



Board of Education of Harford County
Budget Citizen Advisory Committee (CAC)

Meeting Minutes of November 14, 2018

Call to Order

Mr. Seccurro called the meeting to order at 6:02 PM.

Committee Members Present

Scott Bachman
Don Beynon
Dick Calvert
Joe Lambdin
Paul MacMillian
Bill Seccurro

HCPS Staff Members Present

Deborah Judd, Assistant Superintendent for Business Services
Eric Clark, Director of Budget for Business Services

Approval of Previous Meeting Minutes

A motion was made by Mr. Lambdin and a second by Mr. MacMillian to accept the 10/10/18 meeting minutes. Minutes were approved as written. Ms. Francis will submit the approved minutes to Ms. Schmid for posting for public review.

Old Business

A. Sub Committee Report – Activities:

- No Sub Committee meetings were held during the past month. Bill Seccurro reminded committee chairs that February has been reserved for sub- committee meetings as appropriate. Quarterly Meeting Dates for 2018 – 2019
 - January 9, 2019
 - March 13, 2019
 - May 8, 2019
 - June 12, 2019
- Dates are subject to change based on Budget Development Teams Meetings and 2019 Budget Calendar

A review of the Capital Budget for Fiscal Year 2019 was held:

The approved capital budget totaled \$35,927,000.00 - \$32,287,000.00 was for the Havre de Grace Middle/High School Project. \$1,000,000.00 was approved for Technology Refresh. Six other projects were fund including \$300,000.00 for swimming pool renovations.

A discussion followed on the merits of lease versus purchase of technology. A request for 14 million dollars was made for Technology Refresh and only One million was funded. Do to the significant gap between what was requested and what was approved by the county, additional questions were raised regarding the feasibility of leasing equipment. It was pointed out that the major purchase of technology equipment is in the Capital Budget and not in the Operating Budget due to concerns about Maintenance of Effort which requires to increase of the Operating Budget annually. Questions followed regarding how the Technology needs are projected and how are they ranked including administrative needs and instructional needs. It was mentioned that an informal survey was presented to the CAC by Drew Moore regarding the lease/purchase activities of several surrounding LEAs. Future action and recommendations made be needed to make sure that technology is adequately funded in the future.

Old Business Continued

A. Members of the CAC have volunteered to serve on four of the five Budget Development Teams established by Dr. Bulson.

- 1. Staffing and Deployment – Mr. Seccurro and Mr. Thornton attended the first meeting of this committee which is being chaired by Drew Moore. The meeting was primarily devoted to discussing what data needed to be collected and procedures for the study. The committee includes members of the Board of Education and administrative staff from HCPS. It was a productive first meeting.
- 2. Outsourcing – Mr. Benyon and Mr. Lambdin reported that they received notice of the second committee meeting as they were not informed of the first meeting. Don will forward minutes from the first meeting to Bill Seccurro. Both Don and Joe plan to participate in the committee.
- 3. Hiring Freeze (current year savings and not for future) – Mr. Calvert and Mr. MacMillian attended the first meeting of this committee and reported that procedures have been established for staff to seek permission to hire staff that would be considered essential. All vacancies will be reviewed by a committee and recommendations made to the Superintendent of Schools.
- 4. Spending Freeze (current year savings and not for future) – Mr. Seccurro and Mr. Thornton attended two meetings of this committee and report that in an effort to recoup nearly 10 million dollars in funds committed to the FY19 budget from the HCPS Fund Balance. Each department is required to cut 2% from their budgets and every school budget is being cut 10%. All staff has been informed of the required cuts. Mrs. Judd elaborated on the work of this committee as she is the Chair. Some discussion followed.

C. Future Meeting Ideas

- Mr. Seccurro will request the Report of Enrollment, September 30, 2018. This report was not available for the November meeting.
- Budget Presentation Schedule
- Kirwin Commission and possible impact on HCPS.
- Fund Balance, Emergency Fuel Reserve, Health Insurance and GAP Fund Balance

Adjourn

With no further business before the committee the meeting was adjourned at 7:20 p.m.

Respectfully Submitted by:

William B. Seccurro
Chair