

xsBrandywine School District
District Finance Committee

Minutes of the Meeting of October 13, 2021

Members Present: James Hanby (Chair Person), Chuck Landry, John Skrobot III,
Matt Auerbach, Jack Vinokur, Chris Millionis

Members Absent: Susan Koski, Victor Ferzetti

Other District Representatives Present: Jason Hale-Chief Financial Officer, Angie Thomas-
Manager of Finance, Lincoln Hohler-Superintendent

Members of the Public: Willie Pollins

The meeting was called to order by Mr. Hanby at 5:03 P.M.

I. Approval of Minutes – September 13, 2021 Meeting

The minutes of the September 13, 2021 meeting were introduced for review and approval.

A motion to approve the minutes as amended was introduced by Mr. Vinokur; seconded by Mr. Landry; Approved unanimously.

II. September 30, 2021 Financial Report

The September 30, 2021 financial report set was introduced for review. Dr. Hale led the committee through the reports including the FY 2022 Preliminary Budget.

a. Revenue Report

Dr. Hale stated we are showing 103% total revenue but will be making the adjustment on the final budget for the \$25 million of Major Cap Funds for the Early Education Center. Once the state authorizes the final Unit Count we can begin the reconciliation process.

Dr. Hale stated that the final Unit Count shows us 7 less students and 6 more units so we are relatively flat as compared to last year. The increase in units has to do with Special Education.

A majority of districts with the exception to Appoquinimink and Christina who have seen some growth but Red Clay and Colonial in particular have had significant reductions in students for the second year in a row.

Dr. Hale reported on the local side we have received 9.2 million dollars, about 14.6%. We should receive the bulk of our tax dollars with the next 10 days or so which should be close to about 50 million dollars.

Dr. Hale stated with the Unit Counts completed we will finalize our Charter and Choice information.

We have received approval for the Consolidated Grants. We are starting to see an influx of funds being transferred into our accounts.

b. Operating Unit Expenditure Report

Purchases have been reviewed to see what could be recoded to ESSR funds and these recodes should be completed by next month.

Last FY encumbrances will continue to spend down as the purchases are received and encumbrances become expenses as soon as those purchases are finalized in the months of July, August and usually September.

Dr. Hale reported that the ESSR report reflects the very specific coding being used to know exactly how and where these funds are being spent.

c. Cash Flow

Dr. Hale reported revenue is coming in steady compared to last year.

Mr. Hanby asked about the interest income and if it could have an effect on the carryover balance. Dr. Hale replied that the ESSR funds and indirect costs will have an impact on the carryover but there will definitely be an adjustment made to the final budget and he anticipates the interest income ending up at between \$200,000 and \$225,000. Dr. Hale commented that at this point he is not concerned about the interest income.

The projected carryover balance for June 30, 2022 is \$10.4 million.

A motion to approve the May 31, 2021 Financial Report was introduced by Mr. Landry; seconded by Mr. Vinokur.

III. Tax Abatement – Deborah & Edward Taylor

Dr. Hale informed the Committee that Mr. Hohler received a letter in the mail (a copy of the letter was provided to the Committee) to request a Tax Abatement. Dr. Hale stated he did have a conversation with the lawyer to see if this request had to be taken to the Board for review and the answer was yes. Dr. Hale did try to reach out to the tax payer for additional information but was unsuccessful. We did send a letter to the tax payer that the request would be taken to the Board. The tax payer did not follow the proper channels for a Tax Abatement. Dr. Hale spoke with Mr. Hohler and based on the information provided they will be making a recommendation to deny the request. The Committee did agree with that recommendation. Mr. Milionis stated his abstention of the Committee's recommendation.

IV. Salary Schedule Recommendation

Dr. Hale commented he will be making the recommendation for an updated Salary Schedule to the Board. He stated the approved current salary schedule for the non-administrative support staff has very general classifications that create confusion and has over time created inequities within comparable positions. He and Ms. McIntire using the same structure have created

different classifications of positions to be more comparable with the new salary schedule. Mr. Hohler asked Dr. Hale to clarify that it was not about giving anyone a raise. Dr. Hale agreed and stated that this was about equalizing employee's that have comparable responsibilities. The new salary schedules will be taken into consideration for FY22 budget.

V. Board Meeting Follow Up

VI. Other Business

Public question from Mr. Pollins about how the district is doing with bus drivers. Dr. Hale stated we are in much better shape than some districts. We are even able to provide athletic transportation. Dr. Hale state our Transportation Department is doing a terrific job. Mr. Hohler commented that some districts have bus drivers that are driving multiple routes each day. Mr. Hohler stated this is a statewide issue and no one has answers. Dr. Hale stated we talked to the drivers about their concerns and they wanted more hours. He then commented that with the Nutrition Department down staff they were able to offer drivers more hours helping in Nutrition during their down hours and it has worked out very well.

Mr. Landry stated that good news is that Mark Holodick will be the next Secretary of Education.

Mr. Hohler commented that the new State Teacher of the Year is from Brandywine School District. Brandywine High Schools Jahsha Tabron and that it is very well deserved.

Next DFC Meeting will be on November 10, 2021.

A motion to adjourn was introduced by Mr. Vinokur; seconded by Mr. Landry. Approved unanimously.

The meeting adjourned at 5:56 P.M.

This meeting was held via Zoom because of the Coronavirus Pandemic.
Respectfully submitted by Rebecca Lurty, Senior Administrative Assistant