

FINANCE COMMITTEE MEETING

June 1, 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
Brian Collopy	Matt Jones
Dr. Norbert Kennerknect	Cindy Nyquist
WTO	

1. Opening Activities

1.01 Call to Order

Jeff Lockett called the meeting to order at 6:30PM and the meeting was recessed at 7:00PM for a Special Board meeting. Finance meeting was reconvened at 9:00PM at the Warren County Career Center.

1.02 Public Comment

No public comment at this time.

2. New Business

2.01 Food Service Contract

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 Food Service Contract documents per the attached.

Attachments:

2.01: PDE Approval Food Service Contract

2.02 Nova Net Subscription

Discussion: It was noted that \$15,000 will be funded by 2009-2010 ABG funds and the remainder \$60,000 will be funded by 2010-2011 ABG funds.

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

Motion: That the Board of school Directors approves the Nova Net Subscription in the amount of \$ 75,000 with \$15,000 to be Funded by 2009-2010 ABG funds, the remainder;\$60,000 funded by 2010-2011 ABG funds.

Attachments:

2.02: NOVA Net Subscription

2.03 Repository Sales

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 Repository Tax Sales per the attached documents.

Attachments:

2.03:5 – Repository 5.27.10

Repository Tax Sale TD 3529-8

Repository Tax Sale OGM 07-000435

Repository Tax Sale SH 3-574911

2.04 Pre-Engineering Lease WCCC

Discussion:

Warren County Career Center is requesting the following:

1. Permission to apply for the Federal funded Perkins Grant for vocational schools. The 2009-2010 amount was \$92,326.99. At the regional meeting in April the amount of money could not be confirmed but the expectation is “not much less than last year and in some cases perhaps an increase”. The money is used for salaries, contracted services, professional services, field trips, conference and training for staff, supplies and equipment.
2. WCCC would like permission to proceed in July with the 3rd installment of the Rapid Prototype machine lease in Pre-Engineering. This will be paid as the final payment of \$15,600, to Allegheny Educational Systems. The monies will come from Perkins and the pre-engineering budget.
3. WCCC would like permission to apply to the Educational Improvement Tax Credit Program. We have been a recipient of this for the past three years and a local industry has provided over \$80,000.00 into the WCCC machine shop program. No match is needed for this grant.

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

Motion: That the Board of School Directors approves the 3rd and final installment of \$15,600 for the pre-engineering machine lease in July 2010, per the attached documents.

Attachments:

2.04: Purchase Order

WCCC Request for CIT and Fin committee

2.05 Technology Contract Extensions/Renewals

Discussion:

The International Academy of Science is offering an end of year matching grant of \$6,000 to upgrade the hardware used for the Acellus program, licenses, and training. The total upgrade

will be \$18,647. The district will receive the matching grant after the existing servers are shipped back to the International Academy of Science, making the final cost \$12,647.

The new upgrade will support more simultaneous connections per unit allowing both Reading and Math to be installed on the same server. Functionality has also been added that allows students and teachers to utilize the curriculum from home via the internet. The Team Teach licenses allow teachers to utilize portions of the videos for classroom instruction so that students can see multiple presentations of lessons.

The Warren County School District has been using Acellus for the past 2 years to enhance the flexibility of curriculum delivery. All 7th and 8th grade students who attend summer school use the program for remediation and enhancement. In the high school setting, we have used this to prepare for AP exams, facilitate credit recovery and as a supplement for the tutoring program.

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

Motion:

1) That the Board of School Directors approves the purchase through the Academy of Science, for \$18,647, to purchase updated hardware, licensing and training for Acellus.

(2) That the Board of School Directors approves the quote from GovConnection for the amount of \$10,267.28 for renewal of yearly licensing and support for Altiris.

(3) That the Board of School Directors approves to extend the Regional WAN Service Agreement through 2012-2013 and 2013-2014 school years at the rate of \$2,790 monthly

Attachments: Acellus Upgrade – End of Year Matching Grant
 Executive Summary
 Altiris License and Support Renewal
 Executive Summary
 Attachment 1 to Regional WAN Service
 Detailed Summary of Benefits
 Executive Summary

2.06 Transportation Contract

Discussion: Mr. Turnquist requested that this agenda item be entered under other for the June 14, 2010 board meeting after the board has reviewed the contract. Mr. Grant requested to also receive copies of the existing transportation policy for the district. Mr. Turnquist agreed to make this available. Mr. Grant stated that transportation policy is a huge endeavor and does not believe our current policy is sufficient and would like to see this addressed. He would also like to address some policy issues that have already been waiting for awhile. He felt that if we are going to go to one meeting in June perhaps policy should be considered as part of the meeting of the whole per policy activity. Mr. Stewart stated that there is an updated service and would like to have Chris Bynham review the updates on a periodic basis and bring to the board issues which need revised. Dr. Terrill and Mr. Stewart will ask Chris to research this issue and get back to the board. A discussion will take place at the June board meeting.

