## Budget & Finance Committee Annual Review May, 2008- April, 2009 Prepared May 1, 2009

## **Work Accomplished:**

- -Reviewed and recommended revision to Policy 5118 re non-resident tuition so it reflects current per pupil cost without need for annual updates.
  - -Sought additional revenue opportunities
- -Reviewed and recommended Corporate Marketing Associates RFP to provide Sponsorship Promoter Services. Reviewed and recommended proposed initial ads, and Policy 3282 governing long term advertising review process.
  - -Set informal goal that "enterprise fund" program (food service, summer enrichment, sports camps, Prime Time) fees be set to cover all costs (utilities, custodial, administrative) and ideally generate a profit.
    - -Reviewed and recommended Prime Time rates and salaries for 2008-09.
  - -Reviewed 2007-08 food service results, and reviewed and recommended 2008-09 food service operational goals, menu pricing and Food Service Consultant Contract renewal.
  - -Sought additional cost savings opportunities:
  - -Reviewed and recommended Energy Education, Inc., RFP to provide Energy Management Consulting Services.
  - Reviewed and recommended Health Benefits Opt-Out package terms -Reviewed and recommended TC proposal to share cost of Drug & Alcohol
- Coordinator to the extent it exceeds grant funding.
- -Reviewed and recommended proposal for pre-QSAC Assessment of Facilities Services and Operations.
  - -2007-08 Audit clean report
  - -2009-10 Budget
    - -Analyze new state funding formula
    - -Set budget goals
- -Reviewed draft budget and budget mailer (shortened from 8 to 6 pages) and presentation.
- -Budget presented to TC, Half Century Club, Chinese School, and to all four school parent groups. Chair participated in all budget presentations.
  - -Hand Recognition System fully automated in 2008-09 school year.
- -Oversaw implementation of mandated 2009 payroll changes (Family Leave Insurance Program, employee verification, 403(B) tax sheltered annuity).

## **Work in Progress**

- -Strauss, Esme as policy reviewer and update provider recommended when funds permit.
  - -Review designation of our bus routes into hazardous and non-hazardous routes
  - -Seek additional non-tax revenue opportunities
  - -Health Benefits Opt-Out oversee results and any needed adjustments
  - -Promotional Services oversee results
  - -Seek additional cost savings opportunities