

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

FINANCE/BUILDING AND PROPERTY COMMITTEE MEETING MINUTES

TUESDAY, FEBRUARY 16, 2021

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The Buildings and Property Committee of the Board of School Directors for the Big Spring School District met in the High School Auditorium at 6:30 P.M. with nine (9) directors present: Richard Roush, Committee Chairperson, William Swanson, Committee Member; Todd Deihl, David Gutshall, William Piper, John Wardle, Alexa Hurley, Robert Over and Frank Myers.

Others in attendance: Richard W. Fry, Superintendent; Kevin C. Roberts, Jr., Assistant Superintendent; Robyn Euker, Director of Curriculum and Instruction; Richard E. Kerr, Jr., Business Manager; Caleb Barwin, Accounting Controller; Cathy Seras, Meeting Minutes.

1. Controller Update – Mr. Caleb Barwin, Accounting Controller

- Mr. Barwin began with the General Fund update and shared the general fund balance for the following accounts:
 - Employee Health Insurance
 - FY21 Budget Deficit
 - PSERS
 - Healthcare
 - Technology
 - Special Education
 - Student Info Sy/Financial Software
 - Safety/Security/SRO
 - Student Services & Mental Health
- Mr. Barwin continued with defining the Capital Projects Reserve Fund.
- Paid February Cafeteria Fund expenses were shared, which totaled \$72,691.65.
- Mr. Barwin gave a break down on the cafeteria operations which did not include overhead and maintenance.
- Mr. Barwin shared information on the items listed:
 - SCT Account (Non-spendable)
 - CARES and ESSER Grants budget and monies spent
 - Cyber Charter Spending for the 2019-2020 school year and the 2020-2021 school year to date. Mr. Barwin stated that the District has expended an additional \$778,017.30 in Cyber Charter expenditures than the previous year.
- Mr. Barwin communicated the Budget Performance Update detailing the trend expenses and revenues. Total YTD expenditures, revenues and end of fiscal year projection was shared.

2. FY 2022 Budget Update – Mr. Richard E. Kerr, Jr., Business Manager

- Mr. Kerr began with sharing FY 2022 Budget update defining the information listed:
 - Spending per BSSD student as well as cost per student for surrounding Districts.
 - Students per Full-Time Employees for BSSD as well as surrounding Districts in the secondary and elementary level.
 - Special Education enrollment breakdown
 - Special Education cost and revenue per student
 - Cyber Charter and Medical spending
 - Proposed Budget Revenue by Source
 - Historical Revenues, expenses and General Fund Balance
- Mr. Kerr shared information on projected medical spending.
- The Technology budget for the immediate year and future years were defined which includes, laptop lease, supplies and software, software contracts, classroom computer equipment, internet connection and hotspots.
- Mr. Kerr shared BSSD EIT information.
- Mr. Kerr communicated information on the items listed:
 - Proposed Revenue Budget by Source
 - Comparison Real Estate Taxes
 - Comparison of Basic Education Funding
 - Comparison of Federal Sources
 - Fund Balance History
 - FY 2022 Projected Financial Summary

3. Building and Property Update – Mr. Richard E. Kerr, Jr., Business Manager

- Mr. Kerr talked about the high school boiler replacement which is on tonight's Board Agenda for approval.
- Mr. Kerr defined the Technology Capital Projects which include:
 - Interactive Panel TV's
 - Oak Flat and Newville Fiber installation
 - Upgrade Core Network Switch and Server
 - High School Update CAT6 Cabling
 - High School Bells, Clocks, Intercom
 - DAO CAT6 Cabling
 - Security Camera System Servers and Engineering and Security Camera replacements
 - Upgrade DAO Storage Network and Servers
 - Upgrade District WiFi
- Mr. Kerr concluded with communicating future Capital Projects. Dr. Fry stated this is an all-inclusive list as of February 16, 2021.
- Mr. Kerr communicated that all information is posted on the District website.

The Finance/Building and Property Meeting adjourned at **7:11 p.m.**


