

FINANCE COMMITTEE MEETING

April 26, 2010

Warren County Career Center

COMMITTEE MEMBERS PRESENT:

Chairperson, Jeff Lockett
Mary Anne Paris
John Grant

OTHERS PRESENT:

Dr. Robert Terrill	Paul Yourchisin
J. Petter Turnquist	Jack Werner
Amanda Hetrick	Tom Knapp
Diane Martin	Kim Angove
Amy Stewart	Arthur Stewart
Rosemarie Green	Donna Zariczny
Dr. Karen Pascale	Brian Collopy
Marty Mahan	Cindy Nyquist
Dr. Norbert Kennerknect	WTO

1. Opening Activities

1.01 Call to Order

Jeff Lockett called the meeting to order at 8:15PM at the Warren County Career Center.

1.02 Public Comment

No public comment at this time.

2. New Business

2.01 Technology Equipment Purchases

Discussion: The following grants will be used to purchase the technology equipment:

- EETT Grant, ARRA Technology Grants, Perkins Funding, and Budgeted replacements.

The Smart Solution Technologies quotes are for Smart Boards funded by the EETT grant as well as partial funding by the Technology Department and Special Education. The equipment quote totals \$39,591.

Smart Solution Technologies installation costs to install 50 Smart Boards and 51 projectors are being funded by the Technology Mini-Grant, EETT and Special Education. The total cost of installation is \$21,575.

The GovConnection quote will be utilizing a combination of Special Education, Technology Department, Title I and district funds for replacement computers, printers, projectors, headphones, microphones, and supplies for their installation.

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

Motion: That the Board of School Directors approves technology purchases in the amounts of \$ 317,227, \$ 39,591, and \$ 21,575 per the attached documents.

Attachments:

- 2.01: Executive Summary for Computer Purchases
GCI Quote #22617937
Install Services 4-19-10
Smart Boards 4-19-10
Executive Summary – GovConnection Technology
Executive Summary – Smart Solution

2.02 Read 180 Materials

Discussion: No discussion took place.

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

Motion: That the board of School Directors approves the Read 180 Materials per the attached documents in the amounts of \$162,832.50 and \$14,301.68 respectively.

Attachments:

- 2.02: READ

2.03 Head Start

Discussion: Mr. Lockett asked if this was the standard contract and Mr. Turnquist responded that it was.

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

Motion: That the Board of School Directors approves the Head Start contract per the attached document.

Attachments:

- 2.03: HeadStart.

2.04 Budget Transfers

Discussion: Mr. Turnquist reviewed the budget transfers with the committee and requested they be moved to the board for approval. Mr. John Grant questioned if the WCCC current budget amount was up to date. Mr. Turnquist will review this document before it is submitted to the full board for approval.

Action: The committee voted unanimously to send this to the full board for approval after the review. This will be placed on the board agenda under other if there are changes to the WCCC transfer.

Motion: That the Board of School Directors approves the Transfer of Funds from the Athletic Budgetary Reserve to the Athletic Fund and budget transfers for the WCCC per the attached documents.

Attachments:

- 2.04: WCCC Budget transfer
AF contingency transfer

2.05 Summer playground Contract 2010

Discussion: Mr. Turnquist stated that the Summer Playground Program contract is a renewal contract. Mr. Knapp questioned if this was the only facility that they wanted to use. Mr. Turnquist will follow up on this to see if they have made an error in what they have listed.

Action: The committee voted unanimously to send this to the full board for approval. However; if there is a change it will be placed under other on the Board meeting agenda.

Motion: That the Board of School Directors approves the renewal of the Summer Playground Licensing Agreement with the Commissioners of Warren County per the attached document

Attachments:

2.05 Summer Playground Contract 2010

2.06 Bureau of Individual Taxes

Discussion: Mr. Turnquist reviewed the forms and agreements school districts and political subdivisions must submit to the Pennsylvania Department of Revenue to request confidential taxpayer information for use in enforcing the local tax on earned income. This is a standard form of memorandum of understanding to give us the opportunity to review personal income tax information from the state. This will help to assist us in collecting earned income tax. He noted that this form had been sent to the solicitor for review. There will be a one time \$400.00 fee and Mr. Turnquist will get additional clarification on this agenda item.

Action: The committee would like this agenda item to be brought back with clarification to the next finance meeting.

Attachments:

2.07 Performance Plus

Discussion: Mr. Lockett stated that this software is set up for two years.

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

Motion: That the Board of School Directors approves the purchase of Sungard Public Sector Performance Plus Assessment software per the attached document in the amount of \$91,945.

Attachments:

2.07 Performance Plus

2.08 IEP Plus

Discussion: No discussion took place.

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

Motion: That the Board of School Directors approves the purchase of software and training for IEP Plus in the amount of \$25,528.

Attachments:

2.08 IEP Plus applications

2.09 Law Enforcement MOU

Discussion: The purpose of this memorandum is to establish general guidelines for the response to student behavior which may violate the School's Discipline Code, and which may also rise to the level of a criminal violation. A second purpose is to establish general guidelines concerning incidents of all types which may impact School safety. Mr. Lockett questioned why this was on the private side of ESB. He would like to get as much information out to the public as possible and would like this to show on the public side.

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

Motion: That the Board of School Directors approves the MOU per the attached document

Attachments:

3. Old Business

4. Informational Items.

4.01 Financial Reports

Discussion: No discussion took place.

Action: No Action

Attachments:

4.01: Capital Project Reserve 4.26.2010
4.1 Electric Report – February 2010
4.1 Gas Report – February 2010

4.02 Warren County Tax Collection Commission

Discussion: Mr. Turnquist stated that the Warren County Tax Collection Commission held a regular meeting on April 15, 2010 at 12:00 noon in the Curwen Building. They have approved a budget of \$10,000 and noted that \$5,000 will come from a grant.

Action: Mr. Lockett would like Mr. Turnquist to ask at the next Tax Collection Commission meeting where they have the minutes posted. He stated that if they do not have a place to post them maybe they would allow the minutes to be posted on the finance committee meeting.

4.03 GASB 54

Discussion: Mr. Turnquist reviewed the new mandated reporting requirements in relation to fund balances. Mr. Turnquist will attend a webinar regarding this issue and will update the committee at that time. Mr. Grant would be interested if we could share the budgetary impact in terms of reality versus what GASB may want us to do. Mr. Turnquist's main concern is that it may require us to actually budget other funds in the general fund.

Action: No action

Attachments:

4.03: GASB Statement No 54
GASB 54

5.0 Other

There will be a budget workshop on April 29, at 6:30 in the Curwen Building. Primary items that will be looked at are 5 year salary projections and PSERS projections.

Mr. Grant stated we have the biggest budget and we are the biggest government agency in the county and we do not participate in the WCCBI and COG. He would ask the Board to consider if it would be appropriate for us to participate at these meetings. Mr. Lockett stated the Superintendent participates on the board of WCCBI. He also felt that this should be brought up at the board meeting as to considering having representation at the COG meetings.

Mrs. Angove would like to have an idea on the FTE it will take to address the under 12 courses. Mrs. Hetrick will gather information regarding this issue by the budget workshop meeting on April 29th.

6. Closing Activities

6.01 Public Comment

No Public Comment

6.02 Next Meeting Date — June 1, 2010 following PACC at the Warren County Career Center.

6.03 Adjournment took place at 8:40PM

Respectfully Submitted,
Cindy Nyquist, Recording Secretary
Jeff Lockett, Chairperson
Mary Anne Paris
John Grant