



FINANCE STANDING COMMITTEE MEETING

2/25/2019 [4:00PM-5:00PM] @ Board of Directors Room

- FINANCE STANDING COMMITTEE MEETING -

1. Call to Order

Minutes

Meeting was called to order at 25, 4:01 P.M.

2. Roll Call

Minutes

Finance Committee Members:

Mrs. Lindsay Drew -present

Mrs. Kathy Sicher - present

Dr. Kip Shaw - present

Mr. Terry Singer, Chairperson -
present

Mr. Mike Frentz - present

Regis Barwin - present

Mr. Joseph McFarland - present

Citizen Advisors:

Faisal Aziz - absent

Jeff King - present

Todd Shaffer - present

Darby Valego - present

3. Approval of Summary Minutes

Minutes

Minutes approved (motioned by Kathy, seconded by Lindsey).

(FINANCE-STANDING-COMMITTEE-MEETING.jan.28.pdf attached)

4. Unfinished Business

5. New Business

a. Review of 2019-2020 Revenue Data

Minutes

Review 2019 - 20 revenue data (see attached)

Budget approval calendar process going forward:

- April - review refined budget requests/projected expenditures; consider whether we may increase/decrease from projected 2.3% increase; recommend budget to full board
- May - board passes preliminary budget

- June - board passes final budget

(Finance committee - Feb 25, 2019 - Trends.pdf attached)

b. Contract Review - Recommendation for renewal of our copier lease (lease is up at end of June 2019)

Minutes

Tracy Landry, David Sweigart - Presentation regarding the renewal of copy/printing services lease which expires on June 30, 2019. Looking at 5-year extension of lease with upgraded services and increased efficiencies, particularly to reduce color copy overage costs.

Higher Information Group contract extension from 2019-24 was recommended. It was recommended that these services be bid out competitively again upon the expiration of this contract in 2024.

Lindsay motioned, Kathy seconded, and motion passed to recommend this contract to the full board for approval at its March 11th board meeting.

(HIG Copier Fleet Proposal 2_19.pptx attached)

c. Vendor Fair

Minutes

Vendor Fair - The committee discussed holding a vendor fair for community businesses so that they can learn about how the district's purchasing process works, especially the timing/scheduling of purchasing, how to get into the pool of eligible bidders, etc. This would address both the purchasing of goods and services.

Beyond the fair, it was suggested that the district put something up on the website that mirrors the information that would be covered in vendor fair and that it be updated appropriately on an ongoing basis as a future on-line resource. Mike & Terry will discuss and put together a concept, including a date, and bring it back to the committee for further discussion.

6. Public Comment

Minutes

There was no public comment.

7. Adjournment

Minutes

The next meeting is scheduled on March 25, 2019.

The meeting was adjourned at 4:59 p.m.



FINANCE STANDING COMMITTEE MEETING

1/28/2019 [4:00PM-5:00PM] @ Board of Directors Room

- FINANCE STANDING COMMITTEE MEETING -

1. Call to Order

Minutes

Meeting was called to order at 4:00 p.m.

2. Roll Call

Minutes

Kathy Sicher - present
Kip Shaw - present
Lindsay Drew - present
Terry Singer - present
Joe McFarland - present
Mike Frentz - present
Regis Barwin - present (new employee in bus. mngrs. office)
Faisal Aziz - absent
Jeff King - present
Todd Shaffer - present
Darby Valego - absent

3. Approval of Summary Minutes

Minutes

Minutes were motioned for approval and approved, with Lindsay Drew abstaining because she was not at the last meeting.

4. Presentation

a. 2017-18 Audit Report-Matt Wildasin, Boyer & Ritter

Minutes

Matt Wildasin, Boyer & Ritter, reviewed the 2017-2018 audit. Matt suggested that for board members who were new to the audit process or those who wanted to see more context/comparison, that they review the management discussion and analysis section.

5. Unfinished Business

a. Contract Review Process

Minutes

As there was no time to address this issue, it was deferred to the next meeting.

6. New Business

a. Vendor Fair

Minutes

As there was no time to address this issue, it was deferred to the next meeting.

7. Public Comment

Minutes

There was no public comment.

8. Adjournment

Minutes

The meeting was adjourned at 5:01 p.m.

