



APPROVED

SEP 15 2009

## SPECIAL SCHOOL BOARD MEETING MINUTES

Tuesday, September 8, 2009 – 5:00 p.m.

School Board Meeting Room

500 E. Ocean Boulevard

Stuart, FL 34994

### Members Present

Lorie Shekailo, Chair

Susan Hershey, Vice Chair

Dr. David Anderson

Maura Barry-Sorenson

Laurie Gaylord

Nancy Kline, Superintendent

AFSCME: Lisa Edwards

MCEA: Janette Phillips

*Call to Order by the Chair and Pledge of Allegiance to the Flag of the United States of America.*

### **1. Approve Final Budget Amendments for Fiscal Year 2008-2009**

*Motion to approve the Final Budget Amendments for Fiscal Year 2008-2009, Agenda Item 1, 1.01 through 1.08, was made by Susan Hershey and seconded by Laurie Gaylord.*

Mrs. Hershey questioned increases to various line items regarding salaries, which were addressed by staff later in the meeting.

Mrs. Shekailo noted a difference in the amended ending budget numbers in comparison to what was amended at the June 16<sup>th</sup> meeting. She stated that it appears that the May 31<sup>st</sup> amendments were not considered. Doug Griffin provided a copy of the pages Mrs. Shekailo was reviewing (General Fund Budget Amendment Report as of May 31, 2009) to Interim Director of Finance Kelly Strickland. Ms. Strickland reviewed the materials, and apologized for the error, noting, however, that the final numbers presented match up with the AFR. Mrs. Shekailo and Mr. Griffin questioned how the errors would affect the ending balance. Ms Strickland explained the budget process, and indicated that the final numbers reflect what was actually spent.

Mrs. Shekailo asked for clarification if the Board is being asked to approve the “amendments” or “the final budget amended number,” noting that the amendments were incorrect. Ms. Strickland clarified that the Board is being asked to approve the final budget amended number. Mrs. Shekailo asked Board Attorney Doug Griffin to provide his opinion on that, based on the wording on the Agenda. Mr. Griffin indicated that he did not believe the Board could adopt the amendments as presented on top of what was approved in June. He indicated that in doing so, the ending number would not match the AFR or any of the budgets presented, and, because the ending fund balance this year is the beginning fund balance for next year, would throw off next year as well. Although Dr. Michael Bookman had not formulated the documents being discussed, Mr. Griffin asked Dr. Bookman for his opinion. Dr. Bookman indicated that he believed that if the Board adopts the final budget amendments, it brings the budget in line with what the actual expenditures were for the year. Mr. Griffin indicated that he believed that if the Board adopts the amendments, the budget would be approximately \$450,000 out of balance.

Mrs. Shekailo asked that the Board take a ten-minute recess to review the budget figures she was referring to. She distributed a package to each Board member (which contained Agenda Item 11-C, "General Fund Budget Amendment Report as of May 31, 2009," from the June 16, 2009, meeting).

### **Recess/Reconvene**

### **Workshop – Job Descriptions**

Ms. Shekailo reconvened the meeting prior to Mr. Griffin and Mrs. Kline returning to the dais. She asked that the Board take care of some additional business, noting that a workshop is scheduled to be held after the Public Hearing. Mrs. Hershey asked that the workshop be rescheduled to take place prior to the next School Board Meeting. The consensus of the Board was to reschedule the workshop to September 15<sup>th</sup> at 5:30 p.m.

### **Open to the Public**

Mrs. Shekailo called for "Open to the Public." The following persons spoke:

(Mr. Griffin and Mrs. Kline returned to the dais at this point in the meeting.)

Robert Wise

Jennifer Hayes

### **Open to the Board to Address Public Comments**

The following Board Members addressed Public Comments:

Maura Barry-Sorenson

Susan Hershey

At approximately 6:45 the Chair returned to the Special Meeting Agenda.

