Concord School District
Finance Committee Minutes
FY 2010-2011

School Board committee: Finance Committee

Date: June 22, 2011

Finance Committee Members present: Clint Cogswell, Chair, Jack Dunn, Kevin Fleming, Bill Glahn

Other Board Members present: Kass Ardinger, Jennifer Patterson

Administrators: Chris Rath, Michele Croteau

Others: Bill Janson, Food Service Director

Finance Committee Chair Clint Cogswell called the meeting to order at 5:34 p.m.

Business Administrator Michele Croteau presented the proposed changes in the FY 2011-2012 Food Service budget. She introduced Food Service Director Bill Janson and stated that he would help answer related budget questions. A packet that included a proposed FY 2011-2012 Food Service budget and Food Service budget summary as of June 22, 2011 plus projected FY 2011-2012 revenues using participation through May 2011 was then distributed to the committee.

The packet reports showed the projected Food Service revenue as $1,647,755 and expense as $1,653,955 with a shortfall of ($6,200) for use in the projected Food Service budget for FY 2011-2012. Included in the reports was a proposed increase in meal costs for only two schools.

Mr. Janson stated that the proposed cost increase would be $.25 for Concord High School and $.15 for St. John’s School, due to the federal government’s new equity pricing requirement for pricing meals effective FY 2011-2012. He stated that the cost of meals weighted average cannot be below the federal subsidy rate; therefore, the District will need to increase the meal prices to comply with this requirement. To minimize the impact to the District, the meal increase was proposed for only Concord High School and St. John’s School. Mr. Janson stated that this solution was achieved by using a worksheet on the federal government’s website for calculating the amount of increase needed to comply with equity pricing.

The Committee voted 4-0 (motioned by Jack Dunn, seconded by Bill Glahn) to recommend to the full Board to increase the Concord High School lunch price by $.25 and St. John’s School lunch price by $.15 in order to meet the Federal Government’s Equity Pricing requirement for FY 2011-2012.
Mr. Cogswell asked for a motion to authorize the projected Food Service revenue of $1,647,755, expense of $1,653,955, and shortfall of ($6,200) for use in the projected Food Service budget for FY 2011-2012.

The Committee voted 4–0 (motioned by Kevin Fleming, seconded by Mr. Dunn) to authorize the projected Food Service revenue of $1,647,755, expense of $1,653,955, and shortfall of ($6,200) for use in the projected Food Service budget for FY 2011-2012.

Ms. Croteau reported that the Food Service program will be able to pay the administration fees, or indirect costs, to the general fund this year in excess of $40,000. She also stated that the shortfall this year was estimated to be under $4,000 and will need to be reimbursed by the general fund. The two proposed transfers of funds, she noted, will need to be voted by the Finance Committee.

Superintendent Rath stated that the proposed transfers between the Food Service and the general fund would be addressed at the next Finance Committee meeting on June 29, 2011, with the other transfers that will be proposed at that time.

The meeting adjourned at 6:29 p.m.

Respectfully submitted,

Clint Cogswell, Finance Committee Chair

Michele M. Croteau, Recorder

MMC/srr