

PHOENIXVILLE AREA SCHOOL DISTRICT
Phoenixville, Pennsylvania

Minutes of the FINANCE Committee Meeting
February 13, 2019

Finance Committee Members Present:

Lisa Longo (5:30)

Ken Butera (5:40) left at 7:00

Jeesely Soto (5:36)

Finance Committee Members Absent:

N/A

Board Members Present:

Chris Caltagirone (5:32) left at 7:25

Eric Daugherty (5:30) left at 7:00

Blake Emmanuel (5:30) left at 7:00

Dave Golberg (5:36) left at 7:00

Lori Broker (5:45)

Kevin Pattinson (5:57) left at 7:25

Administrators Present:

Dr. Alan Fegley – Superintendent

Dr. Le Roy Whitehead – Assistant Superintendent

Chris Gehris – Director of Finance / Business Manager

Others Present:

Josh Gould

Joan Cadigan

Justin McAdams

John Mraz

Call Board Finance Committee Meeting to Order

The Finance Committee meeting was held in the Administration Building Committee Conference Room and was called to order at 5:30 p.m. by Ms. Lisa Longo, Chairperson.

OLD BUSINESS

1. APPROVAL OF JANUARY AND PERSONNEL 9, 2019 FINANCE MINUTES

After a brief discussion, the committee agreed to approve the minutes.

PRESENTATIONS:

Athletic / Activities Deep Dive

Mr. Gehris provided an extensive PowerPoint presentation of the District's spending on Athletics and Student Activities. There was lengthy discussion throughout the presentation. Ms. Longo stated that she would like to see more costs included like turf fields, other athletic fields and the MS Auditorium added to the costs (a portion) to give a clearer picture.

DISCUSSION ITEMS:

1. SUPPORT STAFF SUBSTITUTE RATES - REPORTING

Mr. Gehris gave a report stating that eight individuals were on the support substitute list for at least five years as of July 1, 2018. He noted that under approval on the Personnel report is a voting item to reinstate those eight individuals to their rate before the reduction this year.

2. DISTRICT MANAGEMENT COUNCIL - PROPOSAL

Dr. Fegley went over the proposal from DMG. There were questions from the committee members relating to the cost and rate of return for these services. Ms. Longo asked that this topic go on the March Finance agenda for further discussion.

3. PHOENIXVILLE HOSPITAL UPDATE
Mr. Gehris stated there was no update at this time.
4. EIT / OCCUPATIONAL TAXES - UPDATE
Mr. Gehris stated there was no update on this topic.
5. COLD WEATHER BUSES
Mr. Gehris detailed what the rules were for a cold weather bus and explained why there was not a cold weather bus for elementary students.

NEW BUSINESS / BOARD APPROVAL

Personnel Items

1. APPROVAL OF PERSONNEL REPORT – FEBRUARY 2019
 - a) Resignations
 - b) Termination
 - c) Substitute Rates
 - d) Appointments
 - e) Leave Request
 - f) Eagle Wolfington Employees
 - g) Volunteers
 - h) Informational Items
 1. Conference Requests
 2. Family and Medical Leave of Act (FMLA) Leaves of Absence
 3. Transfer

The Committee agreed to send the personnel report to the Board for approval.

Approval of Business Office Items

1. APPROVE THE DISBURSEMENT OF SCHOOL DISTRICT FUNDS – JANUARY 2019
Check #112196 (1/1/2019) to Check 112347 (1/31/2019)
ACH Payment #181900823 (1/1/2019) to ACH Payment #181900941 (1/31/2019)
Board approval is required for the disbursement of school district funds. The action requested in this item is the approval of the checks written and ACH payments made in January 2019. The committee discussed and agreed to recommend board approval.
2. ACKNOWLEDGE RECEIPT OF THE DISTRICT FINANCIAL REPORTS FOR JANUARY 2019 (CASH FLOW PROJECTION)
Board acknowledgement is required for the receipt of the monthly financial reports. The committee agreed to recommend board acknowledgement.
3. APPROVAL TO DEPUTIZE KEYSTONE COLLECTIONS GROUP AND NAME THEM AS THE DEPUTY TAX COLLECTOR FOR THREE (3) ADDITIONAL YEARS ENDING MAY 14, 2022 PER THE TERMS OF THE AMENDED AGREEMENT.
After a brief discussion, the committee agreed to recommend board approval.
4. APPROVAL OF ADDENDUM TO THE AGREEMENT WITH KEYSTONE COLLECTION GROUP FOR THE COLLECTION OF REAL ESTATE, OCCUPATION, AND PERSON PER CAPITA TAXES FOR THREE (3) YEARS ENDING MAY 14, 2022
After a brief discussion, the committee agreed to recommend board approval.
5. APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH THE PHOENIXVILLE COMMUNITY EDUCATION FOUNDATION (PCEF) FOR FIVE (5) YEARS FROM JULY 1, 2019 THROUGH JUNE 30, 2024.
After a brief discussion, the committee agreed to recommend board approval.
6. APPROVAL TO APPOINT CHRISTOPHER GEHRIS AS PRIMARY VOTING DELEGATE AND KENNETH GIBSON AS FIRST ALTERNATE VOTING DELEGATE FOR THE CHESTER COUNTY TAX COLLECTION COMMITTEE FOR THE PHOENIXVILLE AREA SCHOOL DISTRICT FOR THE 2019 FISCAL YEAR
After a brief discussion, the committee agreed to recommend board approval.
7. ACKNOWLEDGEMENT OF THE ACCEPTANCES FROM PRIMARY AND FIRST ALTERNATE VOTING DELEGATES CHRISTOPHER GEHRIS FOR THE PRIMARY VOTING DELEGATE AND KENNETH GIBSON FOR THE OF FIRST ALTERNATE VOTING DELEGATE FOR THE PHOENIXVILLE AREA SCHOOL DISTRICT FOR THE 2019 FISCAL YEAR
After a brief discussion, the committee agreed to recommend board approval

