

*Oneonta City School District
Finance/Audit Committee Meeting Minutes
January 24, 2023*

The meeting began at 3:35pm.

Members Present: Lisa Weeks, Business Manager; Shawn Beckerink, Board of Education; Amy Burnsworth, Board of Education; Tom Brindley, Superintendent; Sue Kurkowski, Board of Education; Coleen Moore, Director of Curriculum & Instruction

Review of Financial Memorandum-We reviewed the items that will be presented to the Board in greater detail, including two budget amendments and an additional UPK partner.

Internal Controls Audit-The district has scheduled its annual required Internal Controls/Risk Assessment Audit during the week of March 6th, 2023. Cwynar, Farrow and Locke will once again be our auditors and will update our Risk Assessment. This will be an update of our prior audit.

Capital Reserve-Just a reminder that our May ballot will include a proposition to establish a Capital Reserve up to \$5M. We are asking the voters for authorization to establish this reserve. Funding will be dependent upon funds actually available. The intention is for these reserve funds to align with a project proposed as a result of our required building condition survey. At this time, we know that roofing will be a priority.

Electric Bus Follow Up-We reviewed the electric bus legislation in previous meetings. If mandated, the district will have a requirement to purchase electric buses. Due to our location, we currently have an opportunity to receive grant funding toward some initial purchases. One of the requirements is to have a non-electric bus model prior to 2009 that can be destroyed for each electric bus purchased. Matthews Buses, our current supplier, can find these buses for us. After previous and current meeting discussion, it is in our best interest to work with Matthew's to get this grant opportunity rolling. It was noted that this is an application for the grant funding, but we do not have to accept it if NYS legislation changes with regards to required electric bus fleets for school districts.

Cafeteria Surplus- The district had excess fund balance due to the free and reduced lunch program for all as a result of COVID stimulus funding. NYSED has asked us to respond to this and outline our plan to utilize this as you cannot have excess fund balance in the food service fund. In the current year, we have purchased necessary equipment as well additional food options. OHS has not updated their furnishings in many, many years. A team of students and administrators was put together to determine what the best seating replacements should be. The district will use the excess balance toward replacements recommended by the administrative/student team.

We also discussed the CEP. This is the Community Eligibility Provision. This makes breakfast and lunch free for all students regardless of income due to the percentage that were already determined to be free or reduced. We discussed that we still need families to submit the free/reduced application for grant opportunities. It's difficult to get families to fill these out when everything is free anyway.

The district met with our contract company representative from Chartwells. They were not included in the decision to be a CEP school. Reimbursements from Federal and State Government are not current covering actual costs. It is highly likely that the district would have chosen this anyway, regardless of profit as in addition to feeding students and families, internet can be obtained at a reduced rate. Strategies that we hope to implement to cover losses are to re-establish "food bars" again at the High School to increase participation and add a staff menu.

2023-2034 Budget Status-We're waiting for the Governors Proposal. Google drive has been updated so all administrators have access to the shared drive. Building requests are due by February 17, 2023.

IRS Fine-The District is currently working with the IRS on a claim related to the 2020 year that 1095C forms were not provided to employees or IRS regarding health insurance offering. The district will respond and eliminate the fine for 2020. However, this may be an issue for 2021 as well. The district has contacted a third party provider for these services moving forward and to possibly recreate 2021 forms.

Transportation Deduct- It appears that since the district did not have an official transportation deduction assessment, the reduction will not be assessed as a result of new legislation. The district has reserved for this deduction. This will allow for a reallocation of our set aside for this.

Our meeting ended at 4:07pm.
Next meeting: February 07, 2023; 3:30pm
Location: Business Office, Center Street

Respectfully submitted,

Lisa J. Weeks

Business Manager