

FINANCE COMMITTEE

MINUTES

April 27, 2015

WARREN COUNTY CENTRAL OFFICE, SCHOOL BOARD CONFERENCE ROOM

COMMITTEE MEMBERS PRESENT:

Mr. Paul Mangione, Chairperson
Ms. Mary Anne Paris

COMMITTEE MEMBERS ABSENT:

Mr. Arthur Stewart

OTHERS PRESENT:

Ms. Marcy Morgan	Ms. Ruth Nelson	Mr. John Werner
Mr. Thomas Knapp	Mr. Michael Zamborik	Ms. Melissa McLean
Ms. Amy Stewart	Dr. William Clark	Mr. Brian Collopy
Ms. Donna Zariczny	Mr. Gary Weber	Mr. Mike Kiehl
Mr. Matt Jones	Mr. Jim Grosch	Mr. Josh Cotton (WTO)
		Approx. 3 Public

1. Opening Activities

1.1 Call to Order

Meeting called to order at 7:27 p.m. by Mr. Paul Mangione, Chairperson.
Mr. Michael Zamborik was filling in for Mr. Arthur Stewart, in his absence.

1.2 Public Comment

Ms. Kim Angove – Comment she is frustrated by the minimal discussion that was had over items that Ms. Nelson brought to committee. Ms. Nelson brought to committee Gifted Support and a pilot program, resources that will affect 100's of students and felt that there was minimal discussion. She stated that there was 'more discussion about a dishwasher at Eisenhower, athletics participation numbers and athletic busing than education.' She wishes to improve our student's education and ready them for the future academically.

2. Old Business

None

3. New Business

3.1 WCCC/WAHS Phone System Upgrade

- **Discussion:** OpenArc has provided the district with a quote for an IP standards based phone system replacement for WAHS/WCCC. This system fully replaces what currently exists, and adds several features such as bridged conference calling, automated attendants, on demand voice mail, and web based management. Phones will be installed in each office and common area. This quote covers all equipment, installation and configuration as well as a one year maintenance agreement. This system will replace the current phone system and will work with our current upgraded phone system

(VOIP). Free long distance and free local calls are included. Free long distance and free local calls are included. Funding will come from the project budget.

- **Motion:** That the Board of School Directors approves the quote from OpenArc for \$56,805 to cover hardware, installation, configuration and three years of maintenance on a phone system replacement for Warren Area High School and the Warren County Career Center.
- **Action:** Move forward to the May 11, 2015 Board meeting.

3.2 Warren County School District – Confidentiality Resolution

- **Discussion:** Gives employees in the business office, Ms. Judy Whitmire rights to receive the monthly reports from Berkheimer.
- **Motion:** That the Board of School Directors approve the confidentiality agreement between Berkheimer and the Warren County School District.
- **Action:** Move forward to the May 11, 2015 Board meeting.

3.3 Warren County School District – Confidentiality Resolution II

- **Discussion:** Gives employees in the business office, Ms. Susan M. Gustafson rights to receive the monthly reports from Berkheimer.
- **Motion:** That the Board of School Directors approve the confidentiality agreement between Berkheimer and the Warren County School District.
- **Action:** Move forward to the May 11, 2015 Board meeting.

3.4 Budget Adjustment - \$1,671,762.17

- **Discussion:** This is a reclassification of the budget moving the QZAB money to the proper accounts. To adjust interest income (R8733) from QZAB and corresponding expense (830 & 910) accounts.
- **Motion:** That the Board of School Directors approves the resolution and budget adjustment in the amount of \$1,671,762.17.
- **Action:** Move forward to the May 11, 2015 Board meeting.

3.5 Lunch Prices

- **Discussion:** Request to increase lunch prices. We are lower than the majority neighboring districts; which is a key component to the renewal. Mr. Grosch will have an updated number of students that are at the -\$10 and -\$30 balance mark at the May committee meeting.
- **Motion:** That the Board of School Directors approves the increase of lunch prices by \$0.10 per meal for Elementary and Middle School students and by \$0.20 per meal for Secondary students.

- **Action:** Move forward to the May 11, 2015 Board meeting.

3.6 Food Service Management Renewal with Nutrition

- **Discussion:** The Warren County School District is working with The Nutrition Group on the Food Service Management Renewal. The goal is to bring this to the May 11th Board meeting since it has to go to the State.
- **Motion:** That the Board of School Directors approves the Food Service Management Company renewal with The Nutrition Group for the 2015-2016 school year.
- **Action:** Forward to May 11, 2015 Board meeting under Other.

3.7 Summer Food

- **Discussion:** Asking directions from the Board to submit application for summer feed program. We are going to use YEMS and BWMS this year. A lot of programs have committed to using this program this year.
- **Motion:** That the Board of School Directors authorizes Administration to submit the application for the Summer Feed Program.
- **Action:** Move forward to the May 11, 2015 Board meeting.

3.8 PA Auditor General Response and Corrective Action Plan

- **Discussion:** Stems from the audit years of 2009, 2010, 2011, 2012 & 2013. There was one finding and one observation which were corrected in 2013.
- **Motion:** That the Board of School Directors approves the Response and Corrective Action Plan as prepared by Administration pertaining to the Warren County School District Performance Audit Report prepared by the Department of the Auditor General, Commonwealth of Pennsylvania, dated November, 2013.
- **Action:** Move forward to the May 11, 2015 Board meeting.

4. Informational Items

4.1 Financial Reports

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

4.2 County Reassessment

- Update: Commissioner's comment is that the county reassessment won't be effective until the 2018 tax year.
- Mrs. Stewart – We are leaving this on the agenda for next month as a standing item.
- Mr. Mangione – What is still out there as delinquent tax?
- Mr. Grosch response – Still looking into this item and will have a clearer picture as we get closer to the final budget.

4.3 Head Start and Jefferson DeFrees Meals

- Currently the District is transporting meals to both Jefferson DeFrees and Headstart. We do not satellite meals at schools anymore.
- We contacted both Jefferson DeFrees and Headstart to let them know that we will no longer be able to do this anymore.
- We have discussed charging more for these meals and they will have to pick up their own meals.
- Headstart is very interested in this change.
- Jefferson DeFrees is looking into this option.

4.4 Proposed Final Budget – Special Board Meeting Discussion

- Updated budget timeline.
- It is not going to be possible for the Board to vote on May 11, 2015.
- Administration would like the Board to vote on May 26, 2015 committee for adds and cuts.
- Administration would like the Board to vote on May 28, 2015 Special Meeting at 8:00 a.m. on proposed final budget.
- Include Special Meeting under informational for the Board meeting.

4.5 Budget Work Session

- Presented by Mr. Grosch
 - Reviewed the 7 year plans of textbooks, technology, buildings and grounds.
 - Reviewed PSERS - \$500,000 use of committed fund balance to offset.
 - The consistent message is that no one knows what the governor's budget is going to look like and how much money we're going to receive.
- Report for Pedro Rivera that we have to do is due on the 15th; Administration will bring to Board meeting on the 11th and look at it on the Superintendent's report
 - Board will vote on proposed final budget on the 28th; changes can still be made until the 30th of June.
- Mr. Knapp would like to see a list of millage increases over the last 10 years.

5. Other

- Administration would like to bring a recommendation forward at the May 11, 2015 Board meeting for a Treasurer; due to Dr. Kennerknecht's retirement.

6. Closing Activities

6.1 Next Meeting Date

Tuesday, May 26, 2015 Following CIT

6.2 Executive Session

None

6.3 Adjournment

Meeting adjourned at 8:46 p.m.