



**Waters Elementary School
Local School Council**

Budget Committee Meeting Minutes - APPROVED

Date	March 10, 2021
Meeting Type	Budget Committee Meeting
Time Start/End	9:05am/10:30am
Location	Google Meet
Chairperson	Liz Chandran
Minutes Prepared By	Lydia Milman Schmidt
Attendees	Present: Liz Chandran, Titia Kipp, Alison MacDonald Ryan, Lydia Milman Schmidt Additional Staff Present: Justin Heath, LSC Specialist
Minutes Approved Date	April 16, 2021

Actions

Approval of Agenda	TK: Motion LC: Second Unanimous approval
Approval of Minutes 2/11/21	LC: Motion LMS: Second Unanimous approval

Discussion

Select a chairperson and set meeting schedule for the rest of the school year

Liz Chandran will be chair. Lydia will continue the secretary role of taking minutes, etc. Alison will continue to work on presentations to the LSC.

- Next meeting scheduled for Wednesday, March 24 9am. Hopefully we have a budget update from CPS by then.
- **Meeting schedule:**
 - **Wednesday, March 24 9am**
 - **Wednesday, April 7 9am (tentative)**
 - **Wednesday, April 14 9am**
 - **Wednesday, May 12 9am**
 - **Wednesday, June 9 9am**

Update on transfers approved in February

- Positions are in Oracle.
- Expenditure swap needs to be approved - funding that was paid out of 124 should drop back to misc. 124 line. It's in progress.
- The bilingual position is in process.
- Last week there was an opportunity for an enrollment advance process. Central office did budget analysis and projected 647 for AY22. Same as October 2020. Our budget should reflect that projection. Principal Kipp requested per-pupil advance based on projected enrolment from AY21 before families left due to pandemic. Approximately 36 families left Waters and indicated that they would return in the fall of 2021. There is a survey for those families to indicate intention to return. Approximately 30 students. We are also able to take students from the lottery. The projected enrollment could be as high as 686.
- No dates yet on when lottery spots can be offered. We have increased the number of lottery seats available. Maximum class sizes stay within contractual boundaries (28 in K-3, 31 for 4th-8th)
- Internal Accounts - There are a lot of different budget lines with small amounts - Ms Kipp would like to work with Liz to clean up Internal Accounts to put money into a general supply line.
- LMS: I didn't see the Arts Essentials (All-City Arts) in this month's Oracle report. Did we spend those funds?
TK: They extended the deadline through the end of March. We already placed an order for art and drama supplies.
LMS: We also didn't get Purchase Order reports.
- TK: Yes. Can you add that to the list?

- LMS: Did we get any more teacher reimbursements through since the last meeting when they were covered by Waters Today?
TK: No. I sent a reminder that teachers need to spend their CTU budgets before going to Waters Today. There has been an uptick in teachers spending their \$250 CTU supplies budgets. There is a new request for carts for middle school teachers. Teachers are moving, students are staying in one room.
AMR: Wasn't there a deadline? Any new requests coming in would be a new batch.

Anticipated budget items for approval - March 16 LSC meeting

TK: Charter school transfer funds remaining - approximately \$6,000 - there has been a request for tutoring. Ms Bricker is overseeing that. Tutoring would be after school. If students are in person, tutoring is also in person. If there are additional students who are remote, they may be combined - may also be on different days for in person/remote students.

AMR: Is this open to all students?

TK: Yes.

AMR: Is it possible to add to that money for additional tutoring, particularly for ELL students?

TK: We've been making a concerted effort to reach out to families who may need it regarding hybrid and encouraging them to be in-person. Teachers are identifying students who could use tutoring.

AMR: So teachers have agreed to do this? Are the kids in small groups?

TK: Last year we had something similar with the homework club. Ms Booczko organized that. We asked all teachers to identify students who need support.

AMR: Can we add money to that fund?

TK: It's a good idea, but the behind-the-scenes budgeting is complex. If we can do it from the funds we already have in Oracle, that's the best route to go right now.

LMS: How much tutoring does \$6000 buy?

TK: It depends on how many teachers and students. That's what I'm trying to determine.

LMS: Is this something the LSC would have to approve?

TK: Yes. The funds can only be used for specific purposes, including tutoring.

TK: We will be meeting with teachers tomorrow and asking if there are new asks for existing funds that need to be spent before the end of the school year.

AMR: How much money is left to spend before the end of the year?

TK: We have \$7500 for the copy machine. The total on the Oracle account includes

TK: We have about \$123,000 left in our budget, but \$36,000 is comparability funds left that we won't spend until January 2022.

LMS: In Oracle there is a line with \$22,444.50 called "other after schools programming". What is that?

TK: I saw that as well. I'll find out.

LMS: I was trying to make what we approved last month match this month's Oracle report, and it didn't line up. There were still amounts (like teacher salary) where we only got approximate amounts.

TK: Once the swap is approved and money gets realigned, we should see it reflected in the report. Positions were split funded.

AMR: Would any of the money go back into comparability? We were anticipating more than \$36,000 left over.

TK: I'm not sure. We won't know until the new ELPT is staffed.

Review of budget approval process - discussion of need for additional training

LMS: I hope you can appreciate how complex the job is, and the need for targeted training.

JH: I've spoken with my bosses about this - they said there isn't the bandwidth, which isn't a good enough answer. Targeted questions that can't be answered via email are useful.

They've shown interest in Budget 2.0, but that isn't going to happen before May.

Adjourn

AMR: Motion
TK: Second
Unanimous approval