

PHOENIXVILLE AREA SCHOOL DISTRICT
Phoenixville, Pennsylvania

**Minutes of the FINANCE Committee Meeting
August 14, 2019**

Finance Committee Members Present:

Lisa Longo
Ken Butera
Jeesely Soto

Finance Committee Members Absent:

N/A

Board Members Present:

Eric Daugherty
David Golberg
Blake Emmanuel
Chris Caltagirone

Administrators Present:

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

Others Present:

Lisa Rossi, Food Services Director
John Koutras, District Manager, Whitson's
Rob Spitz, PMYC Commission – Basketball League

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 JUNE 3, 2019 FINANCE AND PERSONNEL MINUTES
After a brief discussion, the committee agreed to approve the minutes.

PRESENTATION

1. Whitson's Nutrition Services

Lisa Rossi, Whitson's Director of Food Services and John Koutras, District Manager provided details of the Business Plan from 2018 – providing details of the progress made in each of the areas. One area noted was the increase in participation with the breakfast program.

2. PMYC (Phoenixville Marion Youth Club)

Rob Spitz, Commissioner of the Basketball League requested the board consider the fee waiver for the 2019/2020 School Year. The board will consider this and vote on it at the August Board meeting

3. ESS, LLC

A presentation was given by ESS representatives regarding the addition of support staff (secretarial, clerical and maintenance/custodians to the current contract for substitutes. The board noted they will consider it and vote on it at the August Board meeting.

DISCUSSION ITEMS:

1. PHOENIXVILLE HOSPITAL UPDATE
Mr. Gehris stated there was no update.
2. SB 1273 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 there was no update.
5. SUB COST INFORMATION
Mr. Gehris stated there was no update
6. SLEP
Administration was tasked with bringing a new SLEP program for the 2020-2021 School Year
7. LERTA
Mr. Gehris stated there was no update.
8. TRID
Mr. Gehris stated there was no update.
9. Prior Tax Years on Tax Bills (Resident Request)
After a brief discussion, it was decided that it was too cumbersome to add the past years tax rate on the annual bill.
10. Three (3) Year Investment in Strings Program
After a brief discussion, it was decided that the Administration would purchase the cabinets and furniture for the music department during the first year of the program and have the instrumental pieces purchased over the remaining two years.

Approval Items (Thursday, August 22, 2019 Board Meeting)

NEW BUSINESS / BOARD APPROVAL

Personnel Items

1. Approval of Personnel Report – August 2019
 - a) Resignations
 - b) Appointments
 - c) Leave Request
 - d) Eagle Wolfington Employees
 - e) Volunteers
 - f) Informational Items
 1. Conference Requests
 2. Family and Medical Leave Act (FMLA) Leaves of Absence
2. Approval of the Addendum to the Agreement with ESS Northeast, LLC for Substitute Support Staff Services (Clerks, Secretaries, Custodian, Maintenance Personnel and Health Room Nurses (LPN))

A. Business Office Items

1. Approve the Disbursement of School District Funds – June 2019
Check #113159 (6/1/2019) to Check 113330 (6/30/2019)
ACH Payment #189101476 (6/1/2019) to ACH Payment #181901601 (6/30/2019)
2. Acknowledge Receipt of the District Financial Reports for June 2019 (Cash Flow Projection)
3. Approval of a Free and Reduced Lunch / Milk Renewal Policy Guidelines for the 2019-2020 School Year.
4. Approval of a Contract with Schuylkill Township to Assume Shared Costs of School Crossing Guard Services from August 1, 2019 through July 31, 2020.
5. Approval of a Contract with Phoenixville Borough to Assume Shared Costs of School Crossing Guard Services from August 1, 2019 through July 31, 2020.
6. Approval and Acceptance of the CCIU Child Nutrition Programs (Participation) Between School District's, Vo-techs and Intermediate Units for the 2019-2020 School Year.

7. Approval of the Residential Lease Agreement between the Phoenixville Area School District and Declan Mannion for the 33 W. Pothouse Road Property for a Period of 10 months in an amount of \$5,000.00

B. Pupil Services Agreements

8. Approval of Two (2) Enrollment Contracts for Special Services (including but not limited to Speech Therapy, Occupational Therapy and Physical Therapy) with The Camphill School, Inc. for the 2019-2020 School Year.

C. Athletic Agreements

9. Approval of An Agreement with Kinetic Physical Therapy, LLC for Athletic Training Services for Two (2) Athletic Trainers for yearlong Terms, covering the 2019-2020, 2020-2021 and 2021-2022 School Year.

D. Transportation Contracts

None

E. 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. RENAISSANCE CHARTER SCHOOL – CHARTER RENEWAL PROCESS/TIMELINE

Administration shared the Charter Renewal TimeLine and Process – they were instructed to move forward with the process.

7. PAC SPORTS COMPLEX – BY LAWS

8. EXCEPTION FOR USE OF SCHOOL FACILITIES, SCHOOL POLICY 707

a. CUONG NHU MARTIAL ARTS CLUBS OF PHOENIXVILLE

b. CHESCO POPS

c. SPARK EVOLUTION

Administration will bring these exception requests to the full board in August for acknowledgment.

F. EXECUTIVE SESSION

No Executive Session needed

Public Comment

None.

Announcement of Next Meeting

The next meeting will be held on September 11, 2019 at 5:30 PM

Adjournment

The meeting adjourned at 7:00pmm

Lisa Longo, Chairperson

The minutes of the August 14, 2019 Board Finance Committee meeting are scheduled to be approved at the September 11, 2019 Board Finance Committee meeting. Dr. Alan Fegley, Superintendent and Mrs. Lenore Filipovic prepared the August 14, 2019 meeting minutes.