

PHOENIXVILLE AREA SCHOOL DISTRICT
Phoenixville, Pennsylvania

Minutes of the FINANCE Committee Meeting
March 13, 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

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:

John Schott
John Colarusso
Ayisha Sereni
Mary Jane Weiss
Jerome Weiss
Laura Reed
Peter Urscheler
Manny DeMutis
Barry Cassidy
Chris Meszaros

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 FEBRUARY 13, 2019 FINANCE AND PERSONNEL MINUTES

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

DISCUSSION ITEMS:

1. DISTRICT MANAGEMENT GROUP - PROPOSAL

Dr. Fegley gave an update on the DMG proposal. There was a discussion and the Committee agreed to leave this on Finance as a discussion item.

2. PHOENIXVILLE HOSPITAL UPDATE

Mr. Gehris said there was no update.

3. EIT / OCCUPATIONAL TAXES - UPDATE

Mr. Gehris stated there was no update on this topic.

4. LERTA EAST PIKELAND

The LERTA was discussed by our guests Mr. Schott and Mr. Colarusso. The Committee agreed to take a look at a revised LERTA at a future Finance meeting.

5. COLD WEATHER BUSES/ACTIVITY BUS BARKLEY
Mr. Gehris was delayed to April.
6. FULL DAY KINDERGARTEN
There was no discussion on this topic since it will be a presentation to the whole Board at Workshop.
7. CYBER CHARTER SCHOOL FUNDING REFORM
A discussion took place regarding the impact of legislation making its way around the state and its impact on PASD.
8. TRID
Mr. DeMutis went through where TRID is at the moment and gave out a wealth of information on the project. No decision needs to be made at this time.
9. FOOD SERVICES (PROCESSED FOODS REDUCTION)
Mr. Gehris was told the Committee wants this to be part of the next RFP.
10. SENIOR TAX REBATE PROGRAM (SAMPLE)
Mr. Gehris went through a sample rebate program and took some suggestions. Ms. Longo asked the Committee to bring thoughts to the April Finance meeting for further discussion.
11. DISCOVERY EDUCATION TEXTBOOK PURCHASING AGREEMENT
Mr. Gehris asked the Committee if they would give the okay to have Dr. Whitehead go ahead and schedule the professional development for the new Social Studies textbooks. This is not an approval to purchase. Ms. Longo asked Mr. Gehris if there was money in 18-19 to pay for this and Mr. Gehris stated there was and that it could also be purchased using 19-20 funds.
12. PDE ACT I EXCEPTIONS
Mr. Gehris detailed what the exceptions amounted to now that we are submitting for approval.

NEW BUSINESS / BOARD APPROVAL

Personnel Items

1. APPROVAL OF PERSONNEL REPORT – MARCH 2019
 - a) Resignations/Retirements
 - b) Track Changes
 - 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

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 – February 2019
Check #112348 (2/1/2019) to Check 112537 (2/28/2019)
ACH Payment #181900941 (2/1/2019) to ACH Payment #181901058 (2/28/2019)
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 February 2019. The committee discussed and agreed to recommend board approval.
2. ACKNOWLEDGE RECEIPT OF THE DISTRICT FINANCIAL REPORTS FOR FEBRUARY 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 CORE SERVICES BUDGET IN THE AMOUNT OF \$27,930,942.00.
After a brief discussion, the committee agreed to recommend board approval.
4. APPROVAL OF THE 2019-2020 CHESTER COUNTY INTERMEDIATE UNIT OCCUPATIONAL EDUCATION BUDGET IN THE AMOUNT OF \$29,995,043.00
After a brief discussion, the committee agreed to recommend board approval.
5. AUTHORIZATION TO ALLOW DISTRICT ADMINISTRATION TO RESEARCH THE REASSESSMENT PROCESS/NEED OF COMMERCIAL PROPERTIES WITHIN THE PHOENIXVILLE AREA SCHOOL DISTRICT.
After a brief discussion, the committee agreed to recommend board approval.
6. APPROVE THE SALE OF HALLOWELL HOUSE PROPERTY AT 6 HALLOWELL AVENUE TO JAMES C. WERTZ, FOR \$259,505.00 PER AGREEMENT OF SALES PRESENTED TO THE SCHOOL BOARD, SUBJECT TO COURT APPROVAL AND ANY CHANGES OTHER THAN THE PRICE BY THE SUPERINTENDENT AND THE SCHOOL BOARD PRESIDENT AFTER CONSULTATION WITH LEGAL COUNSEL.
After a brief discussion, the committee agreed to recommend board approval.
7. APPROVAL OF THE COUNTY OF CHESTER TAX CLAIM BUREAU'S AUTHORIZATION FOR THE REMOVAL OF TAX LIENS FOR LISTED PARCELS
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. GRANT REPORT UPDATE
6. CYBER CHARTER SCHOOLS
 - a. Cyber Charter Funding Reform
 - b. Cyber Charters Meeting ESSA
7. CONTRACT EXTENSIONS
 - a. CHESCO NET – BASIC FIBER OPTIC CONNECTIVITY CONTRACT EXTENSION
 - b. SWIFT MD TELEMEDICINE SERVICES

E. EXECUTIVE SESSION – Legal Matter

Public Comment

None.

Announcement of Next Meeting

The next meeting will be held on April 10, 2019 at 5:30 PM

Adjournment

The meeting adjourned at 7:03pm.

Lisa Longo, Chairperson

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