

FINANCE/PERSONNEL COMMITTEE MEETING AGENDA

November 13, 2019
7:00 PM

District Administration Office
Committee Conference Room

FINANCE/PERSONNEL

Minutes

- A. Approval of the October 7, 2019 Finance/Personnel Committee Meeting Minutes

Presentation

Communications Plan – Sandra Claus, Community Relations Coordinator

Discussion Items

1. InCommunity Magazine
2. Phoenixville Hospital Update
3. Borough of Phoenixville – Occupation and Per Capita Taxes
4. Senior Citizen Tax Rebate Program (sample models)
5. Insurance Service Providers - Request for Proposal
6. SLEP
7. Transportation Contractor Update
 - a. Transportation Contract Extension – Wolfington

Approval Items

A. Personnel Items

1. Approval of Personnel Report – November 2019
 - a) Resignations
 - b) Approval of New Position
 - c) Appointments
 - d) Leave Requests
 - e) Eagle Wolfington Employees
 - f) Volunteers
 - g) Informational Items
 1. Conference Requests
 2. Family and Medical Leave Act (FMLA) Leaves of Absence
 3. Transfers

B. Business Office Items

1. Approve the Disbursement of School District Funds – September / October 2019
Check # 113671 (9/1/2019) - # 113886 (9/26/2019)
ACH # 192000196 (9/1/2019) - #192000335 (9/26/2019)

Check # 113887 (10/4/19) - # 114155 (10/24/2019)
ACH # 192000336 (10/4/2019) - #192000491 (10/24/2019)

2. Acknowledge Receipt of the District Financial Reports for September / October 2019 (Cash Flow Projection)
3. Acknowledge Receipt of PlanCon Part H – Project Financing Revision
4. Acknowledge Receipt of the Service Engagement Letter with Rainer & Company for Auditing Services for year ending June 30, 2019.
5. Approval of an Engagement Letter with Fox Rothschild LLP for Legal Services
6. Approval of a Renewal of the Food Service Agreement with School Operations Services Group, Inc. (SOS) for Food Service Consultation from July 1, 2019 through June 30, 2021 at a Cost Not to Exceed \$10,000
7. Authorization for the Public Display and Advertisement of the 2020-2021 Proposed Preliminary Budget for Per Capita and Occupation Taxes
8. Approval of Parameters Resolutions, as prepared by Bond Counsel, authorizing the issuance of one or more series of Bonds to be used towards the current refunding of all or a portion of the School District's 2012, 2012A, 2013, 2014A, 2015A, 2015B, 2015C, and 2015D Bonds.
9. Authorization for Counsel to Appeal Decisions of the Board of Assessment Appeals to the Court of Common Pleas for the Following Properties:
 - i. Tax Parcel Number— 15-18-0001.01A0
 - ii. Tax Parcel Number—15-09-0661.0000
 - iii. Tax Parcel Number –15-19-0136.0000.

C. Pupil Services Agreements

None

D. Athletic Agreements

None

E. Transportation Contracts

1. Approval of Contract with Approved Transportation Provider, Atlas Transportation, Inc. for Transportation Services to and/or from CCDC for the 2019-2020 School Year.

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

None

Information Items

1. Contract Management System
2. Grant Report (Amount, Subject and to whom)
3. PAC Financials
4. Monthly Bank Statements
 - a. BB&T
 - b. Phoenixville Federal – Athletics
 - c. Phoenixville Federal – Activities
 - d. PSDLAF
 - e. TD Bank

EXECUTIVE SESSION (if needed)

PUBLIC COMMENT

Agenda subject to change

Next Meeting Date: January 2020 TBD