

**Northwestern Lehigh School District
6493 Rte. 309, New Tripoli PA 18066
BOARD FINANCE COMMITTEE MEETING
District Administrative Conference Room
Wednesday, October 12th, 6:30 p.m.**



I. Agenda

A. Call to Order The meeting was called to order at 6:33PM by W. Dellicker.

B. Roll Call

Roll Call	Pr	Willard Dellicker	Pr	Christopher Ford		
Pr/Ab	Pr	Todd Hernandez	Pr	Camille Bartlett		
	Ab	Michael Marich				

Also Present: G. Sanders, J. Reiter, L. Frisbie, L. Schellhamer, J. Holman, M. Wright,
N Zellner

C. Approval of Agenda

The agenda was approved as presented.

Moved: T. Hernandez

Seconded: C. Ford

Vote: 4 Aye, 0 Nay

II. Routine Items

A. Approval of Finance Committee Minutes—September

The Minutes were approved as presented.

Moved: T. Hernandez

Seconded: C. Ford

Vote: 4 Aye, 0 Nay

B. Contracts

L. Frisbie commented on four agenda items that will be presented for Board approval at tonight's meeting. They are all routine items.

C. Monthly Financial Reports

L. Frisbie reviewed the monthly recap of reports and noted there was not a lot of activity during the summer months. Salary and benefits were lower than normal due to the way pay periods fell during August. These categories will fall back into cycle in September. Federal revenues and State special education revenues are still lagging. We can expect payments, but do not know when we will receive the funds. Expenses were comparable to last year.

L. Frisbie noted Parkland has issued a refund to the taxpayer who made payment to the wrong district. The taxpayer must issue a check to NWLSD. The District did not make an exception for interest and will not be honoring the discount. The responsibility lies with the taxpayer for interest. W. Dellicker asked for a report next month.

*G. Snyder entered the meeting at 6:41PM.

D. 2010-11 Final Budget Transfers

L. Schellhamer and L. Frisbie reviewed the final budget transfers for final close out of the 2010-2011 fiscal year and explained the reclassification of dollars between budget codes.

G. Snyder asked if the funds for the sewer line repair were from the maintenance budget. L. Frisbie will check to see if it was taken from construction funds.

III. Discussion of Items for Board Action October 12, 2011

A. Exonerations

A list will be provided of delinquent per capita tax for fiscal years back to 2003/2004. G. H. Harris was the County-wide collector for 2003/04 through 2007/08. Since per capita taxes are no longer being collected, G. H. Harris recommended exoneration and deemed these taxes uncollectable. The delinquent tax total \$825.00.

V. Informational Updates

A. ECI/SAWW Update

The State has released the index for 2012/2013 as 1.7%. With the adjustment for aid ratio, the District's index will be 2.0%. The maximum increase in millage allowable is 1.01 unless the District applies for exemptions. L. Frisbie explained the calculations used. ECI = education nationally. SAWW = any wage earner in Pennsylvania.

B. 2012-2013 Budget Timelines

L. Frisbie explained the planning process. The State releases a formal timeline. Because of election dates, the timeline is accelerated. Instead of a January deadline, districts need to take Board action in December. It is her hope to bring recommendation to the Board to stay within the index at the second meeting in December. The Committee discussed aid ratio from the State.

The next deadline for approval of the preliminary budget would be May, with the final budget approval in June. L. Frisbie is planning on presenting the budget in a format similar to last year. Dr. Wright noted this is the seventh budget under Act 1 guidelines. C. Bartlett commented on the budget process and noted the presentations went very well last year. The budget was easy to comprehend and it was very helpful using the same format each time it was reviewed.

VI. Other Reports

A. Old Business

None

B. New Business

None

C. Courtesy of the floor for public comment

Joe Reiter commented on staying within tolerances.

VII. Adjournment

Upon motion by T. Hernandez, the meeting was adjourned at 7:10PM.

Moved: T. Hernandez

Seconded: C. Ford

vote: 5 Aye, 0 Nay

Respectfully Submitted
Nancy J. Zellner, Secretary