

FINANCE COMMITTEE

MINUTES

December 15, 2014

WARREN COUNTY CENTRAL OFFICE, SCHOOL BOARD CONFERENCE ROOM

COMMITTEE MEMBERS PRESENT:

Mr. Paul Mangione, Chairperson
Ms. Mary Anne Paris
Mr. Arthur Stewart

COMMITTEE MEMBERS ABSENT:

None

OTHERS PRESENT:

Mr. Norbert Kennerknecht	Mr. John Anderson	Mr. John Werner
Mr. Tom Knapp	Ms. Ruth Nelson	Ms. Melissa McLean
Ms. Amy Stewart	Ms. Ruth Huck	Mr. Brian Collopy
Mr. Michael Zamborik	Mr. Gary Weber	Mr. Matt Jones
Ms. Marcy Morgan	Mr. Jim Grosch	Mr. Mike Kiehl
Mr. Josh Falconer	Approx. 6 Public	

1. Opening Activities

1.1 Call to Order

Meeting called to order at 8:26 p.m. by Mr. Paul Mangione, Chairperson.

1.2 Public Comment

Scott Angove: At the tail end of PPF meeting there was a congratulation given on savings in moving Central Office and Learning Enrichment Center to Russell Elementary School. To make the comparison equal you should include costs of utilities. They were added to the left side of the column but not the right and to make a comparison you need to add the costs to both sides.

2. New Business

2.1 Blackboard Website Contract Revision

- **Discussion:** This contract is a revision to the previous contract that was signed in June. There are no additional costs to the district. This is an oversight on their part due to a change in ownership and includes services that they are providing to us.
- **Motion:** That the Board of School Directors reviews and approves the new contract and moves this forward to the January Board Meeting.
- **Action:** Forward Motion to January Board Meeting

2.2 Pitney Bowes Postage Meter Contract for SAMHS, WAHS, YHS

- **Discussion:** We currently have three postage machines at these locations and will be replacing with newer machines. The replacement will save the district approximately \$150.00.

- **Motion:** That the Board of School Directors approves the replacement of the three machines.
- **Action:** Forward Motion to January Board Meeting.

3. Old Business

None

4. Informational Items

4.1 Financial Reports

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

5. Other

5.1 2015-2016 WCSD Detailed Budget Timeline

- **Discussion:** Reoccurring item at the request of the Committee
The Board of School Directors refines goals based on rough cut budget. At the January 12, 2015 Board Meeting – the Board of School Directors directs the Secretary to publish and make preliminary budget available to public.
- **Motion:** To publicly advertise the Warren County School District's preliminary budget after the January 12th 2015 Board Meeting but before January 30th, 2015.
- **Action:** Forward Motion to January Board Meeting

5.2 Budget Discussion

- Handouts were presented

Handout #1 – Budget as presented on 12/4/2014

Board discretion items include General Supplies, Technology Supplies, Textbooks & Periodicals, Instructional Equipment, Principal – Bonds, Fund Transfers, Current Real Estate Taxes, Athletic Contributions and Federal Revenue.

Handout #2 – Priority List of Potential Additions

District Textbooks cycle, Contribution to Capital Reserve Fund and Technology are items that are part of a spending plan using previously Board Committed Funds.

Handout #3 – Projected Fund Balance-\$12,761,643.00

Balances going into the 14-15 school year for committed and unassigned fund balance.

Handout #4 – Individual Break down for 5 year projections

❖ **PSERS Committed Fund Balance**

For the 15-16 school year Administration would recommend that \$500,000.00 be set aside from the Committed Fund Balance be used to offset the additional expenditures that are being presented to us by the state for PSERS.

❖ **Textbook & Electronic Delivery of Curriculum Purchases**

Administration will be asking for \$150,000.00 each year for five years to get back on track with what is needed and budgeted for textbooks.

❖ **Technology**

There is nothing budgeted for technology replacement or repair. We have four critical items that need to be done and three urgent items with the server farm being the big ticket item. The total between the two is \$145,000.00. With instructional improvements we have a total for the 15-16 school year as \$665,000.00. We will use the entire committed fund balance of \$1,570,000.00 in the 15-16 school year. We will also be requesting \$536,000.00 to start the budget for replacement computers.

❖ **B&G 5 Year Budget Items – Money From Capital Reserve**

This schedule does not take into consideration committed fund balance – only capital reserve.

Scenario #1-Use capital reserve and increase operating budget; use committed fund balance to reduce debt.

Scenario #2-Use committed fund balance, but fall short and don't get reduction of debt.

Handout #5 – 5 Year Financial Projections – As presented 12/4/14

This illustrates the use of fund balance and debt if everything is included. The Board of School Directors would like to hear from the Administration where they rank the WCCC Health Instructor vs. band uniforms and have the same discussion on the items on which we have discretion on the breakouts; what would a compromise look like to get us to 70%. With PSERS and Technology let's have a discussion and talk about the urgency. The Board of School Directors would like Administration to continue to have the excel file and date it by date, have the same format from meeting to meeting. Make a chronological order with documents and see how things are progressing. These items will be posted on ESB and emailed to the Board of School Directors.

A special board meeting is scheduled for the 26th of January at 6p.m before committees. Administration needs to get handouts to the Board of School Directors by the 19th.

6. Closing Activities

6.1 Next Meeting Date

Monday, January 26, 2015 Following PACCA

6.2 Executive Session

None

6.3 Adjournment

Meeting adjourned at 9:34 p.m.