

FINANCE AND LONG RANGE BUDGET
PLANNING COMMITTEE MINUTES – MEETING
OF May 18, 2015

IN ATTENDANCE: Committee Chair Steven Adams, members Michael Hartline, Mark B. Miller, alternate Charles Kleinschmidt

BOARD MEMBERS:

STAFF: Katie Braun, Dr. Jennifer Polinchock, Raymond Kase, Timothy Trzaska

PUBLIC:

CALL TO ORDER

Mr. Adams called the meeting to order at 7:00 p.m.

MINUTES

2.1 Approval of Minutes from April 20, 2015 (Action)

Mr. Miller made a motion to approve the minutes from April 20, 2015, Mr. Hartline second.
Motion carried 3-0-0.

PRESENTATION

3.1 2015-16 Capital Reserve Budget (Action)

Ms. Braun reviewed the Capital Reserve Budget which she and Mr. Trzaska worked on for the 2015-16 school year. She stated that the District is expecting the capital reserve fund to have a projected ending balance of \$2.3 million, based on information Administration had for any payments to be made prior to June 30, 2015.

With the sale of the Hart School (\$438,000), Newtown Road Frontage (\$1,400,000), and the general fund transfer (\$800,000) for the 2015-16 school year, the following projects are anticipated to be completed/started in 2015-16:

Swan Way Building Renovation	\$3,250,000
Klinger Roof Repair Over Classroom	\$ 100,000
McDonald New Parking Lot	\$ 620,000
Klinger/Log Fire Alarm Upgrades	\$ 250,000
Klinger/Log Replacement of (6) AHU's	\$ 150,000
Willow Dale Installation of Electronic Sign	\$ 30,000
Replacement of Garage Doors at Transportation	\$ 16,500
Macadam Parking Lot Repair at Transportation	\$ 20,000
Purchase of a New Dump Bed for Operations	\$ 12,000

Middle School Feasibility Study	\$ 30,000
William Tennent Tennis Court Repairs	\$ 27,820
Unforeseen Emergencies	\$ 10,000

The 2016-17 and 2017-18 school years are estimates and were included to give the Board a sense of what to expect in future years.

Mr. Hartline inquired about the Plan Con monies, whether they could be transferred to Capital Reserve from the General Fund. Ms. Braun replied that she would check with the auditors.

Mr. Miller made a motion to move to the full Board, Mr. Hartline second. **Motion carried 3-0-0.**

3.2 2015-16 Food Services Budget (Action)

Ms. Braun reviewed the Food Services Budget which was presented in April for final approval.

Mr. Hartline inquired whether Food Service has paid back to the General Fund the charge back for equipment. Ms. Braun replied that she would investigate and report back to the Committee.

Mr. Hartline made a motion to move to the full Board, Mr. Miller second. **Motion carried 3-0-0.**

3.3 2015-16 Debt Service Budget (Action)

Ms. Braun reviewed the Debt Service Budget stating that the District was using Debt Service investments to pay.

Mr. Hartline made a motion to move to the full Board, Mr. Miller second. **Motion carried 3-0-0.**

3.4 2015-16 Proposed Final Budget Presentation (Information)

Ms. Braun reviewed the Final Budget which was not changed since approval in April for adoption June 9, 2015. Ms. Braun reviewed that backup which will be included in the June 9, 2015 resolution.

Mr. Miller pointed out that the State budget could change what will be presented on June 9 depending on any decision on PSERS. The District would have to monitor closely.

Mr. Hartline stated that the budget would be passed before the State would be voted on.

Mr. Adams stated that the District made a lot of cuts and if we received a rosier picture, maybe the District would not have to make as many cuts or move more to budgetary reserve.

Mr. Miller stated that there was another meeting on June 23, 2015 before Board had to vote on the 2015-16 budget.

