



Wyomissing Area School District

630 Evans Avenue, Wyomissing PA 19610

Finance Committee
Wednesday, June 7, 2017
Community Board Room

Committee Chair: Maria Ziolkowski

Committee Members: Ryan Redner, George Zeppos

Meeting Minutes

Attendees: Maria Ziolkowski, George Zeppos, Ryan Redner, Susan Larkin, Laurie Waxler, Julia Vicente, Lynette Waller, Mark Boyer

Committee Members Absent: None

Public Attendees: Sign-in sheet attached

Meeting called to order by George Zeppos at 8:07 am

Approval of Minutes

- Motion to approve the minutes from May 3, 2017
- Vote: Motion Carried
- Resolved: Minutes from the meeting on May 3, 2017 were without modifications.

Public Comment: None

Presentation: (If applicable)

Old Business:

A handout on Cash Flow projections was reviewed with the committee. The cash flow budget-to-actual is still on target.

A handout on Budget-to-Actual Projections for 2016/17 was reviewed with the committee. Last month's project surplus was \$395k, the projection is now about \$400k. Of the \$400k, \$250k is the budgeted contingency funds.

2017/18 Budget – No changes will be made to the budget. The health insurance contribution rate did drop from 5.5% to 1% increase. The Homestead revenue was slightly lower than budgeted, a difference less than \$4k.

There will be three resolutions that will be voted on June 12, which are the Budget, Homestead and Tax Rate.

New Business:

Discussion Items

The Food Service budget for 2017/18 was reviewed. The budget will be a discussion item on Monday and will be voted on June 19. The current projections were reviewed and we are anticipating a \$43K surplus for 2016/17. We reviewed the fund type of the Food Service, which is an enterprise fund. Enterprise funds are able to make a profit and we are one of few school districts in the County that is showing a surplus. Per the National School Lunch Program, we can only hold three months of operating cost in our cash reserves. The meal prices for 2017/18 were reviewed, elementary lunch price increases by \$.15 to \$2.50 and the Secondary lunch price increase by \$.05 to \$3.10. The reason for the increase is partially due to the National School Lunch Program's price equity calculation. This calculation is done to assure that the free and reduced rates are not subsidizing the paid lunch price.

A meeting to review the Trane Energy Savings Contract was discussed. We reviewed data that was provided by TRANE on the energy usage at the Wyomissing Hills Elementary School. We realized more than the projected energy savings; exceeded savings by over \$2K in the first year.

Review and discussion was held on the athletic worker payments. Analysis was provided to the Board on a sample of school districts that responded to an email asking for information. Wyomissing Area payments are about the average in the county of rates being paid. A request was made to further investigate this; Mrs. Vicente asked that questions are submitted to gather information. She requested that questions are sent before the end of June so that the investigation can take place over the summer and findings can be reported back out in August.

A quote was received to reduce the cost of Worker's Comp and Liability package. This will appear on the agenda on the June 12, as a discussion item with a vote on June 19.

Discussion on Forecast 5 was held. The recommendation from administration is to purchase the 5Cast and 5Site services. Consortium pricing for Forecast 5 was received in the amount of \$6,600 for two licenses, 5Site and 5Cast. 5Site provides state data whereas 5Cast will provide forecasting capabilities. This will appear on the June 12 agenda as a discussion item with a vote on June 19.

Final discussion was held on the purchase of the freezer unit for the Food Service Department. Pricing has been confirmed, \$73,174 and will appear on the June 12 agenda for a vote. An option for shelving was provided and will be considered; need to explore the need for shelving. A question was asked about how much of the cost of the freezer will come from the Food Service account to offset the total cost. Approximately \$30K will come from Food Service, the rest will come from the Capital Reserve Account.

The committee then discussed the purchase of replacement equipment at the field house and replacement padding for the gym. The Board has set aside \$47k in committed fund

balance for this purchase. The cost has been reduced to \$42,480. The recommendation is to use the remaining funds to replace the padding on the walls in the new gym. A question was asked how many Physical Education classes go to the Field House for class. An answer will be provided. The replacement equipment includes treadmills, elliptical, upright bikes, flooring, and other supporting equipment.

The replacement sound system was discussed for Football/Lacrosse Field. Donations totaling \$5,035 were received by the District towards the total cost of \$9,985. Another quote will be secured for the meeting on June 19. Mrs. Larkin shared that an extension cord was being run from the snack bar to the finish line at the track. She is concerned that we are purchasing a sound system for the football field but we do not have adequate equipment at the track. A concern was expressed that the sound system at the football field still works; why is it being replaced. A request was made to review the configuration of the electrical system at the track.

Agenda Items

Discussed that a new substitute driver will be on the agenda for approval. Although we do not hire drivers, the Board must still approve the hiring of drivers. That will appear on the next agenda.

The request to approve fees for reprinting W2s at \$5.00 will be on the agenda. \$5 is the current rate that the BCIU charges.

One budget transfer was submitted thus far to transfer fund from the supplies account to a service account for shredding costs at the High School.

Donations that will appear on the agenda:

- Three additional brick donations
- Donations for the football/lacrosse field sound system

The following WAEF Grants will appear on the agenda:

- Artist in residence
- Calculators for JSMS math class

The following agreements will be on the agenda for discussion:

- Hogan Learning Center for one student to attend ESY
- Keppley Behavioral Consulting; presented annually
- Mrs. Maryniak contract for professional speech services; presented annually

New item

Mrs. Zoilkowski addressed the topic of businesses contributing to the STEM area and would like to see this continued.

Announcements: None

Adjournment: 9:27 am

Next Meeting Date: Wednesday, August 2, 2017

Respectfully submitted by Mark Boyer, Business Administrator