



MeASBO
MeASBO

Maine Association of School Business Officials

<http://www.measbo.org>

March 2, 2018

Keeley's Banquet Center, Portland

Minutes

Haley Redman	Colin Walsh	Michelle Lickteig	Brigette Williams
Shelley Schmal	Sherrie Small	Peggy McKenzie	Heather Neal
Melissa Hurley	Catherine Messmer	Luci Milewski	Kris Pottle
Lynn Gray	Sue Bell	Traci Drake	Cassie Kilbride
Scott Vaitones	Dawn Pooler	Debra Martin	Heather Lanpher
Mark Bouchard	Debra Clark	Jackie Smith	Stacey Webster
Shelley Doody	Kate Bolton	Bruce Rudolph	Bridget Hopkins
Diane Boucher	Barbara Grindler	Dan O'Shea	Lucie Tabor
Hollis Cobb	Michele Coates	Mary Dailey	Alison Gamache
Holly Eggleston	Brenda Murray	Cathy Murphy	Sherry Moody
Carol Grant	Dean Flanagan	Lori Glidden	Jason Tardy
Dhyana Blanchard			

1. Association Business

- a. Welcome – Introductions
- b. Approval of Minutes, November 17, 2017 – Motion & Second - Approved
- c. Approval of Treasurer's Report – Motion & Second - Approved
- d. Committee Reports
 - i. Certification – See Professional Development
 - ii. Legislative Committee – Several bills working through the State House were reviewed
 - iii. Tri-State – May 23-25 in Portland – brochures available, pushing for people to attend, lobster dinner on Peaks Island, Bob Marley, a lot of great sessions
 - iv. Technology – Luci said we are still working on a couple of bugs with the website, check spam if not receiving emails
 - v. Professional Development – Cathy Messmer still organizing, will look at Tri State agenda to see how fits with certification
- e. Other Business – Dave Holden Award at next meeting, get nominations to Cathy Messmer (paper application)

2. Vendor Spotlight – Darryl Joudrey & Tom Seekins, Siemens - Thank You for being the breakfast sponsor !!!

3. Warrant Language – Tyler Backus, DOE

A power point presentation & warrant language handouts were available (same presentation as workshop held at Bangor Savings Bank that could not be accessed as an online workshop). State started looking closely between uploads of budgets & warrant articles that were approved. Discussed required articles and optional articles. Members described how the budget process works in their districts. Discussed how often warrant article language is reviewed by legal counsel. Highest level of authorization within a district (example – referendum) is needed to create a reserve fund, move funds into a reserve fund, or expend funds from an established reserve fund. Reviewed differences between open & closed warrant article (example sent prior to workshop are open warrant articles). If a budget fails at referendum then the budget that is followed until a new budget passes would be the last budget approved at annual meeting, NOT the

previous year's budget. New report on ESSA expenditures, which will give data by school building. Reviewed common errors in coding expenses.

4. Reading Financial Statements – Hank Farrah, RKO

Power point presentation “Understanding Financial Statements”. Reviewed “School Only” financial statements. Discussed differences between what it is the school district account software/reports and what is in the final financial statements. Described the different schedules/reports contained within a final audit report. Explained the difference between “accrual basis” and “modified accrual basis”. Different types of accounting are used when completing audits – GAAP, Basis of Accounting (accrual basis and modified accrual basis), Measurement Focus, Budgetary Accounting. Accrual for Teacher Summer Salaries & Benefits is an area that some school districts are not completely covered. Five categories of Fund Balances – Non-spendable, Restricted, Committed, Assigned, Unassigned. Explained the differences between Budgetary Accounting vs. GAAP. Described the different type of Funds. Fund Deficits must be disclosed in Financial Statements. Review Inactive Funds and take care of if they have not been used in several years. (Check website for power point presentation).

5. ED279 Where we stand & why mil rate went up – Tyler Backus, DOE

Where did \$76M go? Operating costs went up \$69M; other subsidizeable went down \$14M; CTE went up \$18M; Debt Service went up \$9M; Teacher Retirement up \$1.2M; Targeted Ed up \$3M; Enhancing student performance \$1M; Charter School \$2M. In total education funding went up about \$126M in costs. What Tyler presented is still a working document and not finalized. Because costs went up so much, the Mil rate had to be increased. Explained why the different areas of Operating Costs went up. Tyler answered questions.