



Wyomissing Area School District

630 Evans Avenue, Wyomissing PA 19610

Finance Committee
Monday, March 12, 2018
Community Board Room

Committee Chair: Maria Ziolkowski

Committee Members: Karen McAvoy, Chris McCaffrey

Meeting Minutes

Attendees: Maria Ziolkowski, Chris McCaffrey, Melissa Phillips, Laurie Waxler, Rob Scoboria, Lynette Waller, Mark Boyer

Committee Members Absent: None

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 February 9, 2018
- Vote: Motion Carried
- Resolved: Minutes from the meeting on February 9, 2018 were without modifications.

Public Comment: None

Old Business:

- **Cash Flow Projections 2017/18:** The Committee reviewed the cash flow through January 31, 2018. As for right now, compared to budget projections, the District is slightly ahead in revenues collected, but also slightly ahead of expenditures. The expenditures are due to a bond payment that project to be paid in May, but was paid in October. Overall the District's cash flow is on target compared to the budget projections.
- **Budget to Actual Projections 2017/18:** The Committee reviewed the budget to actual projection for the 2017/2018 school year through January 30, 2018. As of right now the current projected amount of the deficit is \$487,740. This is much less than the amount that was originally budgeted. There should be an additional \$400,000 - \$500,000 of fund balance available to use in the 2018-2019 budget.
- **2018/19 Budget:** The current version of the 2018/2019 budget and five-year forecast was presented to the committee. The Committee was presented with six different taxing scenarios. The Committee will come back in April meeting with the decision to narrow down the taxing options. The scenarios included the Governor's proposed

educational revenue increases, recommended use of fund balance from the committed PSERS balance, change in percent increase in health care, savings from retirements and uniform replacements. Mr. McCaffrey asked if the position changes that were presented in the March Personnel Committee were included in this budget. Yes, they were included. Mrs. Ziolkowski asked if scenarios could be presented in April with assumptions made on the potential assessed value growth and if more staff were added. Those scenarios will be presented in April. Mrs. Ziolkowski asked if there was additional money budgeted for safety. If the Board would like to see funds increased for safety initiatives, it can be built into the budget.

New Business: None

Discussion Items:

- **Enrollment Projections** – The four-year enrollment projections were shared with the committee. As of right now there is a slight enrollment decrease for the 2018/2019 school year. The current number of enrollments is down from the same time last year. Over all our projections for the 2017/2018 school year compared to actual were off by seven (7) students in Kindergarten, but overall the projections were only off by one student. Administration described a contingency plan if enrollment spikes in the elementary grades. Ms. Phillips expressed the need for additional teachers for Kindergarten through fourth grade. The Administration will continue to monitor the enrollment.
- **Review of printer and copier usage** – Overall copier usage and history was shared with the committee. The current lease agreement with Phillips Office Solution has pricing set at .00470 for black and white prints and .03900 for color prints. It was shared that there has been a dramatic increase in color copies over the past five year, specifically over the past two years. The original plan with the new lease was to have more machines in the buildings that could print color copies to reduce the amount of usage in the copy center. This has not occurred. A re-configuration with current copier fleet might need to occur. Administration will also be working towards reducing the number of color copiers printed through the District print management software.
- **Delinquent Taxes – ENM Law** – The amount of delinquent taxes that will be turned over to ENM Law was reviewed with the Committee. The amount was under \$500,000. The final amount will be on the Board Agenda for approval.
- **Dump Truck Replacement Quotes** – tabled until further information is gathered and brought forth to the committee for review
- **Transportation Update – GPS/Transfinder (Tabled)** – tabled until further information is gathered and brought forth to the committee for review

Agenda Items:

Three (3) budget transfers were reviewed

Reviewed the following WAEF Grants:

- Sheet Metal Machine

- Shelving for Two Classrooms
- Organic Model Sets for Science

Adjournment: 9:49 am

Next Meeting Date: Wednesday, April 4, 2018

Respectfully submitted by Mark Boyer, Business Administrator