

# **Plum Borough School District**

## **Finance Committee Meeting Minutes For November 2013**

**(Meeting #5 – 2013-14)**

**Plum Borough School District  
Finance Committee Meeting Minutes  
November 2013**

Meeting Date: Tuesday, November 19, 2013

Location: High School Cafeteria Conference Room

In Attendance:

Committee Members: Mr. Dowdell, Chair; Mr. St. Leger and Mr. Zucco; Committee Members

Board Members: Mr. Drake, Mr. Tomarello and Mr. Colella

Administrative Representatives: Mr. Marraccini, Dr. Glasspool, Dr. Rossi and Mr. Brewer

Solicitor: Mr. Price of Andrews and Price

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**I. Call Meeting To Order. Mr. Dowdell called the meeting to order at 6:00 PM**

**II. Citizens Comments:**

- A. On agenda items. None
- B. On non-agenda items. None

**III. Invited Guests: None**

**IV. Agenda Action Item Discussions:**

- 1. Treasurer's Report:** Approve Treasurers' Report for the month of October 2013. Report was electronically sent to board members prior to the meeting for their review.

*Committee's Recommendation: Move to Public Board Meeting Agenda*

**2. Budget Transfer Request: To Follow**

- 3. Recommend ratification of acceptance of donation:** Administration recommends ratification of donation from PPG Industries Foundation in the amount of \$1,000.00 for Holiday Park Elementary School.

*Committee's Recommendation: Move to Public Board Meeting Agenda*

- 4. Recommend approval for District's participation in the 2013-14 Allegheny Intermediate Unit Joint Purchasing Board.** Administration recommends District's continued participation in the AIU Joint Purchasing Board, naming Michael Brewer as its Regular Member and Eugene J. Marraccini as its Alternate Member. This is an annual process.

*Committee's Recommendation: Move to Public Board Meeting Agenda*

- 5. Recommend approval for submission of PlanCon - Part G documents (Project Accounting Based On Bids) to PDE for the New Holiday Park Elementary Project.** Mr. Ackerman of L R Kimball prepared the PlanCon – Part G documents for approval and submittal to PDE.

*Committee's Recommendation: Move to Public Board Meeting Agenda*

**6. Administration recommends approval of G.O.B. invoices, as presented.** Invoices are those received after the Facilities Committee, as presented.

*Committee's Recommendation: Move to Public Board Meeting Agenda*

**7. Approve Certification of Sterling Act Tax Credit pursuant to Act 1 of 2006.** District is required to certify its Sterling Act Tax Credit with PDE by December 15, 2013. District is eligible for a \$38.90 credit.

*Committee's Recommendation: Move to Public Board Meeting Agenda*

**8. Recommend acceptance of Student Transportation Routing Software System from U. S. Computing, Inc. in the amount of \$49,650, as presented.** Dr. Glasspool explained this software is necessary to do the bus tracking, stop-by-stop and redistricting logistics. Several employees will be crossed trained on the software.

*Committee's Recommendation: Move to Public Board Meeting Agenda*

#### **IV. Informational Discussion Items:**

**1. Discuss Real Estate Tax Collector's Report for the month of October 2013.** Committee reviewed report.

**2. Discuss Delinquent and Current Earned Income Tax (EIT) collections for October 2013:**

**A. Delinquent EIT Collections:** Discuss Plum Borough Delinquent Earned Income Tax Collector's Reports for the month of October 2013. Committee reviewed report.

**B. Current EIT Collections:** Discuss the Keystone Collection Group's Earned Income Tax Collection Report through from January 1 to October 31, 2013. Committee reviewed report.

**3. Discuss Monthly Revenues and Expenditures Comparison Graphs for the month of October 2013.** Committee reviewed reports.

**4. RFP updates.** The Board directed Central Administration to prepare Request for Proposals (RFP) for the following services:

1. Insurance Brokerage Services - Two RFP's received. Interviews scheduled for 11/21/13. Interview with one of the brokers to be held on Thursday, November 21, 2013 and the other called to reschedule in early December.

2. Independent Auditing Services – In progress.

3. Banking and Investment Services – Mr. Russo informed district he will be presenting a draw schedule for New Holiday Park shortly.

**5. Center Elementary Storm Drain Insurance Claim update.** District received final insurance supplemental reimbursement for this claim in the amount of \$7,291.38. Mr. Marraccini and will finalize claim with insurance company.

**6. Proposed Budget Timeline for the 2014-15 General Fund Budget (Fund 10).** Central Administration has formulated a Budget Timeline document which incorporates Act 1 mandate options. Copy of the Budget Timeline is attached. Committee reviewed the timeline for the 2014-15 General Fund.

**7. Federal Government Sequester Update.** Mr. Cliff Pastel, District's Bond Counsel informed the District the IRS announced the reduction to BABs subsidy payments for 2014 will be **-7.2%** due to the continued Sequester. This means the District can expect to receive **\$ 31,667.00 less** than it is due (\$439,825 x -7.2%).

**8. Legislative Alerts for Charter Schools Reform – SB 1085. Please refer to attached PSBA Legislative Alert regarding SB 1085.** PSBA is opposing this SB because it does not eliminate the double-dipping benefit for Charter School, as originally discussed by the Senate Education Committee. Additionally, the Bill gives Charter School oversight to universities. Lastly, a mandate to allow 4 year old children to attend Charter kindergarten even for those districts that have higher minimum age requirements. Mr. Andrews of Andrews & Price has filed a class action to block this mandate.

**V. New Business Roundtable.**

**VI. Next scheduled Finance Committee Meeting:** December 10, 2013

**VII. Motion to adjourn.** Meeting adjourned at 7:00 PM