

UPPER PERKIOMEN SCHOOL DISTRICT

Education Center

2229 E. Buck Road, Pennsburg, PA

VIRTUAL

Finance Committee Meeting

June 15, 2020

CHAIR: Melanie Cunningham

Ex-Officio: Dr. Kerry Drake, President

MEMBERS:

Judy Maginnis

Keith McCarrick

Business Manager: Sandra Kassel

Assistant Business Manager: Dan Direso

Superintendent: Dr. Allyn Roche

AGENDA

1. Approval of Meeting Minutes
 - a. May 18, 2020 (Attachment A)
2. Discussion:
 - a. Balance of Projects
 - b. Crossing Guards
 - c. 2019-2020 School Year

Mission & Vision Statement: The Finance Committee is an advisory committee who are devoting the extra time and effort to understand the finances of the district in order to assist and guide the Board on financial decisions which affect the short and long term financial health of the district.

UPPER PERKIOMEN SCHOOL DISTRICT**FINANCE COMMITTEE****May 18, 2020**

The Finance Committee Meeting was held virtually with the following committee members attending: Melanie Cunningham (chairperson), Keith McCarrick, Judy Maginnis, and Raeann Hofkin. Others in attendance were: Dr. Allyn Roche, Sandy Kassel, Dr. Andrea Farina, and Kimberly Bast.

Motion to approve the April 20, 2020 and April 30, 2020 Finance Committee Meeting minutes. Motion carried.

DISCUSSION –**a. Tax Bills for 2020-2021**

Mrs. Kassel provided an explanation on the tax bills and current local tax law and installment payments and discounts. She said that legislators could be voting on passing House Bill 2460, a Taxpayer Flexibility Bill. Mrs. Kassel explained that that bill would help property taxpayers, by extending the discount period to the end of September and extending the net with 0% penalty until December 31st. If that bill passes, the district would need to change discount period and adjust the penalty %. Mrs. Kassel said a resolution would need to be voted on at the May 28, 2020 Board Workshop meeting due to the timeline of the printing of the bills if the Board wants to provide relief if the bill does not pass. The committee, wanting to provide some relief to taxpayers, said they would bring the recommendation to the full board.

b. MONTCO 2040 Funds

The district received \$150,000 from the MONTCO 2040 Grant for the off-site walkway project through Upper Hanover Township. This project created additional walkways for walking and biking. Mrs. Kassel recommended putting this money in the Capital Reserve account since the off-site walkways were paid from that account. A motion to recommend the transfer will be on the next Board meeting to transfer the money.

d. CARES Act Funds

Mrs. Kassel reported that under the CARES Act there is an allocation for LEA's to receive funds that districts need to apply for. She said Dr. Farina and Mrs. Bast have been working on submitting the application. Funds will need to be earmarked for specific projects. Dr. Roche and Dr. Farina said they are having conversations on the challenges of identifying the needs of where to specify to use these funds. Mrs. Kassel and Mrs. Bast said the amount that will be received is based on the allocation for Title I funds.

c. Expenditure Review

Mrs. Kassel gave updates on where the budget started and where it is currently. She talked about the time that was spent with administration and principals to discuss where they could reduce the budget and the building budgets. She said they talked about staffing, class size reductions, transportation, expenditures and revenues. Some costs have been decreased due to the school closure but some have been increased such as in technology. Mrs. Kassel said how it is very difficult to estimate costs for next year with not knowing how the school year will be conducted. She talked about the end of year funds and the fund balance.

The committee and board members had several questions and comments relating to the budget. Dr. Roche asked for guidance on how the committee wanted administration to move forward with the budget and cuts.

Motion by Keith McCarrick, seconded by Judy Maginnis, to adjourn the meeting. Motion carried; all voted aye.