

SUPERINTENDENT'S REPORT FOR Budget Workshop Meeting - MARCH 22, 2022

The Cape Elizabeth School Board held a Budget Workshop meeting on Tuesday, March 22, 2022 in the Cape Elizabeth High School Library.

The meeting began at 6:30 pm and concluded at approximately 7:35 pm.

A video recording of this meeting is available online as part of the workshop meeting materials - <https://cetv.capeelizabeth.org/CablecastPublicSite/show/819?channel=1>

Roll Call:

Kimberly Carr, *Chair*
Heather Altenburg
Kathleen Curry-Sparks
Jennifer McVeigh
Elizabeth Scifres
Phil Saucier, *Finance Chair*
Cynthia Voltz

Superintendent Christopher Record, Ph.D.

BUDGET WORKSHOP - MINUTES

1. **Public Comment** - *No members of the public spoke.*
2. **Continued Review of School Board FY23 Budget Questions & District Leadership Team (DLT) responses** [[Q & A document link](#)] -

Pond Cove Principal Jason Manjourides responded to previously submitted Board questions related to Response to Intervention (RtI) and his budget presentation. [@ ~ 1:25 mins]

In Middle School Principal **Troy Eastman's** absence, *Superintendent Record* responded to previously submitted Board questions related to the experiential learning program development and the CEMS budget presentation. [@ ~ 15:19 mins]

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3. **Review of Use of Fund Balance** - Finance Director Marcia Weeks provided an overview of fund balance related terminology and state and auditor requirements. Superintendent Record demonstrated the fund balance concept through an example household budget. The proposed unassigned fund balance percentage was 4.82%. A fund balance analysis and three-year projection was also introduced. ([Fund Balance presentation March 22, 2022](#)) [@ ~ 29:04 mins]

4. **Discussion on target percentage increase on expenditures and percentage increase on taxes** - Finance Chair Phil Saucier opened the discussion. Superintendent Record said, to date, only one Cumberland County community [Yarmouth] school board had an approved expenditure and tax rate. With so many unknowns, the Superintendent will plan to come to the April 5th budget meeting with some options and recommendations for the Board's consideration. [@ ~ 53:31 mins]

The next School Board Budget Workshop will be held at 6:30 pm on Tuesday, April 5, 2022 in the High School Library.

The FY 2023 Cape Elizabeth School Board Budget Goals (Approved 1/25/22):

1. Meets the academic, social-emotional, and health needs of all students.
2. Supports recruitment and retention of high-quality personnel.
3. Supports appropriate and on-going building maintenance and repair.
4. Supports the advancement of instructional skills of our staff.
5. Reflects a careful consideration of the effectiveness and efficiency of each line item and position.