

THE SCHOOL BOARD OF ALACHUA COUNTY, FLORIDA  
UNAPPROVED MINUTES  
**SPECIAL BOARD PRESENTATION - DEPARTMENT UPDATE**  
**FINANCE**

October 21, 2014

The Finance Department Update session was duly called to order at 5 p.m. in the Boardroom, 620 East University Ave., Gainesville, Florida. Present were: Gunnar Paulson, Chairman, Leanetta McNealy, Vice-Chairman; April Griffin, Carol Oyenarte and Eileen Roy Board members; Owen Roberts, Superintendent; staff members; and David Delaney, Board Attorney.

The meeting was called to order by Chairman Gunnar Paulson and Superintendent Roberts defined the meeting and turned it over to Mr. Scott Ward, assistant superintendent, Planning and Budget.

Mr. Alex Rella, Budget Director, assisted Mr. Ward with the opening presentation, which included:

- General Budgetary Timeline
- General Fund Budget - adopted in September and amended monthly for the following reasons:
  - Budget Transfers,
  - roll forward balances for Special Projects
  - new Revenues
  - CALC 3 & 4 changes in revenues
  - allocations for special projects
  - adjustments for negotiated salary increases
  - unanticipated expenditures
  - End-of-Year Timeline
- Projections were reviewed, through the Capital Outlay Full-Time Equivalency (COFTE) Forecast, including enrollments and facilities capacity utilization.

Mr. Ward then reviewed some typical reports online and offered hard copies at any time, if a Board member prefers that. He also encouraged Board members to contact him or Mr. Rella with questions at any time.

Mr. Ward referred to a report that was requested on the statute limitation on contingency. He stated that it will be available soon and will continue to be provided on a monthly basis.

Mr. Ward stated that all districts have recently submitted budget and FTE data to the state. After that is compiled, the FEFP formula will be recalculated for every district and the information generally comes out in mid-December. That will provide a better idea of revenue.

Mrs. Griffin inquired about the Audit Committee that had been suggested, stating that she thought it was a good idea. Dr. Roberts said that more about that would be forthcoming.

Mr. Ward responded to Board member questions.

Chairman Paulson stated it was a good presentation and asked for some information to be put online about Food Service.

The Finance Update Presentation meeting was adjourned at 5:45 p.m.