

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

COMMITTEE OF THE WHOLE OF THE BOARD MEETING MINUTES

MONDAY, MAY 3, 2010

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I. CALL TO ORDER

The Board of School Directors for the Big Spring School District met in the Big Spring High School Large Group Room, Room 140, at 7:08 P.M. with President Wilbur Wolf, Jr., presiding. Seven (7) directors present: Wilbur Wolf, Jr., President; William Swanson, Vice President; Robert Lee Barrick, Secretary; Terry Lopp, Treasurer; Tarin Houpt; Richard Norris; and Richard Roush.

Kingsley Blasco and William Piper were absent.

Others in attendance: Richard Fry, Superintendent; Jeanne Temple, Assistant Superintendent; Kevin Roberts, Director of Curriculum/Instruction and Educational Technology; Richard E. Kerr, Jr., Business Manager; Rick Gilliam, Food Service and Transportation Director; Rick Sample, Director of Buildings and Grounds; and Brenda Line, Board Minutes. Also present: Bill Crouse, Sandy Crouse, Charlene D'Amore, Sharon Miller, Paul Moro, and Thelma Moro.

II. PRESENTATIONS

A. Preliminary Budget Update and Review – Mr. Richard Kerr, Jr., Business Manager

Mr. Kerr provided the members of the Board of School Directors with copies of a 22-page document entitled "Draft, Big Spring School District 2010-2011 Budget, Working Papers: May 3, 2010. Please refer to the attached document.

Mr. Kerr reviewed the draft budget working papers and answered questions.

The Board will vote on a tentative budget on May 17, 2010. The tentative budget must be passed at least 30 days prior to passing the final budget.

After approval, the tentative budget will be available for public inspection, and the notice of final adoption will be posted on the District's Web site and advertised at least 10 days prior to the June 21, 2010 date of final budget approval.

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II. PRESENTATIONS (Continued)

A. Preliminary Budget Update and Review – Mr. Richard Kerr, Jr., Business Manager (Continued)

Mr. Kerr reviewed the following items:

- Budget Schedule – (Page 2)
- Current Year Budget Review – (Page 2)
- The 2010-2011 Budget, Revenues and Expenditures – (Pages 3 & 4)
- The Budget in PDE Form 2028 Detail – (Page 5)
- The Budget Divided by Objects in PDE 2028 – (Page 6)
- The Budget Divided by Functions in PDE 2020 – (Page 6)
- Special Subjects [Cafeteria, PSERS, ARRA , and Healthcare] – (Page 7)
- Annex A – 2010-2011 Revenues – (Page 8)
- Annex B – 2010-2011 Expenditures – (Page 9)
- Annex C - TDB – (Page 10-22)

President Wolf indicated that a change in the way CapTax distributes monies could have a negative effect on the District's revenue at the beginning of 2011.

The PSERS contribution is a significant factor in the 2010-2011 budget. The PSERS payroll percent has increased from 4.76 percent to 8.22 percent of payroll. Governor Rendell has indicated the rate may be lower; however, this budget was prepared using the 8.22 percent figure.

Mr. Kerr indicated that he expects no significant changes to the preliminary budget before the Board's adoption of the tentative budget on May 17, 2010.

President Wolf thanked Mr. Kerr for his report.

B. Cafeteria Budget/Breakfast and Lunch Prices – Mr. Rick Gilliam, Food Service Director/Supervisor of Transportation

Mr. Gilliam provided the members of the Board of School Directors with copies of a five-page document including the following:

- Breakfast/Lunch Prices – 2009-2010 & 2010-2011.
- Big Spring School District Cafeteria Budgets from 2007-2008 to 2010-2011.
- Memorandum to Mr. Richard Kerr, Business Manager, BSSD, from Mr. Rick Gilliam regarding the 2010-2011 cafeteria budget (revenue and expenses) dated April 9, 2010.
- 2008-2009 Audit details.

Mr. Gilliam reviewed the document and answered questions. Please refer to the attached document.

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II. PRESENTATIONS (Continued)

B. Cafeteria Budget/Breakfast and Lunch Prices – Mr. Rick Gilliam, Food Service Director/Supervisor of Transportation (Continued)

The following items were noted that are not included in the attached document:

1. Because of federal wellness restrictions expected in future years, significant changes to the lunch menu are expected for the 2011-2012 school year, including more fresh fruits and vegetables that cost more, depending on the season. To date no regional equalization clause has been considered to equalize the fact that these fresh food items are much less expensive states with milder climates.
2. At this time a nickel increase in the lunch prices is equal to \$12,000 in additional income from the sale of lunches.
3. 95 percent of the breakfast customers are students who receive free lunches. No change in breakfast prices is recommended for 2010-2011.
4. Mr. Gilliam was pleased to report that the audited cafeteria loss for 2008-2009 was \$21,441, compared with the audited cafeteria loss of \$179,461 for 2007-2008.
5. Mr. Gilliam reminded the Board that "cafeteria accounting" varies throughout the school districts across the state. Big Spring follows the State standard for cafeteria expenses, and charges are made for everything, similar to the expenses of a restaurant business, including utilities and fuel (budgeted at \$69,000 for 2010-2011) and equipment depreciation. Some school districts do not count those items in the cafeteria expenses.
6. A \$20,000 line item has been added for equipment replacement on an emergency basis. The District's cafeteria equipment is in good shape, and a preventive maintenance schedule is in place.
7. The return of approximately 120 vo-tech students to Big Spring for lunch in 2010-2011 should have a positive effect on the budget.
8. Commodities are down this year. Commodities were cut by \$12,000 during September 2009. Mr. Gilliam has been aggressive at requesting unused commodities from other schools; however, extra commodities have not been available this year.
9. The State is considering an increase in their contribution for each lunch sold. There has not been an increase in this amount since the mid 1980s.

The administration struggled with the decision whether or not to increase lunch prices for next year and ultimately decided to maintain the existing lunch prices. The Board will address the 2010-2011 lunch prices at the May 17, 2010 Board meeting.

President Wolf thanked Mr. Gilliam for his report.

III. PREVIEW OF THE AGENDA

A. Combine and Address

President Wolf requested that the Board address XIII., NEW BUSINESS, A., PERSONNEL CONCERNS, Items A-1 through A-9, as a single action item, and Items C and D as a single action item

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III. PREVIEW OF THE AGENDA (Continued)

B. Agenda Addition

Superintendent Fry asked Board members to add Ms. Shelly Raker in the "TBD" space, fourth item down, kindergarten teacher, in the agenda backup for XIII., NEW BUSINESS, Item E., Summer School Subjects and Personnel.

In response to a question from Director Barrick, Mr. Roberts reported the following dates for summer school:

Elementary School:	July 5-22, 2010
Middle School/High School:	June 14-July 8, 2010

IV. ADJOURNMENT

Motion by Roush, seconded by Lopp to adjourn to Executive Session to address negotiations issues. Roll call vote: Voting Yes: Houpt, Norris, Roush, Lopp, Barrick, Swanson, and Wolf. Motion carried unanimously.

The meeting was adjourned at 7:43 P.M.



Robert Lee Barrick, Secretary