

Olean City School District  
Audit and Finance Sub Committee Meeting  
Thursday, April 9, 2020  
12:00 p.m.  
Via ZOOM

Present:                    Andrew Caya                    Janine Fodor  
                                 Kelly Keller                    John Bartimole  
                                 Rick Moore                    Aaron Wolfe  
                                 Jenny Bilotta                    Vicki Zaleski-Irizarry

Observer:                Frank Steffen, Jr.

#### Cafeteria P/L

- Jenny noted that at the time of the meeting the P&L is not available
- Sodexo is working through the new COVID 19 reporting requirements
- Jenny will email the analysis when it is available; hopefully tomorrow

#### Cash Flow

- Jenny reviewed the statement through March 2020 which includes a state aid payment in March
- Jenny further noted the district is still paying transportation salaries, however, is saving on fuel due to the closure of schools; there will also be a postage increase due to the mailings being sent to families
- Jenny also discussed the state possibly waiving the 4% limit on fund balances; Jenny will make a recommendation at a future date

#### Final Budget Presentation

- Jenny presented a three different budget-to budget comparisons (2019-2020 to proposed 2020-2021); she is basing the 2020-2021 budget on scenario #2
- NYS will be evaluating its budget quarterly 4/1-4/30, 5/1-6/30 and 7/1-12/31; funding cuts could occur by the Department of Budget at which time the Legislatures would have 10 days to make adjustments; districts would then need to make adjustments
- Jenny further discussed Pandemic Adjustments and Federal Care Restoration funding
- Maintenance of Effort – the state would have to take the average over the last three years; State funding cannot drop below the three year average or it will lose federal funding
- The committee recommended that a list be compiled of what cuts would/could be made that is not personnel-related;
- Andrew recommended that savings be identified now – ie, if vehicles aren't being used, can insurance/ registration be cancelled, utility savings, purchases, etc.
- Mr. Moore noted that he has been working with Jenny, Aaron and the administrative team to discuss savings – no new positions are in the budget (hiring freeze), if an employee retires, the position will be evaluated
- A summary of contingent cuts/savings will be compiled; Mr. Moore noted he is working with Jenny on a 2-3 year plan
- The committee compliment and thanked Jenny for the documents she compiled
- Jenny and Mr. Moore will share information as it becomes available

#### Other discussions:

- Governor has closed schools through April 29<sup>th</sup>; it is unknown whether or not there will be further delays in reopening; Janine asked if schools/businesses in Cattaraugus County could be reopened May 10<sup>th</sup> due to the low number of confirmed cases in the County – would it be worth reaching out to elected officials?; PA schools are now closed through the 19-20 school year;
- Budget Vote/Board Elections are postponed until (at earliest) June 1<sup>st</sup> – still waiting on guidance from the state
- Washington West Capital Outlay Project – still waiting to hear from SED if project can move forward
- The committee recommended that Frank Steffen, Jr. and Mr. Moore reach out to elected officials regarding educational funding and the impact it would have on schools if reduced

Meeting adjourned at 12:45 pm \_\_\_\_\_ Next Meetings: April 30 and May 14, 2020