

FINANCE LONG RANGE BUDGET AND PLANNING COMMITTEE
MINUTES
SEPTEMBER 11, 2012

IN ATTENDANCE: Committee Chair Michael Hartline, members Charles Kleinschmidt [arrived 7:02], David Shafter, alternate Steve Adams

BOARD MEMBERS: Mark B. Miller

STAFF: Dr. Jennifer Cressman [arrived 7:02], Christopher M. Berdnik, William Gretton,

PUBLIC: Mr. Shafter

CALL TO ORDER

Mr. Hartline called the meeting to order at 7:00 p.m. and asked the members of the Board, Staff and public to introduce themselves.

MINUTES

Mr. Shafter made a motion to approve the minutes of August 20, 2012, Mr. Adams seconded.
Motion carried 3-0-0.

PURCHASING/CONTRACTS

a. Achieve 3000

Mr. Berdnik stated that Achieve 3000 is a site license for the enrichment of students. Dr. Cressman acknowledged that Achieve 3000 has been used for approximately five years to monitor the progress of preparation for the PSSAs. It has been most effective for special education students. Mr. Shafter made a motion to move to the full Board, Mr. Kleinschmidt seconded. Motion carried 3-0-0.

b. RICOH Trac demonstration

Mr. Berdnik gave a brief demonstration of the Trac website submission of copy jobs that was implemented with the teachers at the start of the school year going away from paper submission.

REVENUES

a. Request for waiver of penalty

Mr. Berdnik explained that a taxpayer was requesting a waiver of penalty fees for late filing of business privilege tax. Mr. Hartline stated that the precedent of the committee was to not grant any waiver of penalty fees. Mr. Shafter made a motion to move to reject the waiver of penalty of fees, Mr. Kleinschmidt seconded.
Rejection carried 3-0-0.

b. Community contribution – comparison of real estate tax burden

Mr. Berdnik thanked Mr. Shaffer for providing to the Committee the 2012-13 Bucks County School District Real Estate Taxes. The Centennial School District has the second lowest real estate tax burden on this basis.

c. Tax collector compensation – advisory notice of forthcoming action needed

Mr. Berdnik wanted the new members of the Board to be aware that the local elected tax collectors compensation must be approved by February 15, 2013 for the four year term commencing January 2014. A meeting with the tax collectors has been scheduled and a proposal will be forthcoming in a future committee meeting.

REALITY BASED BUDGETING

a. 2013/14 State outlook

Mr. Berdnik gave a brief overview of the State's outlook for 2013/14. Due to increases in pension obligations and other cost drivers are projected to consume an even greater share of the commonwealth's budget. Therefore, agencies (school districts) should not assume funding increases for the 2013-14 fiscal year and should continue to evaluate current programs and recommend changes that will improve program management and operations, reduce costs and optimize direct services.

b. Status of construction contingency – information only

Mr. Berdnik wanted the committee to know the current status of construction contingency. Mr. Shaffer asked what made up the amount of overage at William Tennent High School. Mr. Hartline stated that it was the planetarium and special experience room.

c. Draft Bucks Tax Collection Committee budget – information only

Mr. Berdnik presented the proposed 2013 budget of the Bucks County Tax Collection Committee. The cost for Centennial is on the assessment share based on EIT revenue. The expenditure for Centennial will be approximately \$1,500.

d. Review of reports and projection – information only

Mr. Berdnik gave a brief overview of the financial reports and projections for the end of the fiscal year. The local auditors are due in at the end of the month.

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a. Internal controls – discussion

Mr. Berdnik explained some of the internal controls being used in the District and future controls to be developed. Mr. Hartline stated that internal controls will be addressed in future meetings.

Mr. Shaffer inquired as to why alternative revenue was not on the agenda. Mr. Hartline replied that there was nothing to report for this meeting. Mr. Miller asked that the topic of reconvening the Alternative Revenue Committee be on the agenda for the next meeting.

Mr. Hartline so noted.

Mr. Hartline stated that the next Finance Committee meeting would be on Monday, October 15, 2012 at 7:00 p.m. The meeting was adjourned at 7:54 p.m.

Respectfully submitted,

Christopher M. Berdnik
CFO