

UPPER PERKIOMEN SCHOOL DISTRICT

FINANCE COMMITTEE

September 21, 2020

The Finance Committee Meeting was held virtually with the following committee members attending: Melanie Cunningham (chairperson), Keith McCarrick, and Judy Maginnis. Others in attendance were: Dr. Allyn Roche, Sandy Kassel, Dan Direso, and Jenn Malone.

Motion by Keith McCarrick, seconded by Judy Maginnis, to approve the May 18, 2020 Finance Committee Meeting minutes. Motion carried.

DISCUSSION –

a. GASB 84 – Changes in the Accounting of School Activity and Scholarship Funds

Dan Direso provided a Power Point and explained GASB 84 which became effective for the 20-21 fiscal year. GASB 84 establishes criteria for identifying fiduciary activities for all state and local governments. This applies to Student Activity Funds and Private-Purpose Trust Funds (Scholarship Funds).

- Key Definitions
 - Administrative Involvement
 - Direct Financial Involvement

Student Activity Funds that were previously in Fund 81 will now move to Fund 21 for Middle School and High School Clubs, and Elementary and Principal Accounts will now move to the General Fund. The reason they move to General is because they operate at the direction of the building principal. Since the principal directs the use of funds, it is determined that the district has administrative involvement over the use which disqualifies the funds from being classified as fiduciary.

Scholarship Funds that were previously in Fund 71 will now move to either Fund 89 or the General Fund 10. Scholarships awarded/determined by district personnel establishes Administrative Involvement. As the district controls the award it will be accounted for in the General Fund. Awards determined by non-district personnel qualify as custodial funds and will be moved to Other Custodial Fund, (Fund 89).

Based on the information the estimated General Fund transfer will be \$276,282.64 (one-time). Estimated operating revenue of \$26,986.00, and estimated expenditures of \$34,361.96 are the approximate yearly amounts.

Mr. McCarrick asked for a chart of which funds will move to which accounts. Dan has created a chart and it will be attached to the minutes.

b. Transportation – RFP Beginning 2021-2022 School Year

Jenn Malone informed the committee that the state encourages districts to go out for an RFP on services such as transportation. Our current contract expires June 30, 2021. Jenn went through the RFP and explained the content and why it contained specific information regarding our new software. The committee discussed the statement in the RFP that says the contractor must maintain A permanent place of business, including bus depot, inside the boundaries of the district. The committee decided to add a little flexibility to the statement. Mrs. Maginnis asked about the statement regarding the approval of the drivers. This is included because it is encouraged by the state. The bus company bears the liability.

Sandy Kassel did inform the Board that they will most likely see an addendum to the RFP concerning the number of days of transportation and clauses on situations like COVID-19.

Mr. McCarrick asked about the cost of taking over transportation. Mrs. Kassel informed Mr. McCarrick that this would not be recommended due to the high cost in leases and personnel. Also the reimbursement formula for district owned is less favorable.

Mrs. Cunningham suggested a timeline in November and let the final decision regarding the timeline to the administration.

c. Grants for COVID-19

An explanation was provided for each COVID grant that has been awarded and a description of the allowable expenses was provided. The grants discussed were as follows:

| | |
|---|--------------|
| ESSER Funds – Elementary and Secondary School Emergency Relief Fund | |
| | \$238,934.00 |

| | |
|--|--------------|
| PCCD Grant – 33861 – COVID Health and Safety Grant | |
| | \$244,484.00 |

| | |
|--------------------------|--------------|
| COVID Mitigation Grant - | |
| | \$ 15,936.76 |

| | |
|---------------------------|---------------------|
| Montgomery County Grant - | |
| Approved Aug. 13, 2020 | <u>\$394,625.98</u> |

We are still waiting for information on allowable expenses

Total Grants \$893,980.74

The committee asked if the Montgomery County grant could be used for additional staff. We do believe it will be allowed to be used for additional staff.

Mrs. Maginnis asked for the grant document to be included in the update and shared with the other Board members.

d. Wood Property

The committee was brought up to date on the process regarding the Wood property. Each party had obtained an appraisal and in accordance with the agreement the appraisers agreed on someone to do a third appraisal as outlined in the Option of First Refusal document. The third appraiser contacted us today and will email a proposal next week and will be able to look at the property around October 12th. This could be an important property to the district in the future in helping to reduce some of the traffic concerns around the high school.

Next meeting we will discuss the Act 1 Index and STEB information.

Motion by Judy Maginnis, seconded by Keith McCarrick, to **adjourn the meeting at 7:13pm**. Motion carried; all voted aye.

