

FINANCE COMMITTEE MEETING

**MEETING MINUTES**

May 27, 2009

Warren County Career Center

**COMMITTEE MEMBERS PRESENT:**

Chairperson, Jeff Lockett  
Kathy Oudinot  
Kirsten Turfitt sat in for the absence of Dr. Martin

**OTHERS PRESENT:**

Dr. Robert Terrill	Kim Angove
J. Petter Turnquist	Tom Knapp
Dr. Karen Pascale	Amanda Hetrick
Amy Stewart	Diane Martin
Brian Collopy	Cindy Nyquist

**1. Opening Activities**

1.01 Call to Order

Jeff Lockett, Chairperson, called the meeting to order at 8:20PM at the Warren County Career Center.

1.02 Public Comment

No public comment at this time.

**2. New Business**

2.01 Title & Secondary Technology Equipment Purchases

**Discussion:** Mrs. Amanda Hetrick and Mrs. Brian Collopy addressed the committee on several quotes to buy computers, smart boards and text books with Title 1 and Curriculum monies for the Language Arts department. Mrs. Hetrick contributed \$40,000 from the 2008-2009 Curriculum budget and Mrs. Rosemarie Green contributed \$80,000 from Title 1 grant money. The Language Arts Teachers felt that having this technology would give the students the advantage of presenting the curriculum in the best way they could. Mr. Lockett asked if we are having a fundamental shift in our philosophy and how are we justifying that this technology will change our teaching techniques and improve them. Mrs. Hetrick stated that a lot of the curriculum they had looked into is media based as well as traditional literature based. She stated that the series itself is designed to be delivered in this way. Mr. Lockett questioned if they were planning on replacing some of the teacher's computers and asked if there will also be additional computers in the classroom. For clarification Mrs. Hetrick stated that agenda items 2.1 is for computers and monitors, 2.6 included smart boards and projectors that are for the language arts department and 2.8 if the text books. Mrs. Turfitt questioned if Mrs. Green needs 80 computers for Title I and Mrs. Hetrick needs 40 computers for Language Art then why did the quotes reflected 190 computers being purchased. She asked who would receive the extra computers. Mr. Collopy suggested they may add technology funds and use the extra computers to replace some of the computers in the district. Mr. Lockett questioned the criteria that defines when current computers are replaced verses age and speed. At a budget stand point, Mrs. Lockett would like to know what the shift in curriculum is that is forcing equipment change

and would like to make sure that we are not buying technology for the sake of technology but we are buying technology to support our curriculum. Mrs. Angove voiced a concern that it is her understanding that the elementary teachers do not have enough copies of language art workbooks and they making copies for the students. Dr. Terrill will look into this and get back to the committee as to what material the students are in need of.

**Action:** The committee would like a revised motion for agenda items 2.1, 2.6 and 2.8 and have this motion presented at the June 3<sup>rd</sup> special finance meeting to go to the full board on June 8<sup>th</sup>.

**~~Motion: That the Board of School Directors approves The Gov Connection quote per the attached document~~**

**Attachments:**

- 2:01: CBM Business Machine Inc. – Warren co sys
- 2:01 Global Quote No 82620
- 2:01 GovConnections Quote#2351914

2.02 Maintenance Agreements

**Discussion:** Mr. Lockett stated that the renewals for Tricerat, BusBoss and NovaNet are for one year.

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

**Motion: That the Board of School Directors approves the maintenance agreement renewals for one year per the attached documents for Tricerat, BusBoss and NovaNet.**

**Attachments:**

- 2.02 WSCS Tricerat Renewal
- 2.02: Bus Boss
- 2.02: NovaNet 12 month 42 Renewal

2.03 Petty Cash Signatures

**Discussion:** Mr. Lockett stated that signatories for Petty Cash are a house keeping item.

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

**Motion: That the Board of School Directors approves the following individuals to sign authorization for Petty Cash checks for the 2009-2010 fiscal year.**

