

School Budget Review Committee

George Howard Building
3430 Court House Drive
Ellicott City, Maryland 21043-4392

Approved

Minutes

August 30, 2016

The following members were in attendance: Sheila Bishoff, Olga Butler, Ron Caplan, Ann De Lacy, Ellen Flynn Giles, Ananta Hejeebu, Joshua Kaufman, Paul Lemle, Ryan Sturm, Larry Twele, Jason Werther, and Bill Woodcock. In addition, Council Chairperson Calvin Ball, County Attorney Gary Kuc, County Auditor Craig Glendenning, auditor Steve Peters, and Council analyst Jeff Meyers also attended.

The video/audio archive of the meeting is available at this web address:

<http://cc.howardcountymd.gov/Online-Tools/Watch-Us>

Council Chairperson Ball began the meeting at 6:32 p.m. with introductory remarks. Mr. Kuc presented the Committee with information about the requirements and applicability of the Open Meetings Act, the Public Information Act, and the County Ethics Law. He cautioned the Committee that in some cases email conversations, conference calls, and relatively impromptu gatherings have been found to be subject to the Open Meetings Act.

Staff members and committee members introduced themselves to each other. After a short discussion, by unanimous voice vote, Mr. Kaufman was elected chair and Ms. Butler was elected vice-chair of the Committee.

The Committee reviewed its duties as spelled out in Council Resolution 88-2016. Members made suggestions about how each duty was to be interpreted and how the Committee should proceed. Several members were concerned about the nature and timing of the Committee's deliverables.

A consensus emerged that the next step should be a session to learn about the timelines for developing and approving the operating and capital budgets, the various milestones (including internal HCPSS budget formulation milestones), and the legal and practical constraints on the budgeting process. The committee directed Mr. Kaufman, Ms. Butler, and Mr. Meyers to

collaborate on a letter to the Superintendent to request that a representative brief the Committee on those matters. The briefing should also cover the formulas that HCPSS uses to calculate staffing expenses, the relationship between long-range facilities and attendance area plans and annual capital budgets, how the concept of zero based budgeting is practically applied within HCPSS and ways that concerns or tradeoffs are factored into each step of the process.

The Committee discussed when and how often to meet and determined that twice a month is appropriate for now. Mr. Meyers will check on room availability and poll the members to find the best times for September.

Several Committee members remarked on the importance of taking an unemotional, civil approach throughout the Committee's deliberations even in the face of passionate differences of opinion. It is also hoped that those who testify before the Committee will be treated respectfully and that their testimony will not incur retribution by anyone.

Mr. Kaufman recommended that Committee members review the various documents that are now and will be made available to them.

The Committee adjourned at 8:03 p.m.