

## FINANCE COMMITTEE

### MINUTES

February 25, 2013

WARREN COUNTY CAREER CENTER, LARGE CONFERENCE ROOM

#### **COMMITTEE MEMBERS PRESENT:**

Mr. John Grant, Chairperson  
Ms. Mary Anne Paris

#### **COMMITTEE MEMBER ABSENT:**

Ms. Nancy McDanel

#### **OTHERS PRESENT:**

Mr. Tom Knapp, Board Member  
Mr. Michael Zamborik, Board Member  
Ms. Donna Zariczny, Board Member  
Mr. Jack Werner, Board Member  
Dr. Paul Yourchisin, Board Member  
Mr. Arthur Stewart, Board President  
Ms. Amy Stewart, Acting Superintendent  
Mr. Jim Grosch, Director  
Mr. Gary Weber, Director

Dr. Norbert Kennerknecht, Director  
Ms. Patty Hawley-Horner, Director  
Mr. Matt Jones, Administrator  
Mr. Jim Miller, Administrator  
Mr. Brian Collopy, Administrator  
Ms. Melissa McLean, Secretary  
Ms. Ruth Huck, Board Secretary  
Mr. Chris Jankowski, Aramark  
Mr. Josh Cotton, *Times Observer*

#### **1. Opening Activities**

##### **1.1 Call to Order**

The meeting was called to order at 9:45 p.m. by Mr. John Grant, Chairperson.

##### **1.2 Public Comment**

None

#### **2. New Business**

##### **2.1 eRate Contracts- EMHS, CO Campus & SAMHS- SIP Trunks for VOIP Services**

###### Discussion:

Zito Media Communications has provided the district with the successful bid for SIP Trunks for the Central Office campus, EMHS, and SAMHS, covering activation of the service, e911 options, and porting of existing numbers. Services would begin July 1, 2013 and extend for a period of 24 months until June 30, 2015, replacing the district's current telephony services for SAMHS. The temporary contracts for EMHS and the Central Office Campus that expire on June 30, 2013 will be replaced and all contracts moving forward will be eRate eligible.

###### Action:

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

###### Motions:

That the Board of School Directors approve the quotes from Zito Media Communications for SIP trunk services for the Central Office Campus with a monthly fee of \$357.50 from

July 1, 2013 until June 30, 2015.

That the Board of School Directors approve the quotes from Zito Media Communications for SIP trunk services for the Eisenhower Middle High School with a monthly fee of \$237.50 from July 1, 2013 until June 30, 2015.

That the Board of School Directors approve the quotes from Zito Media Communications for SIP trunk services for the Sheffield Area Middle High School with a monthly fee of \$236.00 from July 1, 2013 until June 30, 2015.

## **2.2 eRate Contracts – Gaggle**

### Discussion:

Gaggle is a cloud based K-12 solution that provides eRate eligible services to schools to enhance teacher and student communication through Web 2.0 tools, and email solutions.

### Action:

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

### Motion:

That the Board of School Directors approves the quote from Gaggle.net for the amount of \$39,162.50 to continue as the district's email services provider and to utilize their Web2.0 technology solutions for a term of one year.

## **2.3 Microsoft Volume License Campus Agreement Renewal**

### Discussion

Microsoft licensing is critical to the daily operation of the school district. Our district signed a three year agreement entering the Microsoft Education Solutions Volume Licensing Program in 2010 and this is the final year of the contract. This licensing covers all Microsoft server and desktop operating systems, and many productivity applications such as the Microsoft Office Suite.

### Action:

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

### Motion:

That the Board of School Directors approve the quote from GovConnection to renew yearly Microsoft licensing at a cost of \$52,706.46.

## **2.4 Budget Transfer 1**

### Discussion

This transfer is necessary due to increased expenditures associated with Professional Development for Certificated employees.

### Action:

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

### Motion:

That the Board of Directors approve the resolution and budget transfer in the amount of \$4,500.

## **2.5 Budget Transfer 2**

Discussion

This transfer is necessary due to the expiration of and subsequent replacement cost of car seats for children.

Action:

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

Motion:

That the Board of Directors approve the resolution and budget transfer in the amount of \$3,000.

**2.6 Budget Transfer 3**

Discussion

Carl Perkins Grant – Shortfalls had been identified and the transfer allows for the movement of eligible items to be in compliance with the funding of the Carl Perkins Grant.

Action:

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

Motion:

That the Board of Directors approve the resolution and budget transfer in the amount of \$53,500.

**2.7 Budget Adjustment 1**

Discussion

This adjustment is to reflect both the revenue and expenditures associated with the 21st Century Grant. Both revenues and expenses were impacted equally.

Action:

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

Motion:

That the Board of School Directors approve the resolution and budget adjustment in the amount of \$317,915.

**2.8 Budget Adjustment 2**

Discussion

IDEA allocation – The district is receiving \$144,469 more than budgeted. This adjustment is to reflect additional monies received for the IDEA program. Both revenues and expenses were impacted equally.

Action:

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

Motion:

That the Board of School Directors approve the resolution and budget adjustment in the amount of \$144,469.

**2.9 Budget Adjustment 3**

Discussion

Race to the Top – The district is receiving \$91,980 more than budgeted. This adjustment is to reflect both the revenue and expenditures associated with the Race to the Top Grant. Both revenues and expenses were impacted equally.

Action:

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

Motion:

That the Board of School Directors approve the resolution and budget adjustment in the amount of \$91,980.

**2.10 Budget Adjustment 4**

Discussion

Perkins Grant – The district had budgeted \$80,000 and to date has received an additional \$7,669.24 more than budgeted. This adjustment is to reflect the increase in revenue over budget for the Carl Perkins Grant and the associated anticipated expenditures.

Action:

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

Motion:

That the Board of School Directors approve the resolution and budget adjustment in the amount of \$7,669.24.

**2.11 Summer Food Program**

Discussion

The summer food program was offered at YEMS and WAEC last summer. WAEC had approximately 72% of the total lunches served. Two years ago the sites were Sheffield area and YEMS. Mr. Grosch proposed the option of having the program at WAEC as the only site this summer, due to low number of lunches served and the financial loss of the program at YEMS last year. Mr. Grosch will provide back-up information to support the recommendation, including extra costs, break-even costs, and losses.

Action:

The committee agreed to forward this to the Board for approval with the consent agenda.

Motion:

No motion was written. Recommendation will be made for the Board meeting.

**3. Old Business - None**

**4. Informational Items**

**4.1 Financial Reports**

Discussion:

No discussion. If there are any questions or concerns contact Mr. Grosch.

**4.2 Food Services Renewal**

Discussion:

A recommendation will need to be made in the near future regarding a renewal of the food services contract. A meeting is scheduled with Aramark representatives to review the status of the current agreement. Food Service Advisory committees have been re-introduced with discussions regarding menus, lunch lines, seating, likes and dislikes of the food, etc. New nutritional guidelines have created challenges with food and calorie counts. Mr. Chris Jankowski, Aramark Food Service Director was in attendance and is committed to have the program be successful in our community. He was advised that there is an expectation for a higher level of service.

Action:

No action.

Motion:

No motion recommended.

**5. Other - None**

**6. Closing Activities**

**6.1 Next Meeting Date – March 25, 2013 following PPF at WCCC.**

**6.2 Executive Session**

None

**6.3 Adjournment**

Meeting adjourned at 10:03 p.m.