



Committee Name:

Budget Review & Advisory Committee (BRAC)

Purpose Statement:

The purpose of the Budget Review and Advisory Committee is to serve in an advisory capacity to the Superintendent and Board of Education regarding budget development and other special projects as assigned by the Board of Education.

Membership/Representation:

Standing Members:

Wayne Pratt, Chairperson and Community Member

Jeffrey Simons, Superintendent

JoAnn Taylor, Board Member

Mark Mann, Board Member Alternate

Larry Edson, Assistant Superintendent for School Business Finance

MaryAnn Belmont, Transportation Supervisor

Mark Noeth, Transportation Department

Marie Noeth, Transportation Department

Drew Romanowski, East Greenbush Teachers Association

Nobulee Burgess, Community Member

Ingrid-Espinosa, Community Member

Susan Garrigan-Piela, Community Member

Bill Jeffers, Community Member

Janet & Anthony Lento, Community Members

Christie Tooker, Community Member

Alison Gaito, Community Member, New Member for Redistricting Study

Ed Finney, Community Member, New Member for Redistricting Study

Sarah White, Community Member, New Member for Redistricting Study

Recipients of Committee Information by E-Mail:

Joe & Christy Lewis

Alison Pesca  
Barbara Anthony  
Betsy Eadie  
Carl Rubenstein  
Casey Lensink  
Cathy Graziano  
Colleen Pierson  
David Clarke  
E. Nisar Khan  
Jeff Tooker, Teacher  
Jennifer Massey, Board Member  
Jessica Lansing  
John Sullivan  
Julie Burke  
Karen Curran, Board Member  
Kimberly Printup  
Linda Jones  
Lynne Morse  
Marie Curley  
Mario Mgrace  
Mary Beth Hofmeister  
Mary Jude Foley  
Melissa Turner-Bulan  
Michael Blostein  
Michael Poost  
Michelle Fiacco  
Michelle Skumurski, Board Member  
Pam Greenough  
Richard Hannmann  
Robert Lopez  
Sharon Smith  
Susan Watson  
Yvette Malave Diaz

Meeting Dates/Times:

Monday, September 16, 2019 at 7:30 p.m.  
Monday, October-7, 2019 at 7:30 p.m  
Monday, October 28, 2019-at 7:30 p.m.  
Monday, November 18, 2019 at 7:30 p.m.  
Meeting in February 2020 at 7:30 p.m. (CDRPC Report Review)  
Other Meetings Scheduled as Needed

### Annual Objectives/Priority Areas:

The Budget Review and Advisory Committee's annual objectives and priority areas are as follows:

- Update historical budget and finance information on the school district website
- Select budgetary information to post on school district website prior to the May 19, 2020 budget vote
- Assist the Superintendent and Board of Education in the formulation of the school budget
- Explore areas of the school budget which are of interest to the Board of Education and the Committee
- Develop means by which the budget may be explained to the community
- Make recommendations on budgetary information to include in resident newsletter, as appropriate
- Attend budget workshops and budget hearing of the Board of Education as individual schedules permit
- Serve as a conduit for communication with residents of the community on school budget matters
- Share budget information and review process with individuals from other school districts as requested
- Conduct special projects as charged by the Superintendent and Board of Education (For example, enrollment projections as prepared by the Capital District Regional Planning Commission)
- Invite Town officials to Committee meetings to discuss residential and commercial growth projects as a basis for information in the CDRPC Enrollment Projection Report and CASDA Redistricting Study
- Conduct K-5 redistricting study in 2018-2019 and 2019-2020 school years in conjunction with Mr. Lee Bordick and Dr. Jerome Steele from the Capital Area School Development Association, inclusive of current and projected enrollments by school, enrollments by geographic area, current and projected class sizes, housing development activity, building capacity, and other appropriate information
- Receive information update on "Count Me In" initiative to conduct census of resident children under age 5 and incorporate data into future projections for school enrollment

### Reporting Mechanism/Timelines:

The East Greenbush Central School District Budget Review and Advisory Committee has the duty and responsibility to report its activities to the Board of Education. Periodic oral and written reports of Committee activities are an important communication link between the Budget Review

and Advisory Committee and the Board on key decisions and responsibilities. The Budget Review and Advisory Committee's reporting requirements are to:

- Report on the scope and breadth of Committee activities so that the Board of Education is kept informed of its work (Oral reports will be made under agenda item #7-B, Committee Reports at regular Board of Education meetings.)
- Provide minutes of meetings which record the actions and recommendations of the Committee (Minutes will be an attachment to agenda item #7-B, Committee Reports at regular Board of Education meetings.)
- Compile and evaluate recommendations made to the Superintendent and Board of Education on budgetary matters during the year and follow up on those deemed to have merit (Oral or written reports will be given under agenda item #7-B, Committee Reports at Board of Education.)
- Distribute enrollment projections in conjunction with study from the Capital District Regional Planning Commission (Written report will be distributed to Board at February 2020 regular Board of Education meeting in advance of BRAC meeting in February 2020.)
- Prepare information for Superintendent's presentations at budget workshops (Google Slides will be part of Board budget workshops tentatively scheduled for March 11, March 18 and April 1, 2020.)
- Prepare information for Superintendent's presentations at budget hearing (PowerPoint slides and distribution of budget packets will be part of Board budget hearing tentatively scheduled for May 6, 2020.)
- Prepare information for resident newsletter and posting on website (Newsletter will be mailed to residents on May 7, 2020 - tentative date. Website updates will be done as information is available.)
- Present K-5 redistricting study report in conjunction with Capital Area School Development Association (Report presentation tentatively scheduled for regular Board of Education meeting on December 11, 2019)

Update: September 9, 2019