

FINANCE COMMITTEE

MINUTES

JULY 30, 2012

WARREN COUNTY CAREER CENTER, LARGE CONFERENCE ROOM

COMMITTEE MEMBERS PRESENT:

Ms. Mary Anne Paris, Substitute for Mr. Grant
Ms. Nancy McDanel
Ms. Donna Zariczny, Substitute for Ms. Paris

COMMITTEE MEMBERS ABSENT:

Mr. John Grant

OTHERS PRESENT:

Mr. Arthur Stewart, Board President	Ms. Diane Martin, Director
Mr. Tom Knapp, Board Member	Dr. Norbert Kennerknecht, Director
Dr. Paul Yourchisin, Board Member	Mr. Jim Miller, Administrator
Mr. Michael Zamborik, Board Member	Mr. Brian Collopy, Administrator
Mr. Jack Werner, Board Member	Mr. Mike Kiehl, Administrator
Mr. Brandon Hufnagel, Superintendent	Ms. Melissa McLean, Secretary
Ms. Amanda Hetrick, Director	Mr. Josh Cotton, <i>Times Observer</i>
Ms. Amy Stewart, Director	Members of the Public
Mr. James Grosch, Director	

1. Opening Activities

1.1 Call to Order

The meeting was called to order at 8:15 p.m. by Ms. Mary Anne Paris in the absence of Mr. John Grant, Chairperson. Ms. Donna Zariczny filled in on the committee for Ms. Paris.

1.2 Public Comment

None

2. New Business

2.1 Pupil Transportation Program

Discussion:

Transportation routes, bus rosters and bus driver listing were presented for review. Mr. Kiehl noted that there were only two changes from last year. One change was the elimination of two buses that are low reimbursement

vehicles/low capacity. The students were distributed to other buses without extending bus ride times. The other change was shifting of three buses, changing the “loops” due to the boundary shift in the Northern attendance area. The bus routes are very similar to last year.

Action:

The committee agreed to forward this to the Board for approval.

Motion:

That the Board approves the Routes, Rosters and Drivers for the 2012-2013 school year.

2.2 One Call Now – Blast Communication System

Discussion:

One Call Now is a Blast Communication System that would bring the district the functionality to send bulk phone calls, text messages and other emergency communication. This web based solution also offers a parent portal to update contact information, which is a feature we did not have with the system we used previously. One Call Now also provides 24/7/365 technical support for all district personnel. The proposal price is locked in for a three year term, with commitment dependent on annual budget approval. Should the district be unable to budget for a notification system, this agreement may be cancelled with no penalty.

Action:

The committee agreed to forward this to the Board for approval.

Motion:

That the Board of School Directors approves the Service Agreement from One Call Now for \$7,768.32.

2.3 Beaty-Warren Middle School - Phone System Replacement

Discussion:

OpenArc has provided the district with a quote for an IP standards based phone system replacement for Beaty-Warren Middle School. This system fully replaces what currently exists, and adds several features such as bridged conference calling, homework hotline, and web based management. Phones will be installed in each classroom, office and common area. The phone system will also replace the classroom intercom system. This quote covers all equipment, installation and configuration as well as a one year maintenance agreement. This quote is for the hardware for the system and funding will be with QZAB funds.

Action:

The committee agreed to forward this to the Board for approval.

Motion:

That the Board of School Directors approves the quote from OpenArc for \$44,930.54 to cover hardware, installation, configuration and maintenance on a phone system replacement for Beaty-Warren Middle School.

2.4 Performance Plus Renewal

Discussion:

Performance Plus is a tool for the teaching staff. There are two components to this product. One is software for curriculum mapping which allows us to align our curricula both vertically and horizontally. In addition, it provides opportunities to identify appropriate topics for cross-curricular planning. Curriculum that is input into the system is searchable and can be aligned with resources, materials, and standards. Teachers will be able to share lesson plans and resources easily between buildings and classroom. The second component of this product is related to assessment. Student scores for PSSA, 4-Sight, District assessments and any other testing data that we would like to include are housed in one place. This data is then accessible to the classroom teachers who can use this information to plan lessons and guide instruction based upon the strengths and weaknesses of the individual students in their classrooms.

Action:

The committee agreed to forward this to the Board for approval.

Motion:

That the Board of School Directors approves the renewal of the Performance Plus program at a cost of \$36,866.67 for the 2012-2013 school year.

2.5 Order of 4Sight Assessments

Discussion:

The 4Sight assessment, which is closely aligned to the PSSAs, has been used by the district for a number of years and has proven to be a valuable tool for determining students' strengths and weaknesses, thereby assisting teachers in the development of individual educational plans. If the purchase of the assessment is approved, it will be administered to students in grades 3 through 11. (DIBELS will be administered to students in grades kindergarten through 2.)

Action:

The committee agreed to forward this to the Board for approval.

Motion:

That the Board of School Directors approves the purchase of the 4Sight assessment for grades 3 through 11 at a cost of \$15,370 for the 2012-2013 school year.

2.6 Repository Sale

Discussion:

This is the normal process for a purchase request for land that currently is not on the tax rolls due to non-payment of taxes.

Action:

The committee agreed to forward this to the Board for approval.

Motion:

That the Board of School Directors approves the Repository Sale per the attached document.

2.7 Head Start Contract to Purchase Meals

Discussion:

Warren Forest Counties EOC Head Start has contracted with the District for several years for the provision of breakfast, lunch and snacks for their students. The contract has been reviewed by Aramark and Head Start and is mutually acceptable. There is no impact on the District budget. Question was asked if the District would be able to contract with Head Start if we ran our own food service program; Superintendent stated that we could.

Action:

The committee agreed to forward this to the Board for approval.

Motion:

That the Board of School Directors approves the contract between the Warren County School District and the Warren-Forest Economic Opportunity Council Head Start for meals for Head Start students.

2.8 ACCESS Project Billing Agreement

Discussion:

Mrs. Martin briefly explained how the ACCESS Project Billing has worked in the past; the IU has functioned as the administrator for WCSD for implementing the billing for this federal program where the approved services are paid for by Medicaid. The monies received for these approved ACCESS services were able to be carried over and used for support of various IDEA funded programs. The state is making changes

and there has been some training on billing for services and how the money can be used. There will be more flexibility on how the dollars can be applied. Money will be able to be spent in regular education. The Special Ed department has been doing an administrative time study that is monitoring the progress at which the funds will be brought in each quarter, allowing for continued successful budgeting to help students as we move forward.

Action:

The committee agreed to forward this to the Board for approval.

Motion:

That the Board of School Directors approves the ACCESS agreement with IU5 and authorizes the release of 2012-2013 budgeted dollars in support of these services.

3. Old Business - None

4. Informational Items

4.1 Financial Reports – No Discussion

4.2 Technology Maintenance Account Summary – No Discussion

4.3 Summary of Student Cafeteria Balances – SY 11/12

Discussion:

The summary information outlined the number of students with zero, positive or negative balances on their accounts as of 6/22/12.

Action:

None

4.4 Budget Transfers

Discussion:

This is a normal budget transfer, not just an informational item and needs to be moved to the consent agenda for the Board meeting.

Action:

The committee agreed to forward this to the Board for approval.

Motion:

That the Board of School Directors approves the budget transfer as presented.

5. Other - None

6. Closing Activities

6.1 Next Meeting Date

Monday, August 27, 2012 following Physical Plant and Facilities Committee; Warren County Career Center

6.2 Executive Session

None

6.3 Adjournment

Meeting adjourned at 8:38 p.m.