Mr. Miller made a motion to move to the full Board, Mr. Hartline second. **Motion carried 3-0-0.**

FINANCE

4.1 Financial Highlights as of April 30, 2015 (Information)

Ms. Braun reviewed the financial highlights as of April 30, 2015, noting the following:

- Local revenues were up slightly.
- State revenues are up due to: Social Security Subsidy payment in the amount of \$136,469.23; Basic Education Subsidy of \$1,625,589.83 and PlanCon (rental subsidy reimbursement) of \$1,980,720.74.
- Federal revenues were down with the District receiving Title I, II and III payment in the amount of \$72,271.16.
- Earned Income Tax collections were down due to the state of the economy.
- Real Estate Transfer Taxes were down.
- Expenses were approximately 7% higher.

PURCHASING/CONTRACTS

5.1 Prosoft Renewal (Action)

5.2 NCE Service Agreement (Action)

5.3 Media Cast Renewal Agreement (Action)

5.4 Alcatel-Lucent Renewal Agreement (Action)

5.5 Educere Agreement (Action)

5.6 2015-16 SchoolDude Contract Renewals (Action)

5.7 2015-16 Ambulance Services Contract (Action)

Ms. Braun reviewed the purchasing contract for 5.7 2015-16 Ambulance Service, before the Committee approved the purchasing/contracts as a consent agenda.

Ms. Braun explained that the Ambulance Service Contract bid went out to providers whom provided 911 services.

Mr. Kleinschmidt stated that the pricing did go up because of more paid staff on the rigs.

Mr. Hartline inquired whether the bid could be go out for a three year term.

Ms. Braun replied that in the future as long as it was stated in the proposal and contract.

Mr. Miller inquired about 5.3 Media Cast Renewal Agreement.

Mr. Kase responded that the renewal agreement was crucial for keeping the TVs and announcements in all of the buildings operational, it does not service the cable channel (separate agreement).

Mr. Miller made a motion to move the consent agenda 5.1 through 5.7 to the full Board, Mr. Hartline second. **Motion carried 3-0-0.**

ACCOUNTING/PAYROLL

6.1 Treasurer Reappointment - Joseph Faust (Action)

6.2 2015-16 Game Worker Fees (Action)

6.3 2015-16 Conference Pre-Approval (Action)

6.4 2015-16 Membership Pre-Approval (Action)

Ms. Braun reviewed the consent agenda for Accounting/Payroll.

Mr. Miller made a motion to move the consent agenda 6.1 through 6.4 to the full Board, Mr. Hartline second. **Motion carried 3-0-0.**

EDUCATIONAL SERVICES

7.1 Ann's Choice Contract (Action)

7.2 Bucks Learning Academy Contract (Action)

7.3 Buxmont AEDY Contract (Action)

7.4 Buxmont Academy Contract (Action)

7.5 Delta ESY Contract (Action)

7.6 Lakeside AEDY Contract (Action)

7.7 Lakeside Placement Contract (Action)

7.8 LifeWorks AEDY Contract (Action)

7.9 Pathway ESY Contract (Action)

7.10 Silver Springs Martin Luther School ESY Contract (Action)

Dr. Polinchock briefly reviewed that Educational Services contracts which were approved in the Education Committee preceding the Finance Committee.

Mr. Miller made a motion to move the consent agenda 7.1 through 7-10 to the full Board, Mr. Hartline second. **Motion carried 3-0-0.**

ADJOURNMENT

Mr. Miller made a motion to adjourn, Mr. Hartline second. **Motion carried 3-0-0.**

Mr. Adams adjourned the meeting at 7:41 p.m.

Respectfully submitted,

Katie Braun
Assistant Business Manager

NEXT MEETING – June 15, 2015 at 7:00 p.m.

READ AT HOME

9.1 PLGIT Annual Report (Information)

9.2 Monthly Report - Title I (Information)

9.3 Monthly Report - Title II (Information)

9.4 Monthly Report - Title III (Information)

9.5 Monthly Report - IDEA (Information)