

PHOENIXVILLE AREA SCHOOL DISTRICT
Phoenixville, Pennsylvania

Minutes of the FINANCE Committee Meeting
June 3, 2019

Finance Committee Members Present:

Lisa Longo (on phone)
Ken Butera
Jeesely Soto

Finance Committee Members Absent:

N/A

Board Members Present:

Eric Daugherty
David Golberg (arrived 5:58)
Blake Emmanuel
Chris Caltagirone (arrived 5:38)

Administrators Present:

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

Others Present:

Jonathan Schuck
Joe Little
John Mraz
Bill Anderson
Fei Xue
Emily George
Ron Graham
Jerry Weiss
Laura Reed

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 MAY 15, 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.
2. EIT / OCCUPATIONAL TAXES - UPDATE
Mr. Gehris stated there was no update.
3. SENIOR TAX REBATE PROGRAM
Mr. Gehris stated there was no update.
4. PSERS EXTRA DUTY STIPEND
Mr. Gehris stated he believed the issue was closed. Ms. Longo added she thought there was more discussion needed so it is to remain on the agenda.
5. SUB COST INFORMATION
Mr. Gehris stated there was no update

6. LERTA
Ron Graham (along with Emily George) made a presentation to the Committee about the proposed LERTA in East Pikeland Township. Jonathan Schuck, from the Chester County Assessment Office, made a brief statement about the LERTA process. The Committee thanked Mr. Graham and Ms. Longo stated this topic will come back for discussion and if passed by the Committee, brought to the Board.
7. SLEP
Mr. Gehris stated there was no update.
8. TRID
Mr. Gehris stated there was no update.

Approval Items (Tuesday, June 11, 2019 Board Meeting)

NEW BUSINESS / BOARD APPROVAL

Personnel Items

1. APPROVAL OF PERSONNEL REPORT – JUNE 2019
 2. Approval of Personnel Report – June 2019
 - a) Resignations
 - b) Elimination of Position
 - c) Approval of Salaries
 - d) Appointments
 - e) Leave Request
 - f) Eagle Wolfington Employees
 - g) Volunteers
 - h) Informational Items
 1. Family and Medical Leave of Act (FMLA) Leaves of Absence
- 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 – May 2019
Check #112926 (5/1/2019) to Check 113158 (5/31/2019)
ACH Payment #181901276 (5/1/2019) to ACH Payment #181901475 (5/31/2019)
After a brief discussion, the committee agreed to recommend board approval.
2. Acknowledge Receipt of the District Financial Reports for May 2019 (Cash Flow Projection)
After a brief discussion, the committee agreed to recommend board approval.
3. Approval of the 2019-2020 Tax Resolutions
 - 2019-2020 Homestead and Farmstead Exclusion Resolution
 - 2019 Annual Tax Levy Resolution
 - Final Budget for General Fund Approved Resolution
 After a brief discussion, the committee agreed to recommend board approval.
4. Approval of a School-Based Probation Program Agreement with Chester County Juvenile Probation Office for the 2019-2020 School Year
After a brief discussion, the committee agreed to recommend board approval.
5. Approval to Appoint Kegel, Kelin, Almy & Lord, LLP as District Solicitor for the 2019-2020 Fiscal Year
After a brief discussion, the committee agreed to recommend board approval.
6. Approval to Appoint Sweet, Stevens, Katz, and Williams, LLP as Special Education Solicitor for the 2019-2020 Fiscal Year
After a brief discussion, the committee agreed to recommend board approval.

7. Approval of a Legal Services Consultation Agreement with Sweet, Stevens, Katz and Williams, LLP for Special Education and Student Services for the 2019-2020 School Year.

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

8. Approval of School Board Resolution in Support of the Phoenixville Athletic Complex
- After a brief discussion, the committee agreed to recommend board approval.

A. Pupil Services Agreements

9. Approval of a Standard Education Agreement with Devereux Advanced Behavioral Health for Extended School Year (ESY) Special Education Services from July 8, 2019 through August 23, 2019.

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

B. Athletic Agreements

None

C. Transportation Contracts

9. Approval of Contract with Atlas Transportation, for Transportation Services for the 2019-2020 School Year

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

10. Approval of Contract with Balgo Transportation, for Transportation Services for the 2019-2020 School Year.

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

D. Exception for Use of School Facilities, School Board Policy 707

None

D. INFORMATION ITEMS

1. RESERVES
2. HEALTH CARE COST COMPARISON
Mr. Gehris provided an update on where the District stood in relation to health care costs which is slightly above budget.
3. PRELIMINARY BENCHMARK GRAPHS
4. CONTRACT MANAGEMENT SYSTEM
5. GRANT REPORT UPDATE
6. JUNE 30, 2018 YEAR END AUDIT REPORT
7. 2018-2019 AUDIT TIMELINE
8. INFOSNAP/POWERSCHOOL VOLUNTEER SERVICES SOFTWARE CONTRACT RENEWAL 2019-2020

E. EXECUTIVE SESSION

The Finance Meeting adjourned at 6:30 to Executive Session related to a legal issue. The Finance Meeting resumed at 6:59pm.

Public Comment

None.

Announcement of Next Meeting

The next meeting will be held on July 23, 2019 at 5:30 PM

Adjournment

The meeting adjourned at 7:20pm.

Lisa Longo, Chairperson

The minutes of the June 3, 2019 Board Finance Committee meeting are scheduled to be approved at the August 15, 2019 Board Finance Committee meeting. Mr. Chris Gehris, Director of Finance / Business Manager prepared the June 3, 2019 Minutes