DERRY TOWNSHIP SCHOOL DISTRICT
REVENUE TRENDS
2008-09 TO 2017-2018

REVENUE CODE	REVENUE DESCRIPTION	10 YEAR AVG. 08-09 TO 17-18	5 YEAR AVG 13-14 TO 17-18	10 YEAR HIGH 08-09 TO 17-18	10 YEAR LOW 08-09 TO 17-18	5 YEAR HIGH 13-14 TO 17-18	5 YEAR LOW 13-14 TO 17-18	BUDGET 2019-2020	
R6112	REAL ESTATE TAXES	32,627,812	34,432,008	35,490,278	29,599,645	35,490,278	32,789,423	37,391,967	Assumes 2.3% increase in real estate taxes
6112	Real Estate Taxes-Interim	143,459	116,455	285,800	-	135,739	85,305	132,600	ok
6113	Utility Taxes (PURTA)	51,230	49,960	54,383	46,034	53,252	46,034	54,574	This revenue stream has shown a steady decline over last 5 years, this assumption should be adjusted down to 5 year average
TOTAL REAL ESTATE		32,822,501	34,598,423	35,830,461	29,645,679	35,679,269	32,920,762	37,579,141	
6114	Payments in Lieu of Taxes	903,987	949,789	968,098	777,417	968,098	934,735	958,800	ok
6142	Occupation Tax	1,794,737	1,784,805	1,825,476	1,763,255	1,795,653	1,763,255	1,836,000	Revenue has been steady adjust down
6143	Occupational Privilege/Local Svcs Tax	135,454	143,613	152,746	101,757	152,746	132,096	146,450	Some increase could be adjusted up
6151	Earned Income Tax	4,319,224	4,602,877	4,967,672	3,529,281	4,967,672	4,408,219	4,770,500	Adjust up, trend noting increase each year
6153	Real Estate Transfer Tax	680,166	813,936	885,662	375,479	885,662	700,517	777,700	Should be adjusted up as indicated by 5 year avg.
6154	Amusement Tax	1,332,573	1,451,887	1,513,214	1,172,663	1,513,214	1,407,271	1,530,150	ok
6411	Delinquent Real Estate Tax	640,177	722,102	857,480	484,645	857,480	652,395	621,105	Should be adjusted up based on 5 year average
6442	Delinquent Occupation Tax	412,533	435,124	570,411	350,328	570,411	367,273	450,000	ok
6510	Earnings from Investments	138,920	83,433	604,034	21,059	156,480	21,059	63,000	Will be adjusted up for current rates
6710	Income from Athletic Activities	59,473	62,452	67,589	44,592	66,633	59,986	65,000	ok
6740	Fees	104,536	111,109	169,894	48,576	138,237	51,624	139,020	Adjust down due to 5 year average
6830	St Revenue from Intermediate Sources	3,361	-	33,000	-	-	-	-	ok
6831	Federal Revenue from PA Public Schools	2,458	1,864	8,237	-	6,007	329	-	ok
6832	IDEA IU Pass Through-Federal Funds	441,068	428,725	475,796	398,830	459,027	398,830	468,180	Will be adjusted based on information received
6832.02	IDEA Sec 619 from IU	2,742	2,259	9,592	-	3,886	-	-	
6833	ARRA IU Pass Through-Federal funds	53,137	4,600	429,264	-	20,000	-	-	Funding no longer available
6910	Rent from School Facilities	48,104	66,035	104,170	24,994	104,170	41,539	62,424	ok
6921/23	Donations-Elem/MS PTO	5,015	6,412	18,236	-	18,236	10	-	Adjust up
6922	Private Contributions	18,372	6,154	73,286	130	17,500	130	-	Based on expenses
6924	Trojan Foundation	5,464	-	24,205	-	-	-	-	Trojan Foundation pays directly
6942	Summer School	34,346	35,624	47,129	5,955	47,129	26,546	27,500	Adjust up based on 5 year average
6944	Receipts from other LEA's-Spec Ed	350,357	247,004	565,569	132,976	337,679	132,976	210,000	ok
6949	SAT	16,671	17,064	19,683	13,365	19,435	13,365	19,000	ok
6990	Misc Revenue	53,122	90,502	264,036	6,240	264,036	16,055	55,000	ok
6991	Refunds-Prior Year Exp	50,679	58,119	105,491	-	83,362	56,597	46,557	ok
TOTAL LOCAL NON REAL ESTATE		11,606,677	12,125,490	14,759,969	9,251,543	13,452,751	11,184,807	12,246,386	
		0	-	-	-	-	-	-	
R7110	BASIC EDUCATION	2,187,069	2,428,366	2,768,874	1,806,492	2,768,874	2,180,983	2,899,008	Will be based on governors proposal for increase
R7140	CHARTER SCHOOL FUNDING	35,166	-	129,906	108,760	-	-	-	
R7160	SECT 1305/1306	39,939	23,403	74,711	13,146	32,178	13,146	30,000	Adjust down based on 5 year average and lower number of students classified as 1305/1306sw
R7210	HOMEBOUND	16	4	140	21	21	21	-	ok
R7240	DRIVER ED	3,073	480	6,455	2,400	2,400	2,400	-	Funding no longer available to us
R7250	MIGRATORY CHILDREN	97	181	463	70	463	80	-	ok
R7271	SPEC ED FUNDING-SCH AGE	1,460,591	1,512,809	1,583,251	1,396,991	1,583,251	1,414,554	1,631,701	Will be based on governors proposal for increase
R7310	TRANSP (REG & ADD'L)	487,896	485,611	585,329	427,808	585,329	427,808	629,730	ok
R7320	RENTALS & SINKING FND PM	343,276	275,025	455,184	194,148	390,004	194,148	160,168	ok

