

FINANCE AND LONG RANGE BUDGET PLANNING COMMITTEE

MINUTES – MEETING OF August 15, 2011

IN ATTENDANCE: Committee Chair Thomas Reinboth, member Mark B. Miller, via telephone Member Michael Hartline

STAFF: Dr. Jenny Cressman, Christopher M. Berdnik, William Gretton III, Susan Klyman, Robert Reed

PUBLIC: Bob Carr, Jennifer Mohan, Steven Fallon, Anna Linn, Steve Adams

CALL TO ORDER:

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

MINUTES:

It was moved by Mr. Miller and seconded by Mr. Reinboth to approve the minutes of June 20, 2011 meeting. Motion carried 3-0.

Mr. Reinboth asked Mr. Berdnik to give an accounting of the auction which took place on Saturday, August 12, 2011. Mr. Berdnik stated that there were over a 100 registered buyers representing four states. The event took approximately four hours with results over what was expected. Participation was good and \$61,000 was the estimated sale total. After expenses for advertising etc., should net around \$50,000 plus.

BENEFITS/PAYROLL

A. 403(b) program updates

Mr. Reinboth asked Mr. Berdnik to give an update on this program. Mr. Berdnik stated the proposed changes to the 403(b) plan investment modifications were made on the recommendation of the District's 403(b) plan consultant. These changes are recommended based on the poor performance of the American Funds Balanced Fund over the past year and in keeping with the District efforts to provide the best available investment options to employees within allowable IRS 403(b) regulations. Mr. Berdnik also stated that he had met with the CEA and that they are in agreement. Mr. Reinboth asked for a motion. Mr. Miller made a motion to move the 403(b) program updates to the full Board for approval, Mr. Hartline seconded. Motion carried 3-0.

B. Status of DVHIT transition

Mr. Berdnik explained that the transition to DVHIT was proceeding as expected, with DVHIT conducting employee information sessions August 31, September 12 – 15 in different locations within the District. Mr. Hartline asked if there would be time after the 16th for anyone who could not make one of the sessions. Mr. Berdnik explained that if an employee will have the same coverage they have now unless they want to change plans. Mr. Reinboth explained that there were five different sessions at eight different locations.

C. Progress of PSEA health care consortium

Informational only, 15 schools have made the formal financial to form a self-funded joint Labor/Management Health Care Consortium as a study group.

CONTRACTS

A. Renewal of ambulance services

Mr. Miller made a motion to bring to the full Board on August 16, 2011, Mr. Hartline seconded. Motion carried 3-0.

B. Austill's Rehabilitation Services

C. BCIU #22 Alternative Education Services Agreement and Schedule of Services

D. New Jersey State Department of Education Mandated "Tuition Contract"

E. The Council of Southeast Pennsylvania

F. Valley Forge Educational Services

G. Wordsworth Academy

H. Youth Services Agency

Dr. Cressman wanted the Board to know that the District was trying to use standard contracts. Mrs. Klyman reviewed the contracts extensively and a comprehensive evaluation was provided by Mr. Garton's office (solicitor). Mr. Miller made a motion to move the contracts as a group to the full board on August 16 for approval, Mr. Hartline seconded. Motion carried 3-0.

PROPOSALS

A. I-Energy (behavioral modification to reduce utility consumption)

Mr. Reinboth welcomed Mr. Carr. Mr. Carr gave a presentation on the Schools for Energy Efficiency (SEE) Program, which was centered around the behavioral aspects of energy savings and the program materials offered by the I-Energy company. After a discussion on the program the topic was tabled until a later time in order to consider other alternatives. Mr. Berdnik stated that he, Mr. Gretton and Mr. Golden had a meeting scheduled with PECO to investigate additional savings related to our energy costs. His goal with this presentation was to make the Board aware of the different programs available.

PURCHASING

A. Transportation parts bid (reject and rebid)

Mr. Berdnik explained that we had received a low response to the original bid and requested that Board reject the original bids and rebid. Mr. Miller made a motion to move to the full Board to reject and rebid the transportation parts bid, Mr. Reinboth seconded. Motion carried 3-0.

B. Video over IP bid (from Operations)

Mr. Gretton recommended that Inventive Technology be awarded the Video over IP bid which was the low bid and met the specifications. He stated that much time was spent checking references and verifying that the specifications would be met. Mr. Miller commended Administration for the thoroughness to seek the proper contractor. Mr. Miller made a motion to move to the full board the Inventive Technology bid at a cost of \$149,402 and Mr. Reinboth seconded. Motion carried 3-0.

C. Cooperative purchase of floor cleaning system (from Operations)

No action needed information only. Mr. Gretton stated that the equipment is needed at the high school but it had been determined that the specific equipment requested was not on the any of the cooperative bids that the District was approved for purchase. He indicated that the equipment would save time and be more efficient. Mr. Berdnik stated that the bid would be very specific as to what type of equipment would need.

D. Approval to join BuyBoard cooperation

Mr. Berdnik explained that this would be another mechanism for the District to use in purchasing goods and services for the District. After a short discussion regarding fees, Mr. Miller made a motion to move to the full Board after clarification of fees, Mr. Reinboth seconded. Motion carried 3-0.

REALITY BASED BUDGETING

A. Adoption of 2012/13 budget calendar

Mr. Reinboth review the dates on the budget calendar with the committee stating that if was consistent with past years. Mr. Miller made a motion to move the 2012/12 budget calendar to the full board, Mr. Reinboth seconded. Motion carried 3-0.

B. Business Office Website

Mr. Berdnik updated the committee and the enhancements and updated information that the Business Office has posted on the Website and will be continuing to do so.

C. PASBO cost reduction task force

Mr. Berdnik updated the committee on what the PASBO Committee and Task Force Chair has on their agenda for the 2011-12 school year.

D. Reality-Based Budgeting presentation (including updated projection)

Mr. Berdnik presented the most recent Reality-Based Budgeting and gave projections of where the District will be over the next five+ years.

Finance meeting was adjourned by Mr. Reinboth at 9:04 p.m. The next meeting will be Monday, September 19, 2011

Respectfully submitted,

Christopher Berdnik
Chief Financial Officer