

**Caesar Rodney School District
Citizen Budget Oversight Committee Meeting
Meeting Minutes
12:00 p.m.
July 22, 2022**

I. Opening

The meeting commenced at 12:00 via Zoom. The following members were present: Mary Birney, Shari Gary, and Sherry Kijowski (Dave Failing, Ade Kuforiji, and Cheryl Precourt will receive summary via email). Kimberly Judy, Caesar Rodney School District (CRSD) Director of Finance, and Lauren Pierce, Administrative Secretary for CRSD Business and Finance Department, were also present.

II. Discussion Items

- A. The June Monthly Financial Report was discussed with the committee.
- B. An update was provided on the District's three allocations of Elementary and Secondary School Relief (ESSER) funds. Detailed budget to actual reports can be found in the Monthly Budget Report.
- C. The Preliminary FY 2023 budget was discussed with the Committee and included the following specific items to note:
 - i. The Elementary and Secondary School Emergency Relief (ESSER) Funds are loaded in prior year appropriations and are therefore not included in the current year budget. A separate document is distributed for those grants and current spending is reported on Monthly Financial Reports to the Board. A group was also added on the summary page to show the amounts received and spent.
 - ii. The preliminary budget is mostly based on prior year figures and will be updated after the September 30 count as it relates to positions earned and State funding driven from that count.
 - iii. Estimated salary increase at 5% to account for State and Local raises, including step increases, and added additional amounts for the 27th pay. The State has approved paying their share, and we are pending Board approval for the local share.
 - iv. Although the District is entitled to \$11.3 million in the Bond Bill for renovations and expansion of Magnolia Middle School (formally St. Thomas More Academy), the District has not yet gone to referendum to issue bonds for the local share of \$2.9 million. As a result, this major capital improvement figure is not reflected in the preliminary budget.
 - v. Basic Building Budgets (BBB) are currently based on prior year enrollment. However, we may adjust with September 30 Unit Count figures for the final budget if a building experiences significant growth.

D. The following items were also discussed:

- i. The District engaged with Insight Education Group to develop a long-range strategic plan. The Steering Committee has met twice already and has a goal of plan completion and Board approval in October 2022. The development of the Strategic plan has paused the elementary school realignment plans for this upcoming school year. The Plan will also take into account the facilities assessment that is being done by ABHA and will most likely result in the District planning for a referendum in the near future.
- ii. We are in the final stages of purchasing Magnolia Middle School from the Diocese of Wilmington. We have received our bond funds and are working out the final details with the attorney.
- iii. The Department of Education approved our Spring Unit at 611 units (an estimated increase of 9.82 units, or 1.63%, from 09/30/2021 count). The District is working to hire in almost all job classifications (teachers, paraprofessionals, custodians, bus drivers, etc.). The District is also continuing to receive bus routes back from contractors and we are working to develop proactive solutions to the transportation issues we incurred last school year.

III. Adjournment