

## FINANCE COMMITTEE

### MINUTES

March 31, 2014

WARREN COUNTY CAREER CENTER, LARGE CONFERENCE ROOM

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

Ms. Mary Anne Paris, Chairperson  
Ms. Trish Rosenstein  
Ms. Donna Zariczny

#### **OTHERS PRESENT:**

Mr. Jack Werner, Board Member	Mr. Gary Weber, Director
Mr. Tom Knapp, Board Member	Mr. Phil Knapp, Administrator
Mr. Mike Zamborik, Board Member	Mr. Brian Collopy, Administrator
Mr. Paul Mangione Board Member	Mr. Matt Jones, Administrator
Dr. William Clark, Superintendent	Mr. Mike Kiehl, Administrator
Ms. Amy Stewart, Director	Ms. Ruth Huck, Secretary
Mr. Jim Grosch, Director	Ms. Melissa McLean, Secretary
Dr. Norbert Kennerknecht, Director	Mr. Josh Cotton (WTO)
Ms. Ruth Nelson, Director	Member of the Public

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

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

The meeting was called to order at 10:15 p.m. by Ms. Mary Anne Paris, Chairperson.

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

##### **2.1 Public Comment - None**

##### **2.2 IU5 2014-2015 Proposed Budget**

###### Discussion:

Mr. Paul Mangione reported that five of the 17 school districts have accepted the IU5 budget. The major change from the previous budget is that they will not be holding monies over from year to year. The IU is not a consortium; the IU is all fee based.

###### Action:

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

###### Motion:

That the Board of School Directors approves the Northwest Intermediate Unit (IU5) Budget for the 2014-2015 School year.

##### **2.3 Budget Transfer #1**

###### Discussion:

This request from SAMHS is for a typical transfer of funds to fund instructional supplies.

###### Action:

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

Motion:

That the Board of School Directors approves the Resolution and Budget Transfer in the amount of \$4,000.00.

**2.4 Budget Transfer #2**

Discussion:

Warren County Career Center has requested funds be transferred to cover instructional supplies for the Marketing program.

Action:

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

Motion:

That the Board of School Directors approves the Resolution and Budget Transfer amount of \$2,500.00.

**2.5 Memorandum of Understanding between Law Enforcement and the Warren County School District**

Discussion:

Mr. Mike Kiehl reported that the MOU is done every two years and it states that the District will report crimes and violations to the police; the police also sign affirming that they will investigate. The MOU is more in depth this year due to changes in the Safe School Act. Anyone with additional questions may direct them to Mr. Kiehl.

Action:

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

Motion:

That the Board of School Directors approve the Memorandum of Understanding between Law Enforcement and the Warren County School District.

**2.6 Superintendent Professional Development Tuition Reimbursement**

Discussion:

The Board had previously approved the tuition reimbursement request. The tuition cost on the invoice ultimately was more than the original request.

Action:

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

Motion:

That the Board of School Directors approves the additional tuition reimbursement for the superintendent in the amount of \$766.00, for the three credit course titled Introduction to Autism Spectrum Disorders offered by Mercyhurst College.

**3. Old Business - None**

**4. Informational Items**

**4.1 Financial Reports**

Contact Mr. Grosch if there are any questions or concerns with any of the reports.

**4.2 Budget Discussion & Timeline**

Mr. Grosch presented the tentative budget timeline, indicating the probability that a few additional special meetings may be needed. To illustrate the impact of static millage and increases, a projected analysis of Labor/PSERS/FICA/Medical Expenditures vs. Property Tax Revenue (ACT1) was presented. Dr. Clark has been in contact with a district that uses a software program that allows the user to see the ramifications of adding/subtracting various budget options and what the impact would be. Preliminary discussions have been made with the technology department to make a similar program available to our Board and/or public after more details are obtained.

**4.3 Summer Lunch**

Mr. Grosch explained that Mr. Matt Jones has been instrumental with the operation of the summer lunch program over the past couple of years. Last year the program was run at YEMS and WAEC. The City of Warren has expressed some interest in having summer lunches through the Playground Program. This could be difficult to monitor and meet the necessary daily counts. The Board's guidance has been to run the program if the program does not lose money. The plan is to have the program at YEMS and WAEC again this summer.

**5. Other**

**5.1 Backpack Program**

Dr. Clark hopes the Backpack Program will be operational in all four attendance areas in the future. It is currently operating at YEMS and AVES. Formal approval for AVES site was obtained, and the YEMS formal approval will be brought forth to the Board in the near future (it had building administrative approval). As the Central Office relocation moves forward, part of the plan is to have space defined for Second Harvest to ship all the dry goods to RES. Dr. Clark has been in contact with reps from the groups and they would do the packing of the bags at RES. Discussions with private individuals have also included having private fundraisers, like a golf outing, to benefit the program. Details are still being worked out, but the District would not hold the funds. The Community Foundation of Warren may back the District, where checks could go through them for the specific regions with the goal of setting up a type of endowment. Question was asked whether we have used all the matching monies that Second Harvest has, and the response was not yet, but we are close.

**5.2 Co-Curricular Clubs**

Mr. Weber was asked to provide follow-up information regarding payments to advisors for co-curricular clubs with no students.

**6. Closing Activities**

**6.1 Next Meeting Date – Monday, April 28, 2014 following PACCA**

**6.2 Executive Session**

None

**6.3 Adjournment**

Meeting adjourned at 10:46 p.m.