

PHOENIXVILLE AREA SCHOOL DISTRICT
Phoenixville, Pennsylvania

Minutes of the FINANCE Committee Meeting
May 8, 2019

Finance Committee Members Present:

Lisa Longo
Ken Butera
Jeesely Soto

Finance Committee Members Absent:

N/A

Board Members Present:

Chris Caltagirone
Eric Daugherty
Blake Emmanuel
David Golberg

Administrators Present:

Dr. Alan Fegley – Superintendent
Dr. Le Roy Whitehead – Assistant Superintendent
Chris Gehris – Director of Finance / Business Manager
Ken Gibson – Director of Operations

Others Present:

Mary Jane Weiss, PASD Employee and resident
Jerome Weiss, PASD resident
Laura Reed – PASD resident

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 APRIL 10, 2019 FINANCE AND PERSONNEL MINUTES
After a brief discussion, the committee agreed to approve the minutes.

DISCUSSION ITEMS:

1. PHOENIXVILLE HOSPITAL UPDATE
Mr. Gehris stated there was no update on this topic.
2. EIT / OCCUPATIONAL TAXES - UPDATE
Mr. Gehris went through the calculations on the current mandated calculation and what we would like to see pass in legislation so the District could eliminate the Occupation Tax and replace it with EIT. Ms. Longo asked that Mr. Gehris set up a meeting the State Representatives and write up a one page document summarizing the District's request.
3. SENIOR TAX REBATE PROGRAM
Mr. Gehris stated there was no update on this topic.
4. PSERS EXTRA DUTY STIPEND
Mr. Gehris explained the issue at hand and after it was determined that PSERS sets the rates and would get the money either way, the issue is not moving forward to the Board.
5. SUB COST INFORMATION
Mr. Gehris went over the list of substitute staff and this issue will stay on the discussion list until a decision has been made.

6. DISTRICT INITIATED TAX ASSESSMENT APPEAL
This topic also went to the Policy Committee in May. The threshold for District initiated appeals was set at \$250,000 and Mr. Gehris is given the green light to put this policy into motion immediately.
7. BASEBALL BOOSTERS – OCTOBER 2017 PRESENTATION
There was some discussion on this topic but then the Committee asked that the discussion take place at the Board Education session on May 16th.
8. SLEP
There was discussion over funding these projects and Ms. Longo stated that \$10 million seemed out of line in comparison to the geothermal system the District installed for PAELC/Manavon . This topic will remain on the agenda as a discussion item.
9. LERTA
This topic was moved to the June 3rd Meeting.
10. TRID
Mr. Gehris stated there was no update on this topic.

Approval Items (Thursday, May 9, 2019 Board Workshop Meeting)

A. Business Office Items

1. Authorization for Administration to Transfer \$750,000 from Capital Reserve Fund to the Healthcare Fund
After a brief discussion, the Committee recommended for Board approval.

NEW BUSINESS / BOARD APPROVAL

Personnel Items

1. APPROVAL OF PERSONNEL REPORT – MAY 2019
 - a) Resignations/Retirement
 - b) Approval of Employment Agreement
 - c) Appointments
 - d) Leave Request
 - e) Eagle Wolfington Employees
 - f) Volunteers
 - g) 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

2. APPROVE THE DISBURSEMENT OF SCHOOL DISTRICT FUNDS – APRIL 2019
Check #112746 (4/1/2019) to Check 112925 (4/30/2019)
ACH Payment #181901207 (4/1/2019) to ACH Payment #181901275 (4/30/2019)
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 April 2019. The committee discussed and agreed to recommend board approval.
2. ACKNOWLEDGE RECEIPT OF THE DISTRICT FINANCIAL REPORTS FOR APRIL 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 OF THE 2019-2020 CHESTER COUNTY INTERMEDIATE UNIT MARKETPLACE BUDGET
After a brief discussion, the committee agreed to recommend board approval.
4. APPROVAL OF AN AGREEMENT WITH FIREBIRD THEATRE FOR FACILITY USAGE FOR MAY, JUNE AND JULY 2019 AT A FLAT FACILITY USAGE FEE
After a brief discussion, the committee agreed to recommend board approval.

5. APPROVAL OF A RENEWAL OF THE FOOD SERVICES CONTRACT WITH WHITSON'S SCHOOL NUTRITION GROUP FOR THE 2019-2020 SCHOOL YEAR

After a brief discussion, the committee agreed to recommend board approval.

6. APPROVAL OF A SECURITY SERVICES AGREEMENT WITH TITANIUM SECURITY SURVEILLANCE FOR THE TERM AUGUST 1, 2019 THROUGH JULY 31, 2020

After a brief discussion, the committee agreed to recommend board approval.

Approval of Pupil Services Agreements

7. APPROVAL OF TWO (2) RESIDENTIAL STUDENT MONITORING AND PLACEMENT AGREEMENT FOR THE EXTENDED SCHOOL YEAR (ESY) 2019 AND EDUCATIONAL SCHOOL YEAR 2019-2020 WITH MELMARK, INC.

After a brief discussion, the committee agreed to recommend board approval.

8. APPROVAL OF FIVE (5) AGREEMENTS WITH CAMPHILL SPECIAL SCHOOL FOR THE EXTENDED SCHOOL YEAR (ESY) FROM JUNE 20, 2019 THROUGH JULY 17, 2019

After a brief discussion, the committee agreed to recommend board approval.

Approval of Athletic Agreements

9. APPROVAL OF A FACILITY RENTAL CONTRACT WITH THE PHILADELPHIA FREEDOM VALLEY YMCA FOR SWIM TEAM POOL ACCESS FOR THEIR 2019-2020 SCHOOL YEAR

After a brief discussion, the committee agreed to recommend board approval.

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. GRANT REPORT UPDATE

6. 2017-2018 ACCESS PROGRAM COST SETTLEMENT UPDATE

7. K AND K INSURANCE GROUP, INC. PK-12 VOLUNTARY STUDENT ACCIDENT INSURANCE FOR THE 2019-2020 SCHOOL YEAR

E. EXECUTIVE SESSION

Public Comment

None.

Announcement of Next Meeting

The next meeting will be held on June 3, 2019 at 5:30 PM

Adjournment

The meeting adjourned at 6:45pm.

Lisa Longo, Chairperson

The minutes of the May 8, 2019 Board Finance Committee meeting are scheduled to be approved at the June 3, 2019 Board Finance Committee meeting. Mr. Chris Gehris, Director of Finance / Business Manager prepared the May 8th Minutes