

FINANCE COMMITTEE MEETING

MEETING MINUTES

March 30, 2009

Warren County Career Center

COMMITTEE MEMBERS PRESENT:

Chairperson, Jeff Lockett
Kathy Oudinot
Dr. Jack Martin

OTHERS PRESENT:

Rosemarie Green	Dr. Robert Terrill
J. Petter Turnquist	Tom Knapp
Brian Collopy	Donna Zuriczny
Amy Stewart	Matt Jones
Amanda Hetrick	Justin Tech
Kimio Nelson	Kirsten Turfitt
Kim Angove	Diane Martin
Dr. Kennerknecht	Cindy Nyquist
Marty Mahan	

1. Opening Activities

1.01 Call to Order

Jeff Lockett, Chairperson, called the meeting to order at 9:10PM at the Warren County Career Center.

1.02 Public Comment

No public comment at this time.

2. New Business

2.01 Repository Sale

Discussion: Mr. Turnquist reviewed the bid received for a property located in Conewango Township.

Action: The committee voted unanimously to send this to the full board for approval.

Motion: That the Board of School Directors approves the Repository sale per the attached documentation

Attachments:

2.01: Repository Tax Sale

3. Old Business

3.01 Detailed Staffing Report

Discussion: Mr. Lockett asked when the board would have a complete staffing report. Mr. Turnquist felt that maybe they were looking for more definition of what that means. He stated that from a financial stand point we have a "good handle on this issue". He felt what they were looking for was an assignment schedule as to where the staff was going to be assigned and how many classes there are going to be. Dr. Martin felt that was a CIT issue and this was a totally separate issue. Dr. Martin stated that positions have come to the board where a person was recommended on a position that was open.

Once the board approves the position he stated that, at this time, they do not have any document that says here is the positions that we have filled, approved but not filled, budgeted but not approved. He was asking for an operational way, from his seat, to understand what has been budgeted, what has been approved, and what has been filled. Mr. Lockett was concerned how this year's class sizes were going to impact the budget. Dr. Terrill asked for some clarification on what they were exactly looking for in a staffing report. He recommended that they use Mr. Turnquist's staffing spreadsheet and add columns to give the board what they are looking for. Mrs. Hetrick stated that by the April CIT meeting they will have a complete staffing report.

Action: The committee charged that administration with sending an e-mail to each of them as to their understanding of their request regarding a staffing report. They would like the Administration to come back to them with what they heard and what they can do electronically to make a better understanding of staffing decisions.

3.02 WinSnap Update/School Lunch Software

Discussion: Mrs. Amy Stewart reviewed the executive summary regarding school lunch software. After much discussion the committee would like to review the contract and review more of the information before making a decision. Justin Tech recommended that this system be implemented for the 2009-2010 school year. Mr. Lockett asked if we went with this software could we cancel at will. Mrs. Stewart stated that we could cancel at anytime.

Option #1 Mylunchmoney.com

It is possible to implement this without any cost to the district. The parents would have the ability to use the site to add money to their student's account, and the parent would be charged an additional \$1.95 at the same time for the transaction. It is also possible to implant this in a way that does have an increased cost to the district. The parents would still have the ability to use the site to add money but with this implementation the district would be charged 3.9% of the amount charged, along with a 25 cent transaction fee. Student can still bring money or checks to school and the parents have the ability to utilize this site service free of charge without using the site for lunch payments.

Benefits of this option will be that Parent can use the site 24/7, updates from the site are made directly into WinSNAP. If the parents choose to use the site, less money is handled at school.

Option #2 Pentamation Customization

eSchool Plus has the ability to hold just about any piece of data that we want to house in the student record. Home Access Center is a specific part of the Pentamation eSchool Plus software that pulls some data out for parent to view. It does not appear that Pentamation would charge the district to add the functionality of allowing district to choose fields that we want to display on Home Access Center. Even if we add our own fields within Pentamation for food items, data will not flow between WinSnap and Pentamation without considerable programming that we would need to purchase. It is fair to say that if we proceed with this option that we will be involved in developing, beta-testing and supporting a solution that will be more expensive than Option #1.

Action: The committee would like the contract sent to them before they make a recommendations. They would like to have a recommendation as to how this is going to be implemented and how this is going to be tested in the schools.

Attachments:

3.02: School Lunch software Executive Summary

4. Informational Items.

4.01 Grant Report

Discussion: Mrs. Oudinot questioned Matt Jones if he had to apply for a different grant for each school that was in the Dual Enrollment Program. Mr. Jones stated that when he applies for the Dual Enrollment grant he would write each school into the grant.

Action: No Action

Attachments:

4.01 FI – Grant Tracking Feb-Mar 2009

4.02 Financial & Energy Reports

Discussion: These reports are to be reviewed by each member at their own perusal.

Attachments:

4.03 Electric Report – January 09 – Both Sides

4.03 Gas Report – January 09 – Both Sides

4.03 Capital Project Reserve 3.31.2009

4.03 Transportation Software

Discussion: Brian Collopy and Paul Gianni have been working with Bus Boss to ensure the Schools Interoperability Framework agent and alerts are working correctly. Bus Boss has informed the district that they have a new SIF agent that is functioning properly. Bus Boss training will take place in mid-April. A plan to ensure full utilization of Bus Boss will be completed following the training if they can meet all of our needs. Three transportation software vendors have been reviewed at an introductory level. Following the training with Bus Boss Mr. Stewart stated that they would fully evaluate the other vendors that were reviewed recently. Bus Boss training will be complete in approximately 3 weeks. The cost of the training is \$2,000.

Attachments:

4.03 Transportation Software Executive Summary

5. Other

Mr. Turnquist recommended to the committee that they should review the Weekly Legislation Report on the web-site. He felt that there is pertinent information in this report regarding legal notices. Dr. Martin will contact Kathy Rapp to support this issue.

6. Closing Activities

6.01 Public Comment

No public comment.

6.02 Budget Workshop - April 9 at 3:30 PM – Curwen Building

Next Meeting Date – April 28, 2009 before Personnel - Warren County Career Center

6.03 Adjournment – Kathy Oudinot made the motion to adjourn the meeting at 10:15PM and Dr. Martin seconded the motion.

Respectfully Submitted,
Cindy Nyquist, Recording Secretary
Jeff Locket, Chairperson
Dr. Jack Martin
Kathy Oudinot

