

Mrs. Holloway called the April 25, 2024 Millville Area School District Finance and Budget Committee Meeting to order at 5:45 pm.

Present were Whitney Holloway, Joseph Rasmus, Susan Myers, Greg Hemsarh, and Chelsea Rosenberger.

REVENUES

Review of 2024-2025 Budget

- Mrs. Holloway began the discussion with a review of the overall 2024-2025 budget.
 - Mr. Hemsarh asked if there was any money set aside for Title IX in the 2024-2025 budget.
 - Mr. Rasmus answered that the only money needed for that would be administrative training as it is not a funding source.
 - Mr. Hemsarh then asked if Title IX concerns were included in the lunch program.
 - Mr. Rasmus answered that Title IX is not involved with the lunch program other than for informational posting purposes and ensuring that no child is turned away from a meal.

Review Tax Calculation

- Mrs. Holloway reviewed the potential tax increases at 0, 25, 50, 75, and 100 percent of the Act 1 index to show the possible revenue and variance associated with each increase. She concluded that even with an increase to the full Act 1 index, the district would still be operating in a deficit according to the 2024-2025 budget calculations. Mrs. Holloway explained that some reasons for this is that ESSER funding is now gone and there were some staff member salaries covered by that funding.
 - Mr. Rasmus commented that the district has two Elementary teacher vacancies to fill, adding that one position may be absorbed with availability of other teachers and may help with some of the funding that was attributed to ESSER. Additionally, he shared that the district would need to reconfigure salaries previously covered by ESSER funding.
 - Mrs. Holloway confirmed for the Committee that designated substitutes previously paid for with ESSER funding were factored into the 2024-2025 budget.

EXPENDITURES

- Mrs. Holloway continued the discussion to review expenditures, adding that some calculations are not finalized due to not having final yearly costs. She explained that teacher negotiations are still ongoing, so the increases are not yet known for salaries. However, Mrs. Holloway shared with the Committee that benefits do have an 8.4% increase for 2024-2025, which has already been communicated. Unlike previous years, the CSIU will not be providing a holiday-based relief for 2024-2025. Then, Mrs. Holloway shared that we do not yet have the dental and vision calculations, however, they do not typically change drastically.
- Continuing to review, Mrs. Holloway explained that there was nothing changed in the figures for purchased services other than inflation. Additionally, the transportation costs for 2024-2025 were not yet known. Mrs. Holloway communicated that the administrative team still needed to keep evaluating the supply orders to cut down on the amounts of expenditures. As a whole, the cost for dues and fees was down a little bit in amount. Then, she explained that the CMAVTS Bond payment towards their building project is based on the bond schedule.
 - Mr. Rasmus added that the total cost for CMAVTS tuition in the 2024-2025 school year has decreased minimally.
 - Mr. Hemsarh asked what the district's overall deficit was for the 2023-2024 school year.
 - Mrs. Holloway answered that there was not a deficit for the 2023-2024 school year but that we were able to add to our fund balance last year. She explained that the district needs to decide what to do with that money and whether to put some money into capital reserve.
 - Mr. Rasmus commented that the district needs to consider this to fund some of the outstanding projects.
 - Mrs. Holloway added that once the money is put into capital reserve, it cannot be moved back into the general fund.

Review Salaries and Benefits

- Mrs. Holloway shared the expense sheet related to personnel and reviewed some monies not expended this year due to changing staff. She reviewed the extracurricular expenditures, adding that the matrix needed to be reconsidered.
- Mr. Rasmus added that some positions on the Co-Curricular matrix reflect work completed outside of the school day while others only reflect work inside the school day.

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- Next, Mrs. Holloway reviewed the pay scale for coaches, outlining the matrix used.
 - Mr. Hemsarth asked if the Committee could consider adjustments for Coach pay rates based on the years of experience they may have.
 - Mr. Rasmus answered that a decision like that would probably need to come from the Co-Curricular Committee.
 - Mrs. Holloway explained that there are many adjustments made for coach pay, including years of experience, co-coaching, and length of season.

Summary of Other Expenditures

- Then, Mrs. Holloway shared information about federal funding, explaining that we have not yet received our federal funding totals. Additionally, we have not received our Homestead/Farmstead tax figures, so last year's numbers were used to calculate the budget.
- Mrs. Holloway explained that she would like to put the preliminary proposed budget on the Board agenda for the May 6, 2024 meeting and that she would be adjusting the calculations as actual numbers continued to come in.
 - Mr. Hemsarth asked if the district had the funding, would it be possible to pay more on the CMAVTS loan to bring the principal down.
 - Mrs. Holloway answered that it would help cut down on our interest rate.
 - Mrs. Myers agreed that it would be helpful to put some on our principal.
 - Mr. Rasmus added that if money is placed into reserve, it does appreciate as well.
 - Mr. Hemsarth asked how long the district has to decide what to do with the money.
 - Mrs. Holloway answered that it should be decided before June 30th.
 - Mr. Rasmus added that he was in the application process with the help of Schneider Electric for a grant that if awarded, would not allow us to move forward with any project formally until November.
 - Mrs. Holloway clarified that this would not preclude the district from putting money into capital reserve.
 - Mrs. Myers then shared her concern that in the next twelve months, we will not see an interest rate as low as the one on our CMAVTS bond and felt that it may be a better idea to put the money into capital reserve instead of paying down the principal on the loan.
- Mrs. Myers asked how we were doing with expenses in the school buildings.
 - Mr. Rasmus answered that the administrative team has been working with teachers to cut down on expenses.
 - Mrs. Holloway explained that much of the expense is curriculum and that she had included money per grade level in the budget for Elementary field trips.
- Mrs. Myers asked if the district would be able to ask local businesses and groups for school supply donations.
 - Mrs. Holloway agreed that this would be a good idea.
 - Mrs. Myers gave some ideas for some potential local partnerships.

OTHER TOPICS

Community Eligibility Provision Application

- Mrs. Holloway shared with the Committee that she recently met with Metz, the district food service provider, to discuss our eligibility to apply for the Community Eligibility Provision Application, which would afford all of our students, regardless of free and reduced lunch status, the opportunity for free breakfast and free lunch. She explained that in the Metz proposal, the acceptance of this application would put the district in a place to hire an additional cafeteria worker position as well as a \$10,000 profit surplus.
 - Mr. Rasmus added that the district would be changing platforms to Primero Edge as the previous platform was no longer supported. He shared that this new platform could be subsidized from the money saved.
 - Mrs. Holloway explained that this platform would be an asset because it will save the district quite a bit of time with the monthly reports going directly to the state.

ADJOURNMENT

The meeting adjourned at 7:04 p.m.

Chelsea Rosenberger
Assistant Board Secretary