| Activity Number | Activity Name | Cash Balance | Old Fund | New Fund | Fund | Fund No. | Cash Balance Transfers |
|-----------------|---|--------------|----------|----------|--------------------|----------|------------------------|
| 50 | Water Polo Club | 3,339.81 | 81 | 21 | | | |
| 500 | HS Student Activity/General | 24,379.71 | 81 | 10 | Student Activities | 81 | (149,142.34) |
| 510 | Environmental Club | 1,915.59 | 81 | 21 | | 10 | 63,554.21 |
| 813 | UPHS Link Crew | 386.19 | 81 | 21 | | 21 | 85,588.13 |
| 814 | Gaming Club | - | 81 | 21 | | | - |
| 1000 | Art | 2,014.39 | 81 | 21 | | | |
| 1005 | Band | 583.39 | 81 | 21 | Scholarships | 71 | (259,196.47) |
| 1015 | Choir | 285.63 | 81 | 21 | | 10 | 212,728.43 |
| 1025 | FBLA | 8,160.91 | 81 | 21 | | 89 | 46,468.04 |
| 1030 | Drama | 12,282.93 | 81 | 21 | | | |
| 1040 | Esperanto Club | 54.40 | 81 | 21 | | | |
| 1045 | NHS | 2,062.61 | 81 | 21 | | | |
| 1055 | Student Council | 21,572.87 | 81 | 21 | | | |
| 1060 | Yearbook | 2,800.28 | 81 | 21 | | | |
| 1075 | LEO | 2,239.58 | 81 | 21 | | | |
| 1090 | Debate Club | 932.40 | 81 | 21 | | | |
| 1093 | UPTV Club | 554.15 | 81 | 21 | | | |
| 1095 | WOW Club | 3,246.06 | 81 | 21 | | | |
| 1590 | Class of 2020 | 1,379.20 | 81 | 21 | | | |
| 1595 | Class of 2021 | 1,831.88 | 81 | 21 | | | |
| 1600 | Class of 2022 | 121.69 | 81 | 21 | | | |
| 1610 | Class of 2023 | 882.93 | 81 | 21 | | | |
| 2000 | Hereford Elementary Student Activity | 7,579.98 | 81 | 10 | | | |
| 3000 | MS Student Activity | 7,667.92 | 81 | 10 | | | |
| 3005 | MS Student Council | 2,856.62 | 81 | 21 | | | |
| 3010 | MS Leo's Club | 307.96 | 81 | 21 | | | |
| 3015 | MS Yearbook | 3,001.43 | 81 | 21 | | | |
| 3020 | MS JSJ | 831.55 | 81 | 21 | | | |
| 3025 | MS Drama | 10,973.67 | 81 | 21 | | | |
| 3030 | MS Reading Olympics | 270.10 | 81 | 21 | | | |
| 3035 | MS NJHS | 156.22 | 81 | 21 | | | |
| 3045 | MS WOW Club | 543.69 | 81 | 21 | | | |
| 3500 | Marlborough Elementary Student Activity | 23,737.47 | 81 | 10 | | | |
| 874 | 4th & 5th GC Student Activity | 189.13 | 81 | 10 | | | |
| 738 | Upper Perk Future Educators | 1,550.89 | 71 | 10 | | | |
| 4000 | Gulack Foundation | 103,900.48 | 71 | 10 | | | |
| 4010 | Wilson R. Ritter Memorial | 1,936.08 | 71 | 10 | | | |
| 4015 | Andy Weaver Memorial | 205.48 | 71 | 10 | | | |
| 4020 | Buchman Centennial | 7.40 | 71 | 10 | | | |
| 4025 | Camp Rockwood/Boy & Girl | 2.76 | 71 | 10 | | | |
| 4030 | UPV Lions | 19.56 | 71 | 89 | | | |
| 4035 | Lila Bittenbender Scholarship | 52,815.26 | 71 | 10 | | | |

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|------|---------------------------------------|-----------|----|----|
| 4045 | Barry J. Fetterman Memorial | 433.83 | 71 | 10 |
| 4055 | Kyheim Tripp Scholarship | 918.96 | 71 | 10 |
| 4065 | Anne K. Raymond Scholarship | 12,972.14 | 71 | 10 |
| 4070 | Deborah Hodge Memorial | 100.00 | 71 | 10 |
| 4075 | Terry Fetterman Athletic Award | 1,967.66 | 71 | 10 |
| 4080 | Commonwealth Ins. Group T/A Durn & | - | 71 | 10 |
| 4085 | Ralph W. Engle Memorial | - | 71 | 10 |
| 4090 | H Melvin Diehl Scholarship | 42.06 | 71 | 10 |
| 4095 | UPHS Faculty Scholarship Fund | 3.77 | 71 | 10 |
| 4105 | Dr. Anita S. Dutton Education | 3.67 | 71 | 10 |
| 4110 | Misc Scholarship Acct | 0.28 | 71 | 10 |
| 4115 | Ben Oberholtzer Memorial Scholarship | 43,943.17 | 71 | 89 |
| 4125 | Sally Welsh Memorial Scholarship | 86.23 | 71 | 10 |
| 4130 | Samantha Snyder Water Polo | 3,391.56 | 71 | 10 |
| 4135 | Hank Highlands Memorial Scholarship | 49.49 | 71 | 89 |
| 4145 | Lechner & Stauffer Ins. Agency | - | 71 | 10 |
| 4150 | Joan T. Smith Scholarship | 9.42 | 71 | 10 |
| 4155 | SP4 Ray Ira Haas Scholarship | - | 71 | 89 |
| 4160 | Perkiomen Valley Women's Club | 10,486.81 | 71 | 10 |
| 4170 | Nestler Scholarship Foundation | 21,893.69 | 71 | 10 |
| 4175 | Norma Reichenbach-Nichols Scholarship | 2,455.82 | 71 | 89 |
| 4180 | Knights of Columbus | - | 71 | 10 |
| 4185 | Wally Bieler Memorial | - | 71 | 10 |