

FINANCE COMMITTEE

MINUTES

November 19, 2018

WARREN COUNTY CENTRAL OFFICE, SCHOOL BOARD CONFERENCE ROOM

COMMITTEE MEMBERS PRESENT:

Mr. Arthur Stewart, Chairperson
Mr. Joseph Colosimo

COMMITTEE MEMBERS ABSENT:

Ms. Elizabeth Huffman

OTHERS PRESENT:

Mr. Jeffrey Labesky	Mr. Rick Gignac	Ms. Marcia Madigan
Mr. Paul Mangione	Ms. Sue Turner	Mr. James Case
Mr. Michael Zamborik	Mr. Shane Flannery	Ms. Ericka Alm
Ms. Donna Zariczny	Mr. Mike Kiehl	Mr. Glenn Smith
Ms. Amy Stewart	Mr. Matt Jones	Ms. Shelly Wagner
Ms. Mary Passinger	Ms. Jennifer Hobbs	Ms. Liz Kent
Dr. Patty Hawley	Ms. Lynn Shultz	Mr. Jim Evers
Mr. Jim Grosch	Mr. Shannon Yeager	Mr. Brian Ferry – WTO Representative
Mr. Gary Weber	Ms. Ruth Huck	Mr. Buzz Felix – Felix & Gloekler
Ms. Rhonda Decker	Dr. Norbert Kennerknecht	No (9) Member of the Public
Ms. Melissa McLean	Mr. Paul Crider	

1. Opening Activities

1.1 Call to Order

Meeting called to order at 6:47 pm by Chairperson, Mr. Arthur Stewart.
Mr. Michael Zamborik filled in during Ms. Elizabeth Huffman's absence.

1.2 Public Comment

None

2. Old Business

2.1 Other

None

3. New Business

3.1 Grant Funded Plasma Cutter Purchase for WCCC

Motion: That the Board of School Directors approves the PEPPM Plasma Cutter purchase in the amount of \$35,898.00 as presented.

Discussion: The cost of the plasma cutter requires Board approval. The Board approved the grant in June and funding for the purchase came from \$50,000 from ARC and \$50,000 in matching funds from partners. This equipment purchase is a portion of the aforementioned grant.

Action: Forward motion to December Board Meeting.

3.2 Budget Transfer

Motion: That the Board of School Directors approves the Resolution and Budget Transfer in the amount of \$734.80, as presented.

Discussion: The transfer will reclass account 324 to 360 due to a change in PDE's Chart of Accounts.

Action: Forward item to the December Board Meeting.

3.3 Felix & Gloeckler: Audit Results 2017-18

Motion: That the Board of School Directors accepts the Audit Report as submitted by Felix & Gloeckler, P.C., for the year ended June 30, 2018, as presented.

Discussion: This was a presentation on the 2017-18 budget. The district's internal financial reports are reliable. No significant deficiencies or material weakness in internal control were identified, controls are studied and test by the auditors. Mr. Felix provided an overview of the major functions and budget outlays for the WCSD; this does not include capital projects and capital funds. Mr. Grosch and staff were commended for the excellent work that they do.

A Board member questioned if there is anything extraordinary that the district should be doing. Mr. Felix stated that every school district worries about the oversight of student activities accounts. They use separate checking accounts, which could be cause of worry, and it is recommended to all districts to be proactive.

Action: Forward motion to the December Board Meeting

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 Timeline

Discussion: This is the state's issued budget timeline. The WCSD adjusted index is 3.3% for 2019-20. This equates to ability of the Board to increase taxes by 1.8 mils.

January 31 is the deadline to make 2019-20 proposed preliminary budget available or adopt resolution saying that Board is not going to go above the index at that time.

A Board member recommended a motion and resolution be prepared for the December board meeting not to raise taxes above the allowable adjusted index rate. A motion will be made for the December Board meeting and placed under consent agenda.

4.3 TTM Analysis

Discussion: Trailing Twelve Month was 99.9%

4.4 Rough Cut Budget

Discussion: This is the start of the 2019-20 budget season. The rough-cut budget is showing some deficits projected out to future years and will require a hard look.

4.5 Healthy Snacks in Schools

Discussion: Ms. Melissa Kingen, Nutrition Inc. presented to the Committee regarding the Healthy Snacks program that Nutrition has for the Warren County School District. She also reviewed some of the rules/regulations regarding parties, fundraiser, snacks, etc.

4.6 Grant Report

Discussion: The attachment is a snapshot of this year's grant report as of Thursday, November 15, 2018. The WCSD received \$25,000 formula safety grant from Act 44 process. This will expand the School Resource Officers hours in the District. The district is still waiting on competitive portion of the funds.

5. Other

5.1 Highmark Athletic Trainer Grant

Discussion: Presentation held before the meeting was called to order. Board and Administration expressed gratitude to Highmark for this grant. Highmark was presented with hand written thank you notes from students, staff and community members.

5.2 Other

Discussion: Minutes

6. Closing Activities

6.1 Next Meeting Date

TBD – To Be Determined following the Organizational Meeting on December 3rd.

6.2 Executive Session

None

6.3 Adjournment

Meeting adjourned at 7:27 p.m.