1. **Approve Final Budget Amendments for Fiscal Year 2008-2009**
  - 1.01. **Approve Final Budget Amendment – General Fund 09-110**
  - 1.02. **Approve Final Budget Amendment – Capital Fund 09-310**
  - 1.03. **Approve Final Budget Amendment – Food Service 09-4109**
  - 1.04. **Approve Final Budget Amendment – Pension Trust 09-8703**
  - 1.05. **Approve Final Budget Amendment – Private Purpose Trust Funds 09-8501**
  - 1.06. **Approve Final Budget Amendment – Special Revenue 09-4209**
  - 1.07. **Approve Final Budget Amendment – Debt Service 09-202**
  - 1.08. **Approve Final Budget Amendment – Special Revenue Tourism Awareness Trust 0-4901**

Staff distributed corrected sheets for Agenda Items 1.01, 1.02, and 1.04, noting that the errors were clerical in that the wrong column was picked up (the April 30<sup>th</sup> numbers were listed under the "5/31/2009 Amended Budget" column rather than the actual May 31<sup>st</sup> numbers); however, it did not affect the final budget).

Mr. Griffin reported that during the recess, different options for how the Board could address the problem were discussed. He reviewed those options for the Board; however, in order to comply with TRIM requirements and in order to transmit the AFR in a timely fashion to the DOE, he reported that the Board could not postpone action, and, therefore recommended the following: That the Board approve the amended exhibits and authorize staff to make any additional clerical or calculation corrections that may be discovered prior to submission to DOE on September 11<sup>th</sup>. Any corrections beyond clerical or calculation in nature will be brought back to the Board as a subsequent Budget Amendment for the 2009-2010 Fiscal year.

Mr. Griffin asked that the Motion to approve Agenda Item 1, 1.01 through 1.08, be amended to include three parts: 1) Approve Agenda Item 1, 1.01 through 1.08, substituting for 1.01 the revised General Fund Budget Amendment Report that was provided during the course of this meeting; to substitute for 1.02 the Capital Projects Funds Budget Amendment Report provided during the meeting; and to substitute for 1.04 the Pension Trust Fund Budget Amendment Report provided during the meeting. All other exhibits to remain as originally presented. 2) Approve such additional amendments before September 11, 2009, necessary to correct clerical and calculation

errors in the information submitted, with any changes to be reported to the Board. And, 3) direct staff to provide a report by September 18, 2009, explaining specific reasons for General Fund Amendments during the 2008-2009 Fiscal Year.

Mr. Griffin suggested that the original motion, instead, be withdrawn, and a new motion be made.

Susan Hershey asked if the Superintendent agreed with the recommendation. Mrs. Kline indicated she did.

*Mrs. Hershey and Mrs. Gaylord withdrew the Motion to Approve the Final Budget Amendments for Fiscal Year 2008-2009, Agenda Item 1, 1.01 through 1.08.*

Mr. Griffin asked the Chair to amend the Agenda to substitute the handouts that were provided during the course of the meeting for Agenda Items 1.01, 1.02, and 1.04.

*Motion to amend the Agenda to substitute the handouts that were provided during the course of the meeting for Agenda Items 1.01, 1.02, and 1.04 was made by Dr. David Anderson, seconded by Maura Barry-Sorenson, and carried unanimously.*

Mr. Griffin asked for a three-part motion to approve the final budget amendments as revised; approve such additional amendments before September 11, 2009, necessary to correct clerical or calculation errors with any changes to be reported to the Board; and to direct staff to provide a report by September 25, 2009, explaining specific reasons for General Fund Amendments during Fiscal Year 2008-2009.

*Motion to approve the final budget amendments as revised; approve such additional amendments before September 11, 2009, necessary to correct clerical or calculation errors with any changes to be reported to the Board; and to direct staff to provide a report by September 25, 2009, explaining specific reasons for General Fund Amendments during Fiscal Year 2008-2009 was made by Dr. David Anderson, seconded by Susan Hershey, and carried unanimously.*


**2. Approve Superintendent's Annual Financial Report (ESE 145) for 2008-2009**

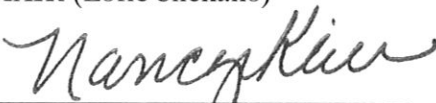
*Motion to approve Agenda Item 2 was made by Dr. David Anderson, seconded by Maura Barry-Sorenson, and carried unanimously.*

**3. Approve Program Cost Report of Financial Data to Commissioner of Education (ESE 348) for 2008- 2009**

*Motion to approve Agenda Item 2 was made by Susan Hershey, seconded by Dr. David Anderson, and carried unanimously.*

There being no further business, the meeting was adjourned at approximately 7:15 p.m.

  
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CHAIR (Lorie Shekailo)

  
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SECRETARY (Nancy Kline)