

FINANCE COMMITTEE

MINUTES

June 25, 2018

WARREN COUNTY CENTRAL OFFICE, SCHOOL BOARD CONFERENCE ROOM

**COMMITTEE MEMBERS PRESENT:**

Mr. Arthur Stewart, Chairperson  
Mr. Joseph Colosimo  
Ms. Elizabeth Huffman

**COMMITTEE MEMBERS ABSENT:**

None

**OTHERS PRESENT:**

Mr. Jeffrey Labesky	Dr. Patty Hawley	Mr. Shane Flannery
Mr. Paul Mangione	Ms. Rhonda Decker	Ms. Melissa McLean
Mr. Michael Zamborik	Mr. Eric Mineweaser	Mr. Brian Ferry – WTO Representative
Ms. Donna Zariczny	Mr. Rick Gignac	Ms. Louise Tharp – WCEA Representative
Ms. Marcy Morgan	Mr. Gary Weber	Approx. 4 Member of the Public
Ms. Ruth Huck	Mr. Jim Grosch	
Ms. Amy Stewart	Dr. Norbert Kennerknecht	

**1. Opening Activities**

**1.1 Call to Order**

Meeting called to order at 7:19 p.m. by Chairperson Arthur Stewart.

**1.2 Public Comment**

None

**2. Old Business**

**2.1 Other**

None

**3. New Business**

**3.1 Headstart Food Service Contract 2018-2019**

**Discussion:** Annual agreement with Headstart to provide meals for next school year.

**Motion:** That the Board of School Directors approves the Warren-Forest Counties EOC Head Start Service Agreement for a period of one (1) year as presented.

**Action:** Forward motion to Board meeting on Friday.

### **3.2 Committed Fund Balance use for 2017-18**

**Discussion:** Planned use of committed funds from 2017-18 budget.

**Motion:** That the Board of School Directors approves the use of and transfer of committed fund balance (0830) in the amount of \$559,648 for the purpose of Capital Projects in the amount of \$100,000, PSERS mandated expenditures in the amount of \$2000,000 and Textbooks in the amount of \$259,648.

**Action:** Forward motion to Board Meeting on Friday.

### **3.3 Final Budget 2018-2019**

**Discussion:** To forward the Final Budget for the 2018-2019 school year as presented to the Board meeting on Friday, June 29, 2018.

**Motion:** That the Board of School Directors approves the Final Budget with a 1.8713 mill increase for the 2018-2019 fiscal year as presented.

**Action:** Forward motion to Board Meeting on Friday.

### **3.4 2018-2019 Annual Tax Levy and Resource Allocation Resolution**

**Discussion:** This is part of the budget process. The resolution has to be passed for the budget process.

**Motion:** That the Board of School Directors approves the 2018-2019 Annual Tax Levy and Resource Resolution with a 1.8713 mill increase as presented.

**Action:** Forward motion to Board Meeting on Friday.

### **3.5 Homestead/Farmstead Resolution**

**Discussion:** The resolution that individuals had to put in an application with the county. Every individual that qualified will get money reduced from their taxes.

**Motion:** That the Board of School Directors adopts the Homestead and Farmstead Resolution with a 1.8713 mill increase for the 2018-2019 fiscal year as presented.

**Action:** Forward motion to Board Meeting on Friday.

### **3.6 Capital Reserve Funds Transfer**

**Discussion:** This is the transfer of monies to the Capital Reserve.

**Motion:** That the Board of School Directors directs Administration to transfer from the General Fund to Capital Reserve the amount of \$800,000 for expenditure purposes as outlined on the Buildings & Grounds seven (7) Year Project Plan.

**Action:** Forward motion to Board Meeting on Friday.

### 3.7 Repository Sale

**Discussion:** Normal repository sale, this is to get the properties listed back on the tax roll.

**Motion:** That the Board of School Directors approves repository sales for tax parcels WN-8-1788-76, WN-488-463-208, WN-8-1877, and SH-355-9926 as presented.

**Action:** Forward motion to Board Meeting on Friday.

## 4. Informational Items

### 4.1 Financial Reports

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

### 4.2 Budget Discussion

**Discussion:** Administration provided the Board with requested information regarding the budget: twelve (12) month burn rate; proposed five (5) year budget; Budget Sandbox. Discussion showed the burn rate and its impact on current year financial projections. The capital reserve transfer request is reflected in item I48. The sandbox illustrates the impact of updated changes to reserves and expenses and shows a \$2.276M deficit.

Public Comment: Contacted Kathy Rapp's office regarding the budget and got the basic education and special education funding numbers.

Administration stated that the numbers commented by the public are known by the District and the District is unaware of any other allocations. The numbers given by Kathy Rapp's office include social security and PSERS, those figures automatically increase.

The Board would like to not raise taxes. They would like to take every possible look and alternative before raising taxes.

Administration stated that based on the information that the District has, and the obligations from the State, in 3-4 years many Districts are going to have financial hardships. We have been looking ahead to Education Reform and the cuts that we can bring. Tax dollars are hopefully going to help us retain staff going forward.

The Board stated that they would like to project into the future. We have been planning for the emergency for several years and tucking money away. The Board does not favor the increase in taxes but needs to because of the pension increase.

### 4.3 Committed Fund Balance Roll Forward

**Discussion:** Administration shared information from PDE that Districts were shorted on their payment from PDE for PSERS. It is anticipated, as seen in 7 years' project plus, that capital reserve, PSERS, and technology will need more money in the future that isn't currently allocated. Administration is recommending to "rebalance" the fund balance based on this information.

### 4.4 Budget Timeline

**Discussion:** The budget timeline will end for the Board on Friday, June 29, 2018 with the vote on the budget. The budget will then be submitted to the state within the five (5) days mandated.

## **4.5 Grant Report**

**Discussion:** Contact Mr. Jim Grosch or Mr. Matt Jones if there are any questions or concern with the report.

Mr. Grosch called the Board's attention to page 4 of the grant report. There are three (3) highlighted grants that were not awarded. These are not in the budget now.

The Board mentioned that there was an article in the paper regarding the school safety monies in the new budget. Administration stated that the District's Grant Writer has done preliminary research regarding the school safety grant. Administration is looking at all of the monies, they do not anticipate that we will qualify in the school safety lane however are looking to maximize our opportunities as much as possible for additional funds.

## **5. Other**

### **5.1 Other**

**Discussion:** In regards to Ash Timbering a Board member questioned if we sent a resolution to the Allegheny National Forest (ANF) about their failure to cut ash in the forest. Another Board member stated that we sent a couple of letters, but did not specifically comment on ash. There is roughly \$100,000 million of ash in the ANF. The District and counties would split about \$25,000 million. Private owners are harvesting as much ash as possible. The state has harvested about 50% thus far. ANF has only harvested about 10%. The Board would gladly encourage the ANF to harvest the ash.

The Finance Committee will send a resolution to the Board to urge the ANF to harvest the ash. This will be on Friday's agenda.

A Motion to authorize the sending of the letter by the Superintendent to the Forest Service urging a more rapid response to the Ash Bore, urging that they increase the pace and scope of the harvest to avoid the inevitable waste of the ash trees that are sure to be terminal.

## **6. Closing Activities**

### **6.1 Next Meeting Date**

Monday, July 30, 2018 following PACCA

### **6.2 Executive Session**

None

### **6.3 Adjournment**

Meeting adjourned at 8:03 p.m.