



# Wyomissing Area School District

630 Evans Avenue, Wyomissing PA 19610

Finance Committee  
Wednesday, April 5, 2017  
Community Board Room

**Committee Chair:** Maria Ziolkowski

**Committee Members:** Ryan Redner, George Zeppos

## Meeting Minutes

**Attendees:** Maria Ziolkowski, George Zeppos, Susan Larkin, Sandra Reese, Jennafer Reilly, Scott Painter, Julia Vicente, Lynette Waller, Mark Boyer

**Committee Members Absent:** Ryan Redner

**Public Attendees:** Sign-in sheet attached

Meeting called to order by Maria Ziolkowski at 8:05 am

### Approval of Minutes

- Motion to approve the minutes from March 1, 2017
- Vote: Motion Carried
- Resolved: Minutes from the meeting on March 1, 2017 were with modification.

**Public Comment:** None

**Presentation: (If applicable)**

### Old Business:

The cash flow through February 28, 2017 was presented to the committee. Projections are still on point and cash flow is healthy. The Board signed the agreement with Fulton Bank to broaden the investment opportunities for the District. Looking ahead, in August we will be setting up the discussion to revisit Act 10 investment opportunities. There was a question from the committee on the cash flow projections that it appears there will be another \$1m surplus? Mr. Boyer responded that the projections are pointing towards a surplus, but it should be around \$400k.

The Budget to Actual Projections for the 2016-17 fiscal year were presented. We are projecting a surplus of around \$408k. This is slightly down from the surplus of \$409k that was projected in March. The surplus is mostly contributed to higher than budgeted

revenues in Real Estate Taxes, Earned Income Tax, Transfer Tax, and Delinquent Real Estate Taxes.

The 2017-18 Budget, enrollment projections and five-year forecast was presented to the committee. The enrollment projection was presented by starting with the explanation of how the kindergarten enrollment is calculated. The Committee then reviewed class size ratio. Mr. Boyer then proceed to review the general fund budget components in comparison to previous years. Benefits and health insurance continue to drive the budget increases. The Committee reviewed detailed budget options based upon the directives from the committee at last month's meeting. The directives from last month were to keep all instructional positions and work with a tax increase not to exceed 1%. The budget options presented are in line with the committee's directives. The new five-year forecast was presented. The forecast displayed the predicted financial landscape through the 2021-22 school year. In order to complete the forecast model, assumptions needed to be made which can be changed. There is the potential for increased revenue sources based on business development in the District. The budget will be presented to the Board at the first meeting in May. It will be available for the public to view for the required 30 days with adoption at the first meeting in June.

#### **New Business:**

The administration held a discussion about Forecast 5, which is an analytics and forecasting tool. Mr. Boyer presented an overview of Forecast 5; it will have an annual cost of \$7500, if both 5 Sight and 5 Cast is purchased. If consortium pricing goes into effect, we will benefit from the reduced cost. If there is a differential between the \$7500 and consortium pricing, the difference will be refunded.

The results of Electrical Contract Bids were reviewed. It appears that we will have savings of approximately \$36K. Recommend bringing forth the contract to the Board which will lock in the rate for three years.

The results of Wireless Control Bids through eRate were discussed. Nine vendors responded to our request for bids. The winner of bid was Weidenhammer and a contract will be brought forward for consideration by the Board

A contract with Sweet Stevens for Legal Consultation will be presented to the Board for consideration. This contract provides Special Education consultation services; flat fee, no increase over last year.

Contract – purchase of paper cutter – options tabled this conversation.

A contract for District-wide shredding was discussed. Recommend bringing a contract forward for shredding documents in four locations (WHEC, WREC, JSHS, DO). There will 96-gallon locked receptacles at each location with the exception of WREC which will have a 64 gallon container. The pick- up frequency will be on an 8-week rotation.

The contract for the sound system purchase for the football/lacrosse field was addressed in Facilities Committee.

Four WAEF Grants will be brought forth to the Board for approval. They are the following:

- Optics and Photography Artist in Residence
- Laser Cutter Professional Development
- Robotics Laser Cutter Tool
- Maker Space Cart

**Announcements:** None

**Adjournment:** 9:56 am

**Next Meeting Date:** Wednesday, May 3, 2017

Respectfully submitted by Mark Boyer, Business Administrator