

BUDGET & FINANCE COMMITTEE MEETING**MINUTES****WELLSBORO AREA SCHOOL DISTRICT**

October 22, 2014

12:00 PM

Administration Office- Conference Rm.

Start Time: 12:10 p.m.

Present

Carl Chambers – Chairperson, Steve Adams, Mike Pietropola, Pat Hewitt, Dave Krick, Amy Repard, Rob Kreger, and Marcia Newcomb.

Agenda

- Current Status of 2015-16 General Fund Budget as of 10/22/2014
- Review of Preliminary Revenues for School Year 2015-16
 - Tioga county Assessed RE Valuation Update
- Review of Expenditures
- Discussion – Debt Service and Transportation
- Preliminary Staffing/Discussion
- Next Meeting – November 26, 2014
 - Discussion: Buildings and Grounds; Technology; District/Board Expenses; Proposed Preliminary Budget
- Preview Budget Timelines

Committee Member /Administration Issues or Discussion Topics

- Chairperson Carl Chambers called the meeting to order at 12:10 p.m. after which he turned the meeting over to Business Manager Marcia Newcomb.
- Marcia Newcomb stated that currently, the 2015-16 General Fund Budget has a preliminary shortfall of approximately \$ 647,026 in projected revenues to projected expenditures of \$ 24,826,670. The Budget Committee received an update to the taxable assessed real estate values from the Tioga County Assessor's Office during the first week of October. Using the current taxable assessed values and projecting a 2.4% increase to millage, the initial projection for 2015-16 real estate tax collections decreased \$ 37,556. Another small adjustment of -\$ 100.00 was been made to the State Revenue of Debt Service Reimbursement due to finalizing the debt service expense. There have been no other adjustments or revisions to 2015-16 fiscal year revenues to date.

The following preliminary budgets have been received by the Business Office and were provided to the Budget Committee: Instructional Budgets for the Charlotte Lappla and Don

Gill Elementary Schools, the Rock L. Budget Middle School, and the Wellsboro High School; Special Education Department; District Wide Technology; and Athletics. These budgets are scheduled for discussion during future budget committee meetings.

Marcia Newcomb reported the 2015-16 payroll expense needs to be updated to reflect a more accurate costs for the district's professional staff as a result of the labor contract agreement between the WAEA and the School Board.

- Review and discussion of expenditures
 - a. Debt Service – The Debt Service Expense and Revenue budget report was presented to the Committee. The gross debt service expense for 2015-16 fiscal year is \$ 2,474,216 with state reimbursement of \$ 287,878. The budget report included a debt service expense schedule through the 2029-2030 fiscal year. The district's bond/interest payable as of June 30, 2015 will be \$ 33,032,743 which is made up of \$ 26,060,787 in principle payments and \$ 6,971,956 in interest payments.
 - b. Pupil Transportation – The initial projected for 2015-16 Pupil Transportation Expense amounts to \$ 1,008,775. Budgeted payments to the district's contractors are based on PDE's transportation reimbursement allowance formula. The state's total allowances for each vehicle used to transport our students are multiplied by a transportation cost index which has not been finalized by PDE at this time. This amount is then increased by 1%, this product results in the cost for each vehicle used to transportation our students. The projected cost for 19 school buses and three vans is \$ 883,963. Currently we have three parent provided "feeder route" contracts, with budgeted costs of \$ 10,973. Fuel costs are based on the daily miles each vehicle travels and the projected average cost per gallon of fuel. The fuel cost per gallon used for the initial projection is the average cost for all 2013-14 fuel payments. This rate will be adjusted throughout the budget process. The 2015-16 Transportation Budget includes \$ 1,500 for random drug testing services; \$ 4,700 for Transfinder Routing Software; \$ 6,500 for IU provided transportation for students enrolled in the Early Intervention program; \$ 815 for M/R; and \$ 500 for printing of bus passes.
- Preliminary Staffing – A current staffing summary was presented to committee members which showed 201 full time and part time district employees, excluding substitutes and athletic/extra-curricular hires.

Discussion: Mrs. Repard reported that speech services needs have been increasing in the elementary schools. She reported that currently Mr. Dinsmore is working three days a week, with the IU providing two speech therapist: one works 3 days a week and another therapist 4 to 5 days per week depending on the schedule. Mrs. Repard suggested that the district keep

the two existing IU positions and Mr. Dinsmore, and also consider hiring a full time therapist for the 2015-16 fiscal year.

Mrs. Repard reported that the need also exists for a part time Student Communication Facilitator for a Kindergarten student.

Mr. Hewitt reported that currently the expenses of one Title I reading teacher is being paid with General Fund revenues. Federal funding for the Title I Reading Programs have decreased over the past several years; the General Fund has assumed the responsibility of paying for the unfunded portion of the Reading Program in order to keep this program in place. Mr. Chambers remarked that the Title I Reading Program helps to keep students out of Special Education and is an important program for the success of all other core subjects for students needing the services provided by the Title I program. Looking ahead to the potential retirement of one of the district's Title I teachers, the committee discussed several scenarios addressing the filling of the position using current available resources.

- The next Budget and Finance Committee Meeting is scheduled for Wednesday, November 26, 2014 in the Administration Building Conference Room at 12:00 p.m., noon.
- There being no further business to come before the committee, the meeting was adjourned at 1:08 p.m.

Marcia Newcomb
Business Manager