

**FINANCE LONG RANGE BUDGET AND PLANNING COMMITTEE
MINUTES
November 18, 2013**

IN ATTENDANCE: Committee Chair Michael Hartline, members Charles Kleinschmidt, David Shafter, Alternate Steve Adams was absent

BOARD MEMBERS: Mark B. Miller

STAFF: Dr. Joyce Mundy, Christopher M. Berdnik, Robert Reed

PUBLIC: None

CALL TO ORDER

Mr. Hartline called the Finance Committee meeting to order at 7:00 p.m. by asking the members of the Board, staff, and public to introduce themselves.

MINUTES

Mr. Kleinschmidt made a motion to approve the minutes of October 21, 2013, Mr. Hartline seconded.

Motion carried 2-0-1. [Mr. Shafter abstained, he was not present at the October 21, 2013 meeting.]

PURCHASING/CONTRACTS

a. Automated Communications Bid

Mr. Shafter made a motion to move to the full Board the recommendation to reject all bids, Mr. Kleinschmidt seconded.
Motion carried 3-0-0.

b. BCIU Homestead Consortium

Mr. Berdnik explained that this item was a routine annual item to be approved for the mailing of the annual homestead exemption notices.

Mr. Shafter made a motion to move to the full Board, Mr. Kleinschmidt seconded. Motion carried 3-0-0.

c. MAP Assessments

Mr. Berdnik explained that Administration was seeking preliminary approval from the Finance Committee for the purchase of student licenses for the Measures of Academic Progress (MAP). The

monies for 2013-14 are budgeted. If the Committee endorses this purchase, it will go to the Education Committee which will go into in depth details of the product. Mr. Hartline asked that a motion be made to move to the Education Committee.

Mr. Shafter made a motion to move to the Education Committee, Mr. Kleinschmidt seconded. Motion carried 3-0-0.

d. Warminster Township Rock Salt Cooperation

Mr. Berdnik explained that in the past this arrangement may have been informal, but cooperative purchasing code would suggest the arrangement be more formal. The Township buys their salt through a municipal consortium and their cost would be passed on to the District. Mr. Berdnik stated that the second paragraph would have a revision before the final agreement would be presented to the Board.

Mr. Shafter made a motion to move to the full Board the agreement with the second paragraph being amended, Mr. Kleinschmidt seconded. Motion carried 3-0-0.

e. Forthcoming Technology items for December Board Action

Mr. Berdnik explained that the District held a meeting consisting of individuals representing the School Board, District Administration, principal, technology faculty member, and technology support staff to review the need and available design alternatives to replace the District's data back-up and server virtualization systems. As a result of this meeting, RFPs have been developed and placed on the District website. Proposals will be delivered to the District by December 6, 2013, to be placed on the agenda for the December 10, 2013 Board meeting. In light of recent failures of these systems and the upcoming holidays, this timetable would allow for the replacement of the existing systems on an expedited basis.

Mr. Shafter made a motion to move to the full Board, Mr. Kleinschmidt seconded. Motion carried 3-0-0.

ALTERNATIVE REVENUES

a. Better World Books

Mr. Berdnik explained that Library Services team was recommending to use a vendor to extract value from any discarded library materials, similar to the process for the sale of out of service textbooks.

Mr. Shafter inquired as to what the District would receive in return for the sale of materials. Mr. Berdnik stated that the Administration would obtain the information to be presented at the next meeting.

Any action would be tabled until the next meeting on December 16, 2013.

REALITY BASED BUDGETING

a. Review of open and potential operations projects

Mr. Berdnik presented a document that was created to track open projects and initiatives within the District. The document does not mean the project(s) are approved, budgeted, or funded. It is a tool for Administration to evaluate what the needs of the District are within each building. Input is gathered from building supervisors and principals.

b. Review of updated projection and analytical reports

Mr. Berdnik reviewed the financial statement highlight as of October 31, 2013. The revenues were running very close to budget, expenditures were slightly behind budget. The Board had adopted multiyear strategies to smooth some of the forthcoming spikes in expenditures, such as the deposit of funds equal to the District's early retirement incentive obligations from the summer of 2012. Any good fortune in 2013-14 should be transferred to the capital reserve or debt service fund.

In the long term meeting the PSERS crisis and Affordable Care Act head on will like require a mix of Act 1 increases and staffing adjustments (e.g., middle school model).

Our 2014-15 budget development message challenges each department to improve efficiency and effectiveness aligned with the adopted strategic plan.

READ AT HOME

Mr. Berdnik briefly reviewed each of the read at home items.

- a. Affordable Care Act Updates
- b. Centennial Shares
- c. Demand Response
- d. PECO

- e. MBIT Preliminary Budget & Lease Rental
- f. Special Education Data Report
- g. Transportation Updates

NEXT MEETING

Mr. Hartline stated that the next meeting will be held Monday, December 16, 2013, at 7:00 PM

ADJOURNMENT

Mr. Kleinschmidt made a motion to adjourn the meeting, Mr. Shafter seconded. Motion carried 3-0-0. The meeting was adjourned at 7:42 p.m.

Respectfully submitted:

Christopher M. Berdnik
CFO