

**NRSD Finance SubCommittee Overarching Goals 2015-2016
Draft - Detailed Activities & Timing**

(Incorporating Sept 28, 2015 revisions)

(Subject to further review and revision at Finance SubCommittee meeting of Oct 7, 2015)

1. Collaboration and development of budget process with NRSD Administration, with an annual and long term perspective.

Activities	Timing
Document the budget process, internal to the NRSD Administration and with the School Committee.	August, September 2015 and ongoing
Review budget process and revise as appropriate, in consultation with the School Committee and the Administration.	Ongoing, from September 2015

2. Report to School Committee in the form of Interim reports and recommendations.

Activities	Timing
Share documents describing budget process	August & September 2015, & ongoing
Review Preliminary Revenue report for FY 2017	September & October 2015
Review Preliminary Expenditures for major categories of Expenditures for FY 2017	October 2015 through January 2016
Report on consolidated proposed Budget FY 17 as presented by the Administration	January & February 2016
Additional reports as requested or needed	As needed or requested

3. Work toward understanding components of Income, Expenditure, Liabilities and Assets of the NRSD.

Activities	Timing
Document budget process in goal one.	August, September, October 2015
Review Projected and Past Revenue, and related income for revolving or other funds with balances	September & October 2015
Review Projected and Past Expenditures <ul style="list-style-type: none"> - Contracted Services & Equipment - Staff: Teachers, Non-Teachers, Administration - Out of District: Choice, Charter, Special Education 	October & November 2015

<p>expenditures</p> <ul style="list-style-type: none"> - Additional categories, as the Subcommittee may consider 	
Review Capital & Facilities expenditures: Projected and Past activity	December 2015
Review Expenditures from program & location, and other perspectives	To be determined
<p>Miscellaneous:</p> <p>Review financial liabilities and funding plans for them:</p> <ul style="list-style-type: none"> - Other Post Employment Benefits (OPEB) - Bonds - Other Liabilities, as the Subcommittee may consider <p>Review long-term funding processes</p> <ul style="list-style-type: none"> - Bonds, - Stabilization Funds 	To be determined
Draft review, narrative, or other commentary or explanatory material about the final-form proposed FY 2017 Budget	January 2016
Review need for budget-vs.-actual reports in relation to Warrants, and other fiscal cycles of NRSD	To be determined
<p>Review budget and commitments in relation to a multi-year perspective.</p> <p>Examples:</p> <ul style="list-style-type: none"> - Contracts with bargaining units - services & equipment contracts - new programs - ongoing programs - Member Town finances and tax levy status 	To be determined
Incorporate a review of Member Town financial positions and tax levy status as part of the budget process.	To be determined

4. Develop communications process to inform about NRSD Finances, to member town leadership and the member town communities, and to be informed about about Member town finances.

Activities	Timing
Produce and revise documents and reports suitable for wide dissemination. See Goals 2 & 3 above.	To be Determined
Consider, in collaboration with School Committee and Administration, the form and variety of meetings that will be most effective during the budget development process.	To be Determined