

**BOYERTOWN AREA SCHOOL DISTRICT  
FINANCE COMMITTEE  
September 18, 2018  
MEETING MINUTES**

The September 18, 2018, Finance Committee meeting was convened at 6:33 PM by Mr. Elsier, Finance Committee Chair, in the Education Center Board Room.

Everyone participated in the Pledge of Allegiance to the United States of America and a moment of silence.

The following board members were in attendance:

Rodney Boyer, Jill Dennin, Ruth Dierolf, Steven Elsier, Brandon Foose, David Lewis, Christine Neiman, Donna Usavage

The minutes for the Finance Committee meeting of July 17, 2018, were presented to the Board for approval. Motion moved by Ms. Dierolf second by Mr. Foose. Motion to approve the minutes of July 17, 2018, as presented, carries: Yea: Boyer, Dennin, Dierolf, Foose, Lewis, Neiman, Elsier, Usavage. Nay: None.

**Update of Funds Available – BASH/MSW Projects:** Ms. Rebecca Clouser, Chief Financial Officer, provided an update on the Construction Project Status: Middle School West Funds: 1) Cash Balance as of August 31, 2018 = \$5,729,464, 2) Minus Balance of Contracts = \$2,620,963, and 3) Estimated Remaining Funds = \$3,108,501. Boyertown Area Senior High Funds: 1) Cash Balance as of August 31, 2018 = \$270,916, 2) Minus Balance of Contracts = - \$635,497, and 3) Estimated Remaining Funds = - \$364,581.

Total Estimated Remaining Funds BASH/MSW = \$2,743,920. The actual construction work dollar amount on the Henry/Reading/Montgomery Avenues intersection is not included in any of the above figures as the cost is unknown and would need to be paid out of the \$2,743,920 estimated remaining funds.

Update of Funds Available Comments:

1) Question why there was negative balance for high school, 2) Not an actual negative as high school funds were transferred to fund the start of the Middle School West project and will need to be transferred back to the high school funds, 3) Questions on contingency funds, and 4) Need to reconcile the project funds on a continued/regular basis.

**Capital Projects Fund Summary:** Ms. Clouser provided an update on the Capital Projects Fund: 1) Cash Balance as of August 31, 2018 - \$4,840,833, 2) Minus Projects Approved = \$1,387,583, and 3) Remaining Balance = