

**CLIFTON BOARD OF EDUCATION
FINANCE/NEGOTIATIONS COMMITTEE
NOVEMBER 26, 2018
Minutes**

Board Members: James Daley, Lawrence Grasso, Tafari Anderson and Rosemary Pino

Administration Present: Richard Tardalo, Michael Ucci and Yusein Durakov

Meeting Time: 6:10 p.m. - 9:00 p.m.

Items of Discussion:

1. Annual Audit Fiscal Year ending June 30, 2018 (Comprehensive Annual Financial Report)

Mr. Lerch from the accounting firm of Lerch, Vinci & Higgins, LLP presented to the committee the Comprehensive Annual Financial Report. There was a discussion regarding the Auditor's Management Report, status of reserve accounts and surplus, as well as prior year SDA grants. Mr. Lerch explained that the State is being audited per GASB 75 which is delaying the final submission of school districts' audits to the State.

2. Budget 2019-2020

Administration went over the budget calendar pertaining to K-12 districts with an April election and aligned the board meeting dates from January 2019 to June 2019 in accordance. It was noted that school districts with an April election must submit their budgets about 3 weeks earlier than districts with a November election.

3. Additional 2018-2019 State Aid

The options the Board has to utilize the additional 18-19 State aid include: increasing the 2018-19 general fund appropriations prior to the mid-year budget review, designated for use in 2019-20 budget, or allow the unbudgeted revenue to roll into reserve accounts at year end.

4. April Election Logistics

Administration stated that the election is handled primarily by the Passaic County Board of Elections and City of Clifton. They hire the Education Services Commission for Voting

Machines; the process starts in January. The Business Office will communicate with the County to conduct the election.

5. Organizational Chart

Mr. Tardalo presented the organizational chart.

6. Update on Out of District Students (pending ASSA)

Mr. Holland is working on updating the student enrollment numbers in the Application for State School Aid (ASSA) which is due 12/3/18. Once completed, the actual enrollment will be known. Charter School and Vo-Tech enrollments will be determined during the process of completing the ASSA. Reconciliations are made with the charter school and the Vo-Tech to make sure the students attending these schools are from our district. Realtime now has a specific code to locate PCTI students which we will verify versus the monthly tuition billing. Once the ASSA is done, we will commence verification.

7. Renting of CHS Auditorium Post-Renovation

The current lease agreements will be renegotiated prior to July 2019. The rental flat rate for renting the auditorium was increased to \$3000 from \$2500 to reflect the updated facility.

8. A/C Referendum Update

Awaiting the architects' A/C Proposal update that will include the estimated cost of the project. Once the estimated costs are known, the Bond Council will be contacted to begin the process for a referendum.

9. Funding of Facilities, Technology and Security Projects

There were discussions related to recommendations from the Technology and Facilities Committees relative to the Finance Committee's review of funding sources.

10. Central Office Staff Reorganization

Administration wants to explore expanding the technology department to match the technology equipment growth in the district. Mr. Tardalo and Mr. Ucci will provide an updated

organizational chart and potential new job descriptions at a future committee meeting for consideration.