



**BICS Board of Directors Meeting
June 28, 2021, 7:00am**

MINUTES

CALL TO ORDER

The meeting was called to order at 7:00 am by President, Gary Boyer.

ATTENDANCE

The following members were in attendance: In person: Gary Boyer and Renee Bernhard; Virtually- Patricia O’Sullivan, Theresa Murphy, Steve Richardson, Jackie Flynn, and Becky Schell (Teacher Representative).

Staff members present – Sofia Crittenden; Visitors present – Cheryl Vanatta (teacher)

ADOPTION OF THE AGENDA

One change was made to the agenda – addition of item 4. – Bank Accounts. A motion was made to adopt the agenda (Richardson/Flynn). Motion carried.

APPROVAL OF MINUTES

A motion was made to approve the minutes of the May 24, 2021 meeting (O’Sullivan/Richardson). Motion carried.

CONSENT AGENDA

A motion was made to approve the new teacher contracts (O’Sullivan/Murphy). Motion carried.

TREASURER’S REPORT: The Treasurer’s Report was provided as a part of the Budget presentation (see Action Agenda).

ACTION AGENDA:

1. Opening of 2021-2022 school year – Mrs. Bernhard recommended that the board follow the guidance of Brevard Public Schools in regards to opening for next year:
 - a. revise the mask policy to be voluntary.
 - b. school operations return mostly to normal

Mrs. Bernhard said that buses will return to full capacity, for example. She stated that when all students return, there will be no way to keep them 3-6 feet apart; however, we can still try to keep them apart as much as possible.

A motion was made to make masks voluntary for the 2021-2022 school year, return operations to normal, and to follow the guidance of Brevard Public Schools in regards to opening guidelines for the 2021-2022 school year (Flynn/Richardson). Motion carried.

2. Budget – The Budget was presented by Sofia Crittenden.

Income

Line 1: FEFP was conservatively estimated 30,000 higher than the previous year.

Line 5: Cares Act Funds - We received a 2 year allocation of \$487,000 with expiration on September of 2023. This year the portion of the funds we expect to spend and request reimbursement for should not be higher than 216,520.

Line 6: GEER has been discontinued, so we did not budget for it at all.

Line 11: Book fair income is now reported in the income side instead of a negative amount in the expenses side.

Line 13: Capital Improvement Surtax account is a new account with an estimated revenue of 200,000 which is supposed to be spent in Capital, Transportation and Security related expenses.

Line 15: Total Estimated FEFP and Prop. Income \$4,431,180, which is \$314,639 higher than the previous year.

On **Direct Programs** nothing has changed in planner income (lines 16-17) and Security Hardening Grant and IDEA (lines 18-21) are expected but the amounts are not know yet, so we have not budgeted accordingly.

Lines 22-27: Title II allocation is \$15,709, expected to be spent in Tuition Expense, Travel and Other while an additional amount of \$3500 has been allocated for non Title II tuition related expenses.

Lines 28-30: Title IV allocation is expected at 11,053.

Lines 31-33: With field trips as before the pandemic the budgeted amounts for school clubs income/expenses have been accordingly adjusted.

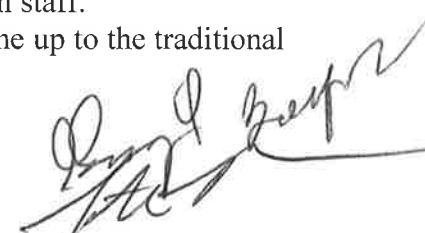
Expenses

Increases are reflected all across the board related to the wages and the payroll related accounts.

Line 38: has increased as textbooks prices went up a lot this year.

Line 39: Although the reading allocation has not shrunk, a good portion of this has been transferred to Instructional expenses as a reading coach has been added on staff.

Line 41: With events available as in prior years budgeted amount has gone up to the traditional budgeted amount.



Line 44: Teacher's lead is expected, but the amount is not yet known to us, so we did not budget for it.

Line 53: Instructional Support expenses are expected to increase thus the increase in the budget by \$500.

Line 61: Book fair Expenses show the expense amount only. In the past it was budgeted considering income as a negative expense and this is why the variance appears so significant, truly nothing has changed in the expected expenses in the account.