Action: It was voted to place this agenda item under other at the June 14, 2010 board meeting.

2.07 Technology Budget Transfer

Discussion: This item was pulled from the agenda.

2.08 Supplies Bids

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 Supplies Bid Awards per the attached Documents.

Attachments:

- 2.08 Approval Memo for Copy Paper 5-19-10
- Prior Yr Approval Memo for Copy Paper
- Prior yr Approval Memo for Copy Paper
- Supplies Bid

2.09 ESB Renewal

Discussion: Mrs. Angove asked if the administration is satisfied with this software. Mr. Brian Collopy stated that they are happy with the way they are communicating with them and have had very few problems. Ms. Paris would like to have a revised invoice submitted showing that the district is exempt from sales tax. The way the invoice currently reads is that they are not charging us sales tax because we are out of state. A revised invoice will be submitted. Mr. Grant would like to have additional training on this software. Technology Department will set up additional training in the near future and send out a notice to each board member.

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

Motion: That the Board of School Directors approves the renewal contract for Electronic School Board.

Attachments: ESB Renewal

2.10 2010-2011 Final Budget

Discussion: Ms. Paris voiced her appreciation on the future budget impact factor list submitted by Mr. Turnquist, however; she would like to receive information a little earlier and questioned if he needed additional help or needed to streamline some of his jobs. Mr. Turnquist stated the basic index of the state for the past 5 to 10 years has been approximately 4%. That is adjusted for each school district based on their market value aide ratio. The district is at approximately 5% which is 2.3 mills over the past 10 years. If the base of the index in the state declines the amount that the district can raise taxes without going to referendum will decline. This year it would equate to approximately 1.78 mills. He wanted the board to be aware of the present trend and the impact it could have on future decisions. Mr. Lockett stated that if the district would have to go to referendum with the 2011-2012 budget we would have to have a preliminary budget in January. Mr. Lockett commended on the resolution that it is saying that we have two designated fund balance but we do not say what those designated fund balances are intended for. He would like the fund balances specified in the resolution. Mr. Turnquist stated that another item that we need to have a resolution for was the Tax Relief Resolution for Homestead/Farmstead. That data will be presented under the consent agenda item at the June 14th meeting.

Action: The law required a minimum of 10 days between advertising and adoption of next years budget. It was agreed by the committee members that Mr. Petter Turnquist could go ahead and advertise. The final budget will be presented under the consent agenda for the June 14th board meeting.

Attachments: Proposed Final Budget
2010-2011 Final Budget Resolution 1 mill
5 yr template 05.24.2010 psers gross
5 yr template 5.24.2010 psers

2.11 Success Maker Software

Discussion: The Success Maker (SM) software is to supplement the regular curriculum, primarily in reading and math. It is also used for remediation and enrichment for all students. The District is currently unable to use Success Maker in all appropriate schools and grade levels due to limited number of licenses. This purchase will help expand the implementation. The cost of the software licenses in the amount of \$ 30,105 will be funded by IDEA Stimulus ARRA funding.

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

Motion: That the Board of School directors approves the Success Maker (SM) software licenses in the amount of \$ 30,105 to be funded by IDEA Stimulus (ARRA) funding.

Attachments: Success Maker Software

3. Old Business

3.01 Corrective Action

Discussion: Mr. Turnquist requested this item be forwarded to the board for approval.

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

Motion: That the Board of School Directors approves the State Audit Corrective Action Plan per the Attached Document.

Attachments:
3.01 Corrective Action Plan 5.13.10

3.02 GASB 54

Discussion: Informational item only

Attachments:
3.02 54 WebcastHandout

4. Informational Items.

4.01 Copiers/Document Centers

Discussion: Mr. Lockett questioned the actual manufacturer of the different copiers. Mr. Collopy stated that the district has a mix match of copiers and will get the actual manufactures of each copier. He stated that they are looking into standardizing the functionality across the board.

Action: No Action

Attachments:

4.01: Copier Summary

5.0 Other

5.01 Financial and Utility Reports

Discussion: No discussion took place.

Attachments: 5.0 WEC Self Funding Analysis - April
5.0 Capital Project Reserve 4.26.2010
5.0 Electric Report – March 2010
5.0 Gas Report – March 2010

6. Closing Activities

6.01 Public Comment

No Public Comment

6.02 Next Meeting Date — To be announced.

6.03 Adjournment took place at 9:20PM

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