

AGENDA
FINANCE/PERSONNEL COMMITTEE

November 10, 2021

APPROVAL ITEMS

MINUTES

- A. Approval of the September 9, 2021 Finance/Personnel Committee Meeting Minutes

PERSONNEL

A. Personnel Items

- 1. Approval of Personnel Report – November 2021
 - a. Resignations
 - b. Krise Employees
 - c. Approval of Super User Stipend
 - d. Approval of Unit Clarification Agreement to the Labor Board
 - e. Confidential Settlement Agreement and General Release
 - f. Appointments
 - g. Leave Requests
 - h. Volunteers
 - i. Informational Items
- 2. Approval of Contract with the National Council of Education and the Economy (NCEE) for a Six-Month Professional Development Program for Educational Leaders Starting in February 2022 in the amount of \$64,000 which will be paid for with ESSER Funds.

FINANCE

B. Business Office Report

- 1. Approve the Disbursement of School District Funds – October 2021
Check # 2168 (10/1/2021) - # 2354 (10/29/2021)
ACH # 212200444 (10/1/2021) - # 212200630 (10/29/2021)
- 2. Acknowledge Receipt of the District Financial Reports - September 2021

C. Business Office Items

- 1. Approval of Forecast5 Data Analytical Software (Budgeted item, cost offset by removal of other software)
- 2. Approval of Portnoff Law Associates as the District's Delinquent Real Estate Tax Collector (Provided at no cost to the district)
 - a) Approval of Agreement for Collection of Delinquent Real Estate Taxes
 - b) Approval of Cost Shifting Resolution
 - c) Approval of Resolution Directing Chester County Tax Claim Bureau not to collect Delinquent Taxes
- 3. Approval to File Tax Assessment Appeals with the Chester County Court of Common Pleas for the Attached List of Properties

4. Approval of the Transition from SunLife to Guardian as PASD's Insurance Carrier for Employee Disability and Life Insurance Coverage effective January 1, 2022. This will result in a 30% reduction in annual premiums for the next three years.
5. Approval of a Tax Assessment Settlement Agreement with William J. Hendricks, Parcel ID 15-10-0072.0000 for an Assessment of \$755,000. (Current assessment is \$454,750).
6. Approval of a One (1) Year Agreement with West Caln Township Police Department for K-9 Contraband Inspection/Detection Services.

Pupil Services Agreements

None

Athletic Agreements

None

Transportation Contracts

None

DISCUSSION ITEMS

Personnel

None

Business Office

1. Review of the 2020-2021 Fiscal Year
2. Review of Internal Controls

INFORMATION ITEMS

1. Monthly Bank Statements
 - a. Meridian Bank
 - September 2021
 - October 2021
 - b. Peoples Security
 - September 2021
 - October 2021
 - c. Phoenixville Federal
 - Student Activities – September 2021
 - Phoenixville Summer – September 2021
 - d. PLGIT
 - September 2021
 - October 2021
 - e. PSDLAF
 - Athletic Fund – October 2021
 - Bernstein Scholarship Fund – October 2021
 - Capital Reserve – October 2021
 - Construction Fund – Waiting for October 2021

- General Fund – October 2021
- f. PNC Bank – Easy Procure
 - August 2021
 - September 2021
- g. TD Wealth – September 2021
- h. Univest Bank CD – October 2021
- i. WSFS
 - Capital Reserve
 - September 2021
 - October 2021
 - Construction
 - September 2021
 - October 2021
 - Food Services
 - September 2021
 - October 2021
 - General Fund
 - September 2021
 - October 2021
 - Money Market
 - September 2021
 - October 2021
 - Payroll
 - September 2021
 - October 2021
- j. Credit Cards

PUBLIC COMMENT

Agenda subject to change

Next Meeting Date:

January __, 2022 (TBD) Immediately Following Buildings & Grounds Committee Meeting held at 6:00 PM.