

# DRAFT

## CITIZENS BUDGET ADVISORY COMMITTEE MEETING

Mar. 7, 2019 at 8 a.m.

CCPS CENTRAL OFFICE BOARD ROOM

### CITIZEN ATTENDEES

Ronique Day, Bermuda (by telephone)

Jeffrey McMahan, Clover Hill District

Brenda Stewart, Matoaca District

Bryan Aud, Midlothian District

Sam Kaufman, At-Large

Christopher Williams, Chair, At-Large

### SCHOOL DIVISION ATTENDEES

Mervin B. Daugherty, Ed.D., Superintendent

Christina Berta, Chief Financial Officer

Susan Newton, Director of Management and Budget

Nita Mensia-Joseph, Chief Operations Officer

Francine Bouldin, Executive Director of Human Resources and Employee Services

Kim Carter, Director of Compensation and Benefits

John Thumma, Director of Facilities and Maintenance

Rob McDaniel, Clerk and Executive Assistant to the School Board

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**Mr. Williams** called the meeting to order at 8 a.m.

### **I. APPROVAL OF MINUTES**

Upon motion of **Mr. Aud**, seconded by **Mr. Kaufman**, the committee unanimously approved the Jan. 10, 2019 and Feb. 7, 2019 minutes as drafted.

### **II. SCHOOL BOARD'S APPROVED BUDGET REVIEW**

**Mrs. Berta** presented the School Board's approved FY2020 operating budget and FY2020-24 capital improvement plan to the committee.

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*PLEASE NOTE: The materials and audio for this meeting can be obtained by contacting the clerk's office at [ccpsschoolboard@ccpsnet.net](mailto:ccpsschoolboard@ccpsnet.net).*

**Discussion** topics included: allocations of additional staff; sick leave accrual; funding for Appomattox Regional Governor's School; outsourced legal services; CBAC's recommendations to the School Board; budget and spending priorities; student enrollment projections; budget revisions; school resource officers; and, school nutrition.

### **III. SUBSTITUTE PAY REVIEW**

**Ms. Bouldin** and **Ms. Carter** shared data related to substitute pay rates and substitute job fill rates by school.

**Discussion** topics included: the unfilled substitute job rates; substitute data collection opportunities; and, substitute mileage reimbursements.

### **IV. CUSTODIAL SERVICES UPDATE**

**Ms. Mensia-Joseph** and **Mr. Thumma** provided an update on custodial services.

**Discussion** topics included: biometric scanners for employee use when clocking in and out; vendor APPA scores; the custodial management process; custodial contracts; the custodial complaint log; funding for custodial outsourcing; contractor hours; and, APPA scoring oversight.

### **V. NEXT MEETING**

**Mr. Williams** announced that the next CBAC meeting would be held at 8 a.m. Apr. 11 in the CCPS Central Office Board Room.

### **VI. ADJOURNMENT**

**Mr. Williams** adjourned the meeting at 9:47 a.m.