

Conneaut School District Finance/Budget Committee

January 8, 2018

The meeting of the Finance/Budget Committee was called to order at 4:30 pm on January 8, 2018 as advertised in the Library of the Conneaut Area Senior High. Present for the meeting were Directors Dorothy Luckock and Jamie Hornstein, Business Manager Greg Mayle, and Superintendent Jarrin Sperry. There was 1 member of the public present.

- Greg discussed updating the Business Office Software and this one will integrate with AESOP as well as Office Depot for purchase orders. Should save duplication of entries. The target date to go "live" is July 1 and he plans to run payroll parallel prior to that. This one has a much more robust report module.
- Investments Update – PLGIT is 1.3% which is better than our current sweep account with the bank. Being the amount we have, it will benefit us.
- Transportation Update – Our current contract is up June 30th with Jarrin and Greg having exclusive negotiations with Anderson Coach & Travel. After the end of January that exclusive period ends. With the pressure from the state regarding transportation costs, Greg presented a proposal from PASBO to review transportation. This will help due to the complex old formula for reimbursement as well as assisting with the creation of the RFP in the spring. A major concern is what to have quoted due to the middle school evaluation. Do we try to look at K-12 runs again?
- Financial Reports – this being Jamie's first meeting on this committee, the current reports to the committee were discussed briefly. Discussed were some evaluation and possible adapting in the future.
- 2018/19 budget – Greg was to receive information from the buildings the end of this week. In February it will start coming to the committee.
- Act 1 millage – Greg presented a report that based on the prior year property assessment, and the maximum Act 1 index from the state of 3.3%, the maximum property tax increase would be \$484,833.23. The committee will recommend to the board to not go above the Act 1 index. A final determination on any increase in property taxes will be at the time of the budget adoption. The committee will make a recommendation at this time based on the full budget process.
- New Member materials – Greg will prepare a notebook (as was done in the past) with some of the state guidelines as well as budget account information.
- Document Retention/Business Office Reconfiguration – Greg said that a substantial amount of work was accomplished already in the basement "vault". I believe he said he quit counting at over 200 boxes. He proposed rearranging some of the business office area now that some of that older record storage will fit in the "vault" in ASA. Might make a small conference room with very minimal cost. A question was raised on digitizing any records, to be reviewed later.
- Compensation Plans – it was noted that June 30, 2018 the following will expire – Psychologists, Tech dept. staff, Confidential Secretaries and Student Accounting Secretary. The Act 93 people are June 30, 2019. At this time the expectation is that the negotiations team will also assume these duties. (Don Ellis, Dot Luckock and 3rd member to be named).

The next meeting is scheduled for Thursday Feb. 1 at 4:00 pm.



Dorothy Luckock, Board President



Greg Mayle, Board Secretary



Dorothy Luckock, Committee Chairperson