



## Delaware Design-Lab High School

### Citizens' Budget Oversight Committee (CBOC) Meeting

**Monday, 25 April 2016, 6:00 p.m.**

179 Stanton Christiana Rd, Newark DE, 19702

### Minutes

#### Present

Don France, Chair

Cory Budischak, Secretary

Dr. Cristina Alvarez, DL CEO

Richard Riggs, CSO Representative

Paul Miller, DL Vice Chair and Interim Treasurer

Mary Diamond

Brian Shulman, Community Member

#### Absent

Shelley Ennis, Community Member

Financial reports were given to CBOC members on 4/22 for review before the meeting.

Meeting commenced 6:05pm

Mr. Budischak: Noted that there is no salary for custodian (line item 15)

Dr. Alvarez: Contracted with a cleaning company for this year. The custodial units were used for renovation this year and next year will be used to hire a custodian that will focus more on building maintenance.

Mr. Budischak: The line item (~14) for counselor is zero.

Dr. Alvarez: A counselor is on staff. Innovative schools will see which line item this is coded to.

Mr. Budischak and Mr. Miller: Line item 16 and Line item 29 both contain substitute teachers. Are we double counting?

Dr. Alvarez: At one time the school was not using a substitute service and were hiring consultants one by one. Liability insurance made this difficult so they switched about mid-year to a substitute service and are no longer employing anyone directly. Will check to see how this is coded with Innovative Schools

Mr. Budischak: Bus service seems to be way under budget.

Dr. Alvarez: Right now the school owes some money to the bus company. The company is not providing the contracted services. The school will be paying more, but probably not as much as was invoiced. Once there are more students, there will be more efficiency and costs will go down per student. They are going to work on communicating the busing issues for the upcoming year to the parents.

Note: No one from Innovative Schools was present at the meeting. Innovative Schools is the vendor paid by Design-Lab to provide financial services. CBOC members had questions that could not be answered due to the vendor's unexpected absence.

Meeting Adjourned: 6:30pm