**Ruth Huck, Dr. Norbert Kennerknecht & Cindy Nyquist**

2.04 School Supplies Bid

**Discussion:** Mr. Lockett reviewed the school supplies bid with the committee.

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

**Motion: That the Board of School Directors Approves the School Supplies Bid per the attached document.**

**Attachments:**

2.04: Bid Award June 8, 2009

2.05 First Niagara Bank and Northwest Savings

**Discussion:** Mr. Turnquist stated that this is an informational item only. First Niagara Bank and PNC have bought National City and this take over will be on September 7, 2009. He stated that because of the change over in software this would be the opportunity to look into other options if the board would like. Northwest Savings has also shown an interest and would like the opportunity to be considered.

**Action:** The committee charged the Business Manager to present the basic criteria that the district needs to the different banks and have them respond to those criteria's and this will be discussed at the finance meeting in June.

**Attachments:**

2.05: First Niagara Bank

2.06 Smart Boards and Projectors

**Discussion:** See agenda item 2.01.

**~~Motion: That the Board of School Directors approves the Smart Board purchases and the Gov Connection Projector equipment per the attached documents~~**

**Attachments:**

2.06: SMART Board Purchase Summer 2009.  
2.06: Projector GovConnection Quote  
2.06: Projectors Global Quote  
2.06: Projectors Summer 2009

2.07 Printer Cartridge Bid Awards

**Discussion:** Mr. Lockett asked if there were any questions on the printer cartridge bid before sending this to the full board for approval.

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

**~~Motion: That the Board of School Directors Approves the Bid Award for Printer Cartridges for 2009-2010 per the attached documents.~~**

**Attachments:**

2.07: 09-10 Printer Cartridge Bid Award  
2.07: 08-09 Printer Cartridge Bid Award

2.08 Language Arts Proposal

**Discussion:** See agenda item 2:01

**~~Motion: that the Board of School Directors Approves the acceptance of the Pearson proposal for Language Arts materials and the purchase of Smart Boards, Projectors and computers for delivering the curriculum.~~**

**Attachments:**

- 2.08: CIT Executive Summary LA Textbooks
- 2.08: CIT Warren Co Lit PA Customized Digital Option LA
- 2:08: CIT Warren Co Lit PA customized Special Ed Proposal LA

### **3. Old Business**

#### **3.01 2009-2010 Budget**

**Discussion:** Mr. Lockett stated that this agenda item would be discussed in detail at the special finance meeting on June 3<sup>rd</sup>.

**Attachments:**

- 3:01: Budget Resolution
- 3:01: 2009-2010 Proposed Final Budget
- 3.01: Gaming Allocation Calculation
- 3.01: WCSD Budget ad
- 3.01: WCSD Exclusion Resolution Gaming Allocation

#### **3.02 Auditors**

**Discussion:** This agenda item will discussed at a future meeting.

**Attachments:**

- 3.02: BWB Warren Co School Districts
- 3.02: F & G Warren County School District Audit Proposal

### **4. Informational Items.**

#### **4.02 Financial & Energy Reports**

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

**Attachments:**

- 4.03 Electric Report – March 09 – Both Sides
- 4.03 Gas Report – March 09 – Both Sides
- 4.03 Capital Project Reserve 5.26.2009
- 4.03: Fuel report

### **5. Other**

### **6. Closing Activities**

#### **6.01 Public Comment**

No public comment.

#### **6.02 Next Meeting Date –**

**Special Finance Meeting - Curwen Building - at 3:30 on June 3, 2009**

**Next Finance Meeting - June 30, 2009 at 6:00PM - Warren County Career Center**

#### **6.03 Adjournment – Kathy Oudinot made the motion to adjourn the meeting at 9:05PM and Kirsten Turfitt seconded the motion.**

Respectfully Submitted,  
Cindy Nyquist, Recording Secretary  
Jeff Locket, Chairperson  
Kirsten Turfitt  
Kathy Oudinot