8. APPROVAL TO APPOINT CHRISTOPHER GEHRIS AS SCHOOL DISTRICT TAX COLLECTOR AND KENNETH GIBSON AS ALTERNATE SCHOOL DISTRICT TAX COLLECTOR FOR THE PHOENIXVILLE AREA SCHOOL DISTRICT FOR THE 2019 FISCAL YEAR
After a brief discussion, the committee agreed to recommend board approval
9. ACKNOWLEDGEMENT OF THE DISTRICT TAX COLLECTION ACCEPTANCES FROM CHRISTOPHER GEHRIS FOR THE APPOINTMENT OF TAX COLLECTOR AND KENNETH GIBSON FOR THE APPOINTMENT OF ALTERNATE TAX COLLECTOR FOR THE PHOENIXVILLE AREA SCHOOL DISTRICT FOR THE 2019 FISCAL YEAR
After a brief discussion, the committee agreed to recommend board approval.
- 9 APPROVAL OF SERVICE AGREEMENT WITH ZFX FLYING EFFECTS FOR FLOATING TRACK FLYING SYSTEM FOR THE 2019 PAMS THEATRICAL PRODUCTION OF ALADDIN.
After a brief discussion, the committee agreed to recommend board approval.
10. APPROVAL TO APPROVAL OF PA SCHOOL WORKS RESOLUTION URGING THE GENERAL ASSEMBLY TO ADEQUATELY INVEST IN PUBLIC SCHOOLS AND STUDENTS. – VERSION 1 AND VERSION 2
After a brief discussion, the committee agreed to recommend board approval.
11. APPROVAL OF THE APPLICATION SUBMITTAL FOR CATEGORY 2 FUNDING FROM U.S. E-RATE PROGRAM.
After a brief discussion, the committee agreed to recommend board approval.

Approval of Pupil Services Agreements

None.

Approval of Athletic Agreements

None.

Approval of Transportation Contracts

None.

Approval of Exception for Use of School Facilities, School Board Policy 707

None.

D. INFORMATION ITEMS

1. RESERVES
2. HEALTH CARE COST COMPARISON
Mr. Gehris provided information on where the District stands in relation to last year on benefits.
3. PRELIMINARY BENCHMARK GRAPHS
4. CONTRACT MANAGEMENT SYSTEM
5. EXCEPTION FOR USE OF SCHOOL FACILITIES
6. GRANT REPORT UPDATE
7. [Full Day Kindergarten / Childcare](#)

8. Approval of the 2019-2020 Preliminary General Fund Budget
Proposed Millage Rate – 32.34 upon approval of PDE Exceptions
Total Proposed Preliminary Expenditure Budget - \$96,072,279
Total Proposed Preliminary Revenue Budget - \$93,883,730
Budgetary Gap (covered by district surplus) - \$2,188,549
Act I Exceptions sought - \$600,000 est. (would decrease shortfall if Board wishes to go over ACT 1 Index)
(Approval at February 11, 2019 Special Public Budget Meeting)

E. EXECUTIVE SESSION

Public Comment

None.

Announcement of Next Meeting

The next meeting will be held on March 13, 2019 at 5:30 PM

Adjournment

The meeting adjourned at _____ pm.

Lisa Longo, Chairperson

The minutes of the February 13, 2019 Board Finance Committee meeting are scheduled to be approved at the March 3, 2019 Board Finance Committee meeting. Mr. Chris Gehris, Director of Finance / Business Manager prepared the February 13, 2019 Minutes