

BAC MEETING MINUTES 10/2/07

The meeting began at 7:10 in Room 305 at Samoset.

The following members attended: Gary Carruthers, Paul Killian, Ed Hudson, Linda King, Alan Sacher, Joe Accurso, Frank Christiano and Liz Morrison. From the district office was Ron Sacks. Also attending and speaking were Catherine Nocco, School Purchasing Agent and Nancy Merkle from the Purchasing Dept. There were no visitors.

The following topics were discussed:

- Review and approval of the BAC meeting minutes from 9/18/07.
- Mr. Sacks distributed the Sachem Insurance Policy obtained through NYSIR. He explained self-insurance verses an insurance company. How the policy works. How funds are distributed. How Sachem compares to other districts. What is covered through NYSIR and how claims are paid. Mr. Sacks and the committee discussed what funds are used for rejected claims and what factors affect premiums. The committee talked about what areas the BAC could look at to help reduce premiums.
- Catherine Nocco and Nancy Merkle along with Ron Sacks talked about purchasing procedures. They discussed the process of how textbooks are purchased, who approves requests and how bids go out. The committee brought up the question about the duplication of textbooks that are used for the classroom and home. The textbook budget runs around \$1.329 million and the district receives about \$1 million in textbook aide. Other purchasing topics consisted of how money is allocated to each department and school, the process of how purchase orders are approved or denied, the chain followed for purchases and how bids work for all purchases. It was also explained how and why all copiers are leased.
- Mr. Sacks discussed how allocated funds could be transferred to other lines in the budget and the process of checks and balances.
- Alan Sacher and Paul Killian discussed their thoughts on class offerings and how they plan to continue their review.
- The committee discussed the expense of school trips and where the funds come from.
- There was a brief review of workers compensation.
- The committee will continue to look into custodial overtime, new sub salaries, clerical costs and clerical overtime.

The meeting ended at 9:15 and the next meetings are scheduled for 10/23, 11/13 and 12/4. All at 7:00 in the Samoset Library.