding – The district has not received official notification of 2010/2011 funding, but the amount of \$336,801 is listed on the state website as the funding amount that will be designated for Columbia.

B. Accounting Software – Now that the finance department staffing is up, Mr. Sharpe and Mr. Luiz would like to address the accounting software issue. Mr. Luiz will begin by preparing an RFP. Once a vendor is selected, the plan is to go live with the new software on July 1, 2011. Mrs. Coss would like to participate in the software selection process.

V. New Business

A. 2009/2010 ED001 Report – Mrs. Coss thanked Mrs. Ciurylo for preparing this time-consuming end-of-the-year state report which fines school districts if the report is not submitted on time.

B. 2009/2010 End-of-Year Financials for Board of Education and Board of Selectmen – Mr. Luiz reported although preliminary revenue figures have not been audited, the Town has brought in more dollars than budgeted. More taxes were paid, the Town was awarded grant money for capital projects and the Board of Education has returned \$207,537.47 in surplus tuition.

C. Education Jobs Grant – Mrs. Coss reported that Columbia will receive \$149,103 from the Federal Education Jobs Fund Program. These funds can be used until September 2012 to pay the salaries and benefits of teachers, school administrators and other essential staff. The funds can also be used for recalling or rehiring former employees, retaining existing employees, and hiring new employees to ensure that students receive vital educational and related services. The funds may not be used for general administrative expenses, overhead, or other support services by school districts. The Board discussed possible uses for this funding. Mr. Sharpe appreciates that the superintendent secured the Fiscal Board's opinion but respects the superintendent's judgment of what will best benefit Porter students.

VI. Fiscal Department

In support of a Board of Education member's request, Mrs. Coss requested budgeted encumbrance numbers for fixed cost line items which will show the budget bottom line in reality. Members discussed providing possible quarterly reports, overworking the accounting system, procedures that are currently in place for teachers to monitor their budgets and exporting finance department reports and adding a comment column as events come to light. Mrs. Ciurylo stated the Fiscal Department is expecting a smooth upcoming audit.

VII. Audience

VIII. Other – Mrs. Coss reminded the Board that the October 1 student census information will be presented to the Fiscal Board at the November 10, 2010 Fiscal Policy meeting. This report will include regular and special education high school numbers, out placed students, and transportation costs. Mrs. Coss updated members on the Lebanon litigation.

IX. Adjournment

B. Ciurylo **MOVED** and J. Luiz **SECONDED** to adjourn the meeting at 9:48 a.m.

MOTION CARRIES: 5-0

Next meeting: October 13, 2010

Respectfully submitted,

Karen Johnson, Superintendent's Secretary