Line 71: IT Cares account will be discontinued.

Line 73: Maintenance and Tech Repair budgeted amount reflects the "Refresh" funds board approved two summers ago as an annual allocation dedicated to technology updates.

Lines 79-80: Postage and printing reproduction is expected to decrease as there is no e-learning next year.

Line 82: We have chosen to stay with Sage 50 as our software (former PeachTree) which costs less than \$3000/year. There is still a need for a newer program, but at the time being the switch has been postponed.

Line 83: Clinic supplies account has been doubled than it's original \$300 but because Covid Supplies were budgeted the year before in this account, the difference is not reflected accurately in the variance.

Line 85: Gasoline account used to be inactive, this year we expect expenses falling in the account thus the \$200 budget.

Line 87: With several positions vacant this year we upped the budget as we need to pay for advertising for some positions.

Line 92: Bus insurance is expected to increase.

Line 98: Custodian Wages appear decreasing. We hired one extra custodian for several months last year, and we are not expecting the need for another person this year.

Lines 100-101: All expenses related to insurance are expected to increase by about 10%.

Line 106-110: Building Supplies include part of CARES reimbursements.

Line 112-116: Capital Improvement Surtax Expenses estimate reflected.

Line 118: CPA expenses are expected to increase due to increased income.

Line 121: Cares Act Expenses are reflecting the same amount that the income reflects as expected allocation for FY 2021-2022.

Lines 125-129: BAC income is expected to increase and expenses accordingly. Wages are increasing for hourly personnel in the thought that minimum hourly wage needs to be \$15 in 5 years.

Lines 133-139: VPK wages are increasing and a CARES allocation is expected to be received by VPK but we do not know the amount yet.

Line 151: Sculptor Admin Cost received a 3% inflation for the first time since implementation. With this, BICS is expected to break even with no income and the total net operating income of \$1285.

Adding Note Payable, Debt Service and Depreciation Net Cash Provided for the school is anticipated at \$15,325.

A motion was made to approve the Budget for the 2021-2022 school year (O'Sullivan/Richardson). Motion carried.

3. SRO Contract – Mrs. Bernhard stated that our current Guardian, Dan Shirah, has accepted another position at an engineering firm and his last day will be July 16th. With him leaving, we are losing not only our Tech Specialist, but also our Guardian. She reached out to Chief Lau of the Titusville Police requesting an SRO (School Resource Officer). Chief Lau said that an officer is available and a contract would be drafted. The cost will be between \$58,000-\$60,000 per year. Mrs. Bernhard said that this can be funded through the surtax dollars that we now receive. She requested that the board grant her permission to sign this contract.

A motion was made to allow Reneé Bernhard to sign the contract from the Titusville Police for SRO services (Richardson/O’Sullivan). Motion carried.

4. Bank Accounts – Mrs. Bernhard stated that we need to split one of our bank accounts as there is more than \$250,000 in the account, which is above the limits of the FDIC insurance. The reason the board needs to approve this is we need to actually open an additional account in which to transfer the money and a board member will be needed for this transaction. A motion as made to authorize Sculptor’s Administration to split the affected bank account to ensure all money is covered by FDIC insurance (O’Sullivan/Murphy). Motion carried.

INFORMATION AGENDA

No items were on the Information Agenda.

PRINCIPAL’S REPORT

Mrs. Bernhard stated that our current Maintenance Director, Lee Shafran, will be retiring this year. He will be going on vacation during the month of July and when he returns, he will work part-time during the month of August. Our new Maintenance Director is Ronald Howe. Mr. Howe is very qualified in maintaining buildings. We believe he will be a great asset to Sculptor.

Sonya Timmerman, our Drama teacher, has accepted an Assistant Principal position in St. Charles, MO. Therefore, we are looking for a new Drama teacher.

Mrs. Bernhard stated that she and Mrs. Crittenden recently had a meeting with S&P. S&P did affirm our credit rating of BBB-. This is an investment grade rating and is considered quite good. The only way we could improve our rating is if the school decided to expand, as revenues would then increase.

COMMITTEE REPORTS

Building Committee – No report provided

Teacher Representative – No report provided

There being no further business, meeting adjourned at 7:51 am.

Respectfully submitted,

Reneé A. Bernhard
Principal