

*SPENCERPORT CENTRAL SCHOOL DISTRICT*

**BUDGET FOCUS GROUP**

**October 19, 2021**

**I. Charge**

The Budget Focus Group (BFG) will provide the district personal and community perspective during the preparation of the 2022-2023 budget that will be presented to the public on May 17, 2022.

In this capacity, the Budget Focus Group will function as an open forum that will meet up to six times (checkpoints) during the budget development process. The general guidelines are that the district is looking for a variety of opinions and perspectives from school community members to be considered as the 2022-2023 budget is developed.

*The checkpoints are anticipated to be as follows:*

- **Checkpoint I - Organizational Meeting – January 25, 2022 at 6:00 p.m.**  
Sharing of personal and community perspective  
Introduction to developing a school budget  
Obtain feedback from participants
- **Checkpoint II –February 08, 2022 at 6:00 p.m.**  
Review revenue (property tax, state aid projections, local sources)  
Review tax cap implications  
Current state and emerging challenges and opportunities  
Obtain feedback from participants
- **Checkpoint III –March 01, 2022 at 6:00 p.m.**  
Review expenditures  
Provide input as we approach the midpoint of budget development  
Obtain feedback from participants
- **Checkpoint IV – March 15, 2022 at 6:00 p.m.**  
Review expenditures  
Discussion of NYS budget development and implications for the District  
Obtain feedback from participants
- **Checkpoint V – March 29, 2021 at 6:00 p.m.**  
Discussion regarding current budget status  
Discussion of NYS budget development and implications for the District  
Obtain feedback from participants
- **Checkpoint VI – April 12, 2022 at 6:00 p.m. (BOE Meeting)**  
Superintendent’s proposal for the 2022-23 budget  
Communication plan for informing the community  
Obtain feedback from participants

## II. Composition

The composition of the Budget Focus Group shall be district stakeholders from the community, which includes but are not limited to parents, members of civic organizations, senior citizen groups, business and government leaders and district staff (the recruitment process will specify expectations of members). We will also have Ad Hoc committee members from the Board of Education, superintendent and his cabinet.

	<u>Number</u>
Parents: Elementary School	<i>Maximum of</i> 8
Middle School	<i>Maximum of</i> 4
High School	<i>Maximum of</i> 4
High School students	2
Senior citizen representatives	TBD
Civic Organizations	TBD
Business and government leaders	TBD
*Faculty	3
*Staff	3
*Administrators	3
Total	<u>TBD</u>
<i>Ad Hoc Members:</i>	
Superintendent of Schools (K. Swann)	1
Asst. Supt. for Instruction (T. Zinkiewich)	1
Asst. Supt. for Business (R. Wood)	1
Asst. Supt. for Human Resources (J. Lissow)	1
Exec. Director of Ops. and Sp. Projects (J. Saltzberg)	1
Communication Specialist (L. Cypher)	1
Board of Education President (K. Hutton)	1
Board of Education member (G. Kincaid)	1

\*Please note: Membership from district staff will be proportionate to community membership.

## III. Proposed Calendar

October 19, 2021	Superintendent and Board of Education discusses charter and composition
October – December 2021	Membership recruitment
January 4, 2022	Board of Education approves Budget Focus Group membership