

**FINANCE AND LONG RANGE BUDGET PLANNING COMMITTEE**  
**MINUTES – MEETING OF JANUARY 17, 2012**

**IN ATTENDANCE:** Members - Charles Kleinschmidt and alternate Steve Adams

**ABSENT:** Committee Chair - Michael Hartline, member - David Shafter

**STAFF:** Dr. Jenny Cressman, Christopher M. Berdnik, William Gretton, Robert Reed

**BOARD MEMBERS:** Mark B. Miller, Andrew Pollock

**COMMUNITY:** Robert A. Shaffer

**CALL TO ORDER:**

The meeting was called to order at 7:02 p.m. and members of the Board and public introduced themselves.

**MINUTES:**

It was moved by Mr. Adams and seconded by Mr. Kleinschmidt to approve the minutes of the December 19, 2011 meeting. **Motion carried 2-0.**

**BENEFITS/PAYROLL:**

**a. Status of DVHIT transition**

Mr. Berdnik reviewed the status of DVHIT and explained that we would be with the program for at least two years. No action was required, informational only.

**b. Progress of PSEA health care consortium**

Mr. Berdnik explained that the consortium is trying to get the program together and that the District will not be involved unless it is a better program than what we have now.

**PURCHASING:**

**a. Bids**

**i. Facilities**

Mr. Berdnik explained that these are supplies/repairs that would be utilized by maintenance and food services. The annual spend would depend upon on-going needs. Many vendors utilized as needs arise. Blanks are due to some vendors only bidding certain supplies. Mr. Kleinschmidt made a motion to move the facilities bid to the Board for approval, Mr. Adams seconded. **Motion carried 2-0.**

**ii. Computers**

Mr. Berdnik explained the computer bid. Base bid was for 300 desktops and 100 laptops for a specific unit and one-year warranty. Bid provided an option for “open box” units. The District recommendation is to purchase new from Dell, Inc. with the one-year warranty. After a short discussion, Mr. Kleinschmidt made a motion to move to the full board the awarding of the computer bid to Dell, Inc., Mr. Adams seconded. **Motion carried 2-0.**

**b. Follett textbook buyback**

Mr. Berdnik explained that Follett would be a second vendor to purchase obsolete textbooks from the District. Mr. Adams made a motion to move to the full Board, Mr. Kleinschmidt seconded. **Motion carried 2-0.**

**c. Authorization to purchase Skyward programming hours**

Mr. Berdnik explained the Skyward programming hours purchase. Mr. Reed outlined various utilization of the programming time. After a discussion, Mr. Kleinschmidt made a motion to move this forward to the full Board, Mr. Adams seconded the motion. **Motion carried 2-0.**

**d. Scantek Scanning – HR**

Mr. Berdnik recommended the District award lowest proposal to Scantek. Mr. Adams made a motion to move to the full Board payment to Scantek not to exceed \$3,100 for the electronic conversion of one school year of employee records, Mr. Kleinschmidt seconded. **Motion carried 2-0.**

**REVENUES**

**a. Appeal for waiver of penalty and interest**

Mr. Kleinschmidt made a motion to approve the waiver of penalty and interest, Mr. Adams seconded. **Motion defeated 0-2.**

**REALITY BASED BUDGETING**

**a. Review of analytical statements/updated projection**

Mr. Berdnik stated that as a whole, trends continue to support a slightly positive year end projection. Local revenues lag behind the adopted budget, while state and federal resources reflect declining categorical resources. Expenditures are behind budget expectations, but the majority of expenditures are driven by salaries and benefits. Mr. Shaffer inquired whether \$4.1 million shortfall was in 2012-13. Mr. Berdnik replied yes.

**b. 2012/13 budget development update**

**i. PDE 2028 with Act 1 exceptions**

Mr. Berdnik explained the budget calendar and the District must adopt the preliminary budget for 2012-13 by January 25<sup>th</sup>. Mr. Adams made a motion to send to the full Board a resolution to adopt the preliminary General Fund Budget for fiscal year 2012-13 and authorize submission to the Pennsylvania Department of Education by January 30, 2012 in compliance with Special Session Act 1 of 2006, seconded by Mr. Kleinschmidt. **Motion carried 2-0.**

Mr. Kleinschmidt made a motion to send to the full Board a resolution directing Administration to submit the back-end referendum exceptions for Grandfathered Debt and Retirement obligations as incorporated in the preliminary budget to PDE by February 9, 2012, Mr. Adams seconded. **Motion carried 2-0.**

**ii. State budget outlook**

Mr. Berdnik reviewed the freeze of state funds. He encouraged continued message be sent to the public.

**iii. Potential staffing reduction**

Mr. Berdnik reviewed the proposed staffing cuts for the upcoming 2012-13 school year indicating that there could be a potential for as many as sixty (60) positions eliminated. Mr. Berdnik reminded the Board that action would have to be taken by the Board for the proposed staffing cuts. Mr. Shaffer asked about PASBO cost cutting ideas. Mr. Berdnik stated that the District continued to look at the PASBO cost cutting ideas and have done several. Mr. Shaffer suggested review of the Alternative Revenue Committee ideas.

The next Finance Committee meeting will be Tuesday, February 21, 2012 at 7:00 p.m.

Mr. Kleinschmidt made a motion to adjourn the Finance Committee meeting at 8:30 p.m., Mr. Adams seconded. **Motion carried 2-0.**

Respectfully submitted,

Christopher M. Berdnik  
Chief Financial Officer