

School Administrative District No. 53

293 Hartland Avenue Pittsfield, ME 04967

(207) 487-5107

Fax: (207) 487-6310

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Excellence in Education

Michael A. Gallagher
Superintendent of Schools

Budget/Finance Committee

Minutes

12/12/11

Members in attendance: J. Laux, M. Brooks, M. Hodgins, Business Manager L. Glidden, and Superintendent Gallagher

Item 1. Review of November Expenditure Report – The Budget Expenditure Report was distributed. The Central Office Contracted Services line was over drafted by \$338 last month and increased by the cost of the monthly electricity minimum bill (\$10) in December. As discussed at the last meeting this was for the cost of insurance on the building plus electricity. The truck maintenance line was also over drafted last month and increased slightly for some work completed on the district van in November.

The other budget line that was over expended by \$11 last month increased to \$44 under the Special Education cost center and \$24 under MCI for unemployment for the Special Education director. Mrs. Glidden explained that this was because we hired an interim Administrator of Special Services and had to pay unemployment on this new person as well as on Jody when she returned. Questions were asked about why this was necessary when the person was hired as an interim. Mrs. Glidden explained that Mr. Curtis was a district employee and therefore unemployment needed to be paid on him.

Item 2. Review of Monthly Budget Calculations chart - As of November 1, 2011, 36.11% of the total budget has been expended in comparison to 36.52% expended at this same time last year. This is also in comparison to 37.17% in FY'10, 36.67% in FY'09 and 36.23% in FY'08. It was noted that the percent of expenditure at the end of September is approximately .41% lower than last year's expenditure at the same time.

Item 3. Other – M. Brooks asked about establishing an expense account to determine the costs associated with hiring a new Superintendent. Mrs. Glidden will keep a separate spreadsheet on these expenditures and code them to the correct accounts in the Central Office budget.

Mr. Brooks also asked about establishing an amount of funding to pay the newly selected Superintendent if/when s/he would be involved in some orientation with Superintendent Gallagher. Mr. Laux indicated that would not be necessary since the new Superintendent would begin work on July 1 after retiring Superintendent Gallagher leaves on June 30, 2012. Mr. Brooks then asked if an amount of funding should be determined to hire Superintendent Gallagher as a consultant to the new Superintendent. This could be done

if necessary by building funding into the FY'13 budget since it would be a new budget year. That could be determined after the Board has selected a new Superintendent depending on the level of experience the new Superintendent has. If the new Superintendent is a currently a practicing Superintendent then it may not be necessary. However, if the new Superintendent is new to the Superintendency then it would be more necessary.

With no other business before the committee, the meeting adjourned at 6:00 P.M.

Respectfully submitted,

Michael A. Gallagher