

**BFCCPS Finance Committee
Meeting Minutes
03/14/2012**

Attendees: Jerry Cimmino, Lori Clements, Anna dos Santos, Matt Dunlap, Pat Fairbanks, Suzanne Graham, Venkat Krishnamurthy, Dr. Kevin O'Malley, Joe Perna, Heather Zolnowski

8:11 meeting began

FY13 Budget Preparation

- Reviewed draft budget
- Tuition trends reviewed since 1997; used 1.1% for budget
- Budgeted for 448 students
- Decided to over enroll 7th and 8th grade by 2 students each; there is no waiting list for 8th grade
- Health insurance increase is budgeted at 10% but may be only 4-7%; if higher than 10%, plan redesign is an option; need to redo budget calculation and add the 10% increase to the premiums paid portion – not the reimbursement portion
- Payroll increase is budgeted at 2%; some people may get more than 2% while others get less; includes the addition of teacher aides for 3rd and 4th grades plus a full time aide to support the ELA specialist (current aide will support the math specialist); also includes some funding for a pay-for-performance pilot involving Heather and Joe.
- No increase in dental insurance expected
- Professional development amount returned to usual level; this year's amount was exceptionally high due to 2 conferences
- Lori asked that the Board line item be increased by \$4,000-\$5,000 to cover a BOT leadership consultant
- Discussed whether professional development should be increased; some of the budget amount in the Technology consultant line should be moved to professional development since the consultant will be doing prof. dev.; the coordinated SPED review being done by the state will require more professional development as well.
- Decided to break out the Board expenses into multiple lines – add line for leadership consultant and another for facilities consultant
- Depreciation will be reviewed and updated by the accountant in the coming weeks
- Under technology, add the \$5 monthly management fee for each Chromebook, starting in Feb, 2013.

Updated Technology Plan Review

- Philosophy and goals revised to reflect focus on using our curriculum materials more effectively via technology
- Will continue teaching MS Office products in grades 1-4, then will introduce Google Docs software, while maintaining some use of Office
- Classroom hardware strategy will be:
 - Grades 1-4 will have 6 stations of IPAD tablets in each classroom
 - Grades 3-4 will have 6 stations of laptops in each classroom
 - Grades 5-8 will have a Chromebook for each student
- Expect to spend \$55,000 more in FY12 (\$20,000 annual appeal; \$14,000 Dean Bank acct; \$21,000 from surplus)
- Need to buy a bigger pool of IP addresses; may also need to increase the bandwidth available through Comcast
- Investigating the lease vs. purchase of printing pods to be distributed throughout the building; will reduce maintenance and support.
- Investigating leasing (\$5/mo mgt fee plus \$15/mo maintenance fee) vs. purchase (\$5/mo mgt fee) of additional Chromebooks; need to do a 3 year projection of all costs before deciding
- Piloting “Typing Pals”, Internet based typing software, in 3rd grade using a PCO grant; would want to buy the software in year 3 of the plan.

10:10 meeting adjourned