

**Brandywine School District**  
**District Finance Committee**

Minutes of the Meeting of October 16, 2024

Members Present: Chuck Landry (Interim Chairperson), Matt Auerbach, John Skrobot III,  
Ronald Kimbrough, Victor Ferzetti, Chris Milionis

Members Absent: Jack Vinokur

Other District Representatives Present: Jill Floore-Chief Financial Officer, Angie Thomas-  
Manager of Finance

Members of the Public:

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

I. Approval of Minutes – September 11, 2024 Meeting

The minutes of the September 11, 2024 meeting were introduced for review and approval.

A motion to approve the minutes as submitted was introduced by Mr. Auerbach, seconded by Mr. Ferzetti; Approved unanimously.

The minutes for the August 14, 2024 meeting were also introduced for review and approval due to not having a quorum at the last meeting.

A motion to approve the minutes as submitted was introduced by Mr. Ferzetti, seconded by Mr. Auerbach; Approved unanimously.

II. September 30th Monthly Financial Report

Ms. Floore led the Committee through the September 30, 2024 Monthly Financial Report.

a. Revenue Report

Ms. Floore presented the revenue report. She mentioned how in prior months revenue, we were short on local taxes received but in September we did make that up. We are actually ahead of tax receipts from last year. Ms. Floore also noted that we did have to utilize the reserve. A discussion was held. Ms. Floore reported the federal grants have all been approved and funds should be received and shown on the October report.

b. Operating Unit Expenditure Report

Ms. Floore presented the expenditure report. She pointed out how at this point of the year the main driver in expenses is salaries. Mr. Floore also pointed out how our total expenses are currently at 22.96% when we were at 22.93% last year which is on track. A discussion was held.

An additional discussion was held on the status of our reserve. The committee would like to discuss further and review the current policy.

A motion to approve the September 30<sup>th</sup> Monthly Financial Report was introduced by Mr. Auerbach, seconded by Mr. Milionis; Approved unanimously.

### III. Old Business

#### a. Committee Charter/By-Laws

Mr. Landry explained the need to review our current policies and compare them to the state policies. A discussion was held. The committee is going to review the edited by-laws and will revisit at the next meeting.

### IV. New Business

#### a. Board Report

Ms. Floore reported, the board suggested an executive summary of the monthly financial report be presented instead of the full financial report as approved by the District Finance Committee. The committee will decide on what the executive summary will contain.

#### b. September 30, 2024 Unit Count

Ms. Floore informed the committee that unit count is up from last year and how this count impacts our remaining funding for this year as well as our pre-loaded funded for next year. A discussion was held.

#### c. Certificate of Necessity Update

Ms. Floore updated the committee on the CNs that have been submitted to the State. She explained the district has not received written confirmation but, we have been told verbally that they will be denied. A discussion was held.

#### d. Education Funding Task Force

Ms. Floore asked for this item to be tabled until next month as it needs more time to fully discuss. She did note why the task force has been put in place. She reported that her and Dr. Lawson will be presenting at the next meeting on referendum reform. A short discussion was held.

#### e. Charter School Tuition Calculation

Ms. Floore walked the committee through the new calculation and the new regulation that went into effect 7/1/2024. A discussion was held.

### V. Public Comment

The next DFC Meeting is scheduled for November 13, 2024 at 6:00pm.

A motion to adjourn was introduced by Mr. Skrobot; seconded by Mr. Auerbach. Approved unanimously.

The meeting was adjourned at 6:56P.M.

This meeting was held in person with a Zoom option available.  
Respectfully submitted by Beth Curry, Associate Specialist