

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

FINANCE COMMITTEE MEETING MINUTES

MONDAY, MARCH 18, 2019

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The Finance Committee of the Board of School Directors for the Big Spring School District met in the Big Spring High School Large Group Room, Room 140, at 6:00 p.m. with William Swanson, President; Todd Deihl, Vice President; William Piper, Secretary; David Gutshall, Treasurer; John Wardle, Robert Over, Kingsley Blasco and Richard Roush

Absent - Bob Kanc

Others in attendance: Richard W. Fry, Superintendent; Kevin C. Roberts, Assistant Superintendent Richard Kerr, Jr. Business Manager; Vonda Kelso, Accounting Controller; Cathy Seras, Board Minutes

PRESENTATIONS:

- 1. Fund Update/Debt Service Update** - Mr. Richard Kerr, Jr., Business Manager & Mrs. Vonda Kelso, Accounting Controller
 - Mrs. Kelso communicated to the Board of School Directors the Unassigned, Non-spendable, Assigned, Committed & Total General Fund Balances.
 - Mr. Roush asked, what is a Mill worth? Mr. Kerr communicated a mill is worth 1.637.
 - Mrs. Kelso talked about the unused funds in the Capital Projects Fund. She shared the remaining balance of the Capital Projects Fund rolls over year to year and the General Fund balance ends and closes out at the end of each year.
 - Mrs. Kelso shared information on the project bond funds and debt service listed:
 - a. Newville Bond Fund
 - b. Mt. Rock Bond Fund
 - c. 2019-2020 Debt Service Expense and the 2019-2020 Debt Service – PA State Reimbursement.
 - Mr. Kerr talked about the budget drivers and trends over the past eighteen years.
- 2. Enrollment**, Mr. Richard Kerr, Jr., Business Manager
 - Mr. Kerr shared the Big Spring School District enrollment verses Pennsylvania Department of Education enrollment projections.
 - Dr. Fry shared the 2019-2020 kindergarten enrollment which is 215.
 - Mr. Kerr talked about enrollment of student/staff ratio in comparison to other surrounding districts.
 - Mr. Kerr communicated Big Spring School District's low income has increased over the years.
 - Mr. Blasco questioned the average yearly salary for a low income family.
 - Dr. Fry communicated the average yearly salary for a low income family of four is \$35,000.00 - \$40,000.00.

3. Commonwealth Funding/PSERS/Transportation/Healthcare/Special Education/Tuition

- Mr. Richard Kerr, Jr., Business Manager
 - Mr. Kerr talked about the Commonwealth and Federal Subsidy listed below:
 - a. Basic Education Funding
 - b. Special Education Funding
 - c. ABG/RTL Block Grant
 - d. Transportation Funding
 - e. PLANCON Subsidy
 - f. Social Security
 - g. PSERS
 - Mr. Kerr also talked about the Federal Revenue Sources which are IDEA-B, Title I, Title II and Title IV.
 - Dr. Fry communicated the President's proposed budget is showing Title II and Title IV will no longer be available.
 - Dr. Fry shared there may be minimal or no increase in IDEA-B and Title I.
 - Mr. Kerr communicated social security and PSERS have become a large portion of the budget.
 - Mr. Kerr shared transportation data with the committee as well as the transportation subsidy for the 2018-2019 school year.
 - Mr. Kerr communicated through January, 2019 the total cost of healthcare has decreased.
 - Mr. Kerr shared the 2018-2019 YTD Financial Summary of the total paid claims and fixed costs of healthcare for the employees that are covered under Big Spring School District's healthcare plan.
 - Mr. Kerr talked about the base experience period paid claims and the renewal projection for health insurance.
 - Mr. Kerr broke down the special education budget, costs and programs as well as the cost per special education student.
 - Tuition was discussed regarding the listed entities below:
 - a. Other PA LEA's
 - b. PA Charter Cyber Schools
 - c. CAOLA
 - d. Non Public Schools
 - e. Cumberland Perry Vocational Technical School
 - f. Higher Education
 - g. Approved Private Schools
 - Staff FTE and student FTE and the average operating funds were shared with the Board of School Directors.
 - Dr. Fry shared since 2002-2003 when enrollment was approximately 3,200 students from that point to today the District has cut 15% of teachers, 20% of administration and 47% of classified staff.
 - Dr. Fry communicated the importance of keeping class size low and continuing to support the special education students.

- 2. Personnel** - Dr. Richard W. Fry, Superintendent and Mr. Richard Kerr, Jr., Business Manager
- Dr. Fry talked about the reallocation of professional staff and case-loads as well as an autism class at the high school.
 - Dr. Fry shared support staff will be needed for the autism classroom.
 - Dr. Fry communicated a Business Teacher potentially may be needed this year with the implementation of the personalized diploma.
 - It was communicated that students are seeking internships and apprenticeships which would require an added Business Teacher to assist students to move forward with these goals.
 - Mr. Kerr talked about the classified staff positions listed below:
 - a. Mr. Gilliam's Replacement
 - b. Warehouse to Plumbing/Security
 - c. Replacement for Mr. Putt, HVAC
 - d. Administrative Assistant – PAO/Transportation/Cafeteria
 - e. Middle School Guidance Counselor Administrative Assistant to a Full-Time Position
 - f. Building Administrative Assistants Salary Adjustments
 - Mr. Kerr shared the 2019 assessed values of tax dollars and the 2019 local municipal assessments.
 - Mr. Kerr talked about the proposed tax increase and the mill calculation was shared for 2016 – 2020.
 - The general fund/revenue analysis was discussed for the preliminary 2019-2020 budget and the expenditures and budget projections were shared for the 2020-2024 school years.
 - Mr. Kerr talked about the change orders for technology and completion of flexible furniture.
 - Wi-Fi access points for all buildings were discussed amongst administration and board members.
 - Backup Server and backup storage was discussed regarding updating in the future.
 - Future fiber cable to Oak Flat and Newville Elementary was discussed with an engineering study to begin in the near future.
 - Mr. Piper asked about the timeline for the proposed tax increase.
 - Mr. Kerr shared the timeline will be mid-April and the final budget will be voted on in June.

The Board Finance Conference Meeting adjourned at **7:02 p.m.**

William L. Piper, Secretary