R7330	MEDICAL/DENTAL SERVICES	74,881	72,682	85,615	70,705	75,738	70,705	73,950	ok
R7340	SUPPL REIM OF BASIC ED	664,633	666,762	672,221	660,449	672,221	662,753	668,677	ok
R7360	SAFE SCHOOLS	1,745	3,489	17,447	17,447	17,447	17,447	-	Funding is inconsistent can not rely on for
R7501	PA ACCOUNTABILITY GRANT	155,805	181,992	260,146	64,454	260,146	64,454	225,558	Will be based on governors proposal for increase
R7505	EXTRA GRANT	10,068	-	100,679	100,679	-	-	-	Funding is inconsistent can not rely on for budget purposes
R7810	STATE SS/MEDICARE TAXES	905,404	943,214	979,501	837,858	979,501	901,706	1,094,311	Based on social security expense
R7820	STATE RETIRE CONTRIBUTIO	2,051,085	3,262,915	4,420,525	514,390	4,420,525	2,067,362	5,004,698	Based on retirement expense
R7920	CLASSROOMS FOR THE FUTURE	11,587	-	90,873	25,000	-	-	-	
TOTAL STATE		8,432,331	9,856,933	11,560,915	6,726,067	11,560,915	8,270,758	12,417,801	

R8514	TITLE I, PART A	292,712	414,530	675,265	123,143	675,265	283,364	663,000	Will increase based on prior year revenue
R8515	NCLB TITLE II	65,125	76,364	171,931	37,195	171,931	48,535	141,780	Will increase based on prior year revenue
R8810	ACCESS	1,425	-	7,191	7,061	-	-	-	ok
R8708	AARA FUNDING	95,076	-	403,522	-	-	-	-	Funding no longer available
R8820	MED ASS REIMB FOR ADMIN	97,789	64,483	225,562	30,639	94,341	30,639	56,100	Will increase based on allowable revenue in Access account
TOTAL FEDERAL		552,127	555,377	877,835	273,062	877,835	426,240	860,880	

0 - - - -

R9390	PERMANENT FUND TRANSFERS	1,934,164	1,999,145	2,068,020	1,755,159	2,068,020	1,901,864	1,799,113	Calculated based on actual information once we receive info as of 3/31/19
R9400	SALE OF FIXED ASSET	151,091	154,176	613,113	18,601	613,113	18,601	-	
TOTAL OTHER		2,085,255	2,153,320	2,514,977	1,785,063	2,514,977	2,042,806	1,799,113	

TOTAL REVENUE 64,903,321

AVERAGE INCREASE REVENUE - 10 YEAR 2.75%
AVERAGE INCREASE REVENUE - 5 YEAR 2.78%
BUDGET INCREASE IN REVENUE 2018-2019 TO 2019-2020 3%

AVERAGE INCREASE LOCAL NON-REAL ESTATE - 10 YEAR 2.03%
AVERAGE INCREASE LOCAL NON-REAL ESTATE - 5 YEAR 2.04%
BUDGETED INCREASE IN NON-REAL ESTATE 18-19 TO 19 1.47% Based on notes above some non-real estate local revenues will be increased, equates to about \$62,000

Higher Information Group Multi-functioning Copier Fleet Renewal Proposal

February 25, 2019

Purpose

- The lease for our existing Multi-function Printers (MFP) Fleet lease is expiring on August 31, 2019.
- We are proposing renewing a new 5-year lease with Higher Information Group (HIG) for the rental and ongoing maintenance of a brand new copier fleet.

Rationale

The proposal that HIG offered represents a cost savings for more advanced machines with enhanced options in addition to some substantial value adds that include the following...

- New program will begin on July 1, 2019 (Saving us some additional fees in color printing overages)
 - Includes 31 new MFPs and all service, supplies, toner, and staples
- Removal of existing equipment in June 2019 (this allows a more transparent swap for end users)
- Color overage allotments will be increased each year eliminating overage fees
- Current monthly investment \$7,481.38
- New monthly payment \$6,471.52 (a savings of \$1009.86 per month)
- Refreshing existing copier models with the same brands eliminates the need to purchase 31 new PaperCut MF Embedded Licenses and card swipes that we currently own.