

El Paso Independent School District
Minutes of Board Finance Committee Meeting
November 25, 2003
4:00 p.m.
Education Center-Boeing

Present: Mr. David Dodge, Board Member, Board Finance Committee Chairperson
Mr. Sal Mena, Jr., Board President
Ms. Lisa Colquitt-Muñoz, Board Member
Miss Leonor Garcia, Board Member

Administration: Mr. Charles Tafoya, Superintendent
Ms. Martha Piekarski, Director, Accounting Services
Mr. Richard Romero, Director, Budget
Mr. Walt Byers, Treasury Manager
Mr. James Damm, EPISD Consultant for Finance

Guests: Mr. Carlos Cordova, Board Member¹
Dr. Lorraine O'Donnell, Board Vice President²

The meeting was called to order at 5:08 p.m. by Mr. Dodge.

The topics discussed were as follows:

1A. October Financial Reports

- a. Reviewed revenues and expenditures - October 2003
- b. Revenues
 - (1) Taxes
 - (2) Transportation
 - (3) Per Capita
 - (4) Federal TEA
 - (5) SHARS/Medicaid/MAC
 - (6) Impact Aid
 - (7) Maintenance Tax Notes
- c. Expenditures
 - (1) Teachers
 - (2) Support Personnel and Employee Benefits
 - (3) Professional Service, Contracted Maintenance/Repair Services, and Rentals and Leases
 - (4) Textbooks, Reading Materials, and General Supplies
 - (5) Travel
- d. External audit to be presented in January 2004

1B. Texas School Alliance School Finance Plan – Communications and Information

- a. Discussed Texas School Alliance (TSA) School Finance Position Statement and EPISD's communication plan for school finance issues.

¹ Mr. Cordova arrived at 4:15 p.m.

² Dr. O'Donnell arrived at 4:15 p.m.

- b. TSA
 - (1) Equity
 - (2) Adequacy
 - (3) Capacity
 - (4) Efficiency, Accountability, and Local Control
- c. Communications and Information
 - (1) Messages to be delivered and plan of action
 - (2) Comments to be provided to Superintendent from Board members to begin implementation in December

1C. Draft Budget Calendar for 2004-05

Reviewed various actions that will be required by Board and planned dates - January through August 2004. Input is to be provided by Board members to Superintendent.

1D. Operating Budget Amendment for Reallocation of Maintenance Debt Funds

- a. Discussed recommended use of Operating Fund Debt Redirected Funds.
- b. Non-allocated funds for redirection are to go into Fund Balance.

1E. 2003 Bond Sale Draft Budget

No discussion

1F. Budget Review Committee Composition

- a. Current Budget Review Committee (BRC) membership includes representation recommended by previous Board members
- b. New Board members are to submit names for appointment/reappointment to BRC.
- c. Discussed need to review the size and makeup of committee and term of members.

1G. TIF (Tax Increment Financing) Update

No discussion

1H. Cost Reduction Suggestions

Reviewed cost reduction options, with feedback provided from Trustees

- a. Energy Program
- b. Staggered Start Times
- c. Outsourcing Options
- d. Class Size Increases
- e. Process Reengineering

Meeting Adjourned

The meeting was adjourned 5:47 p.m.

Date Approved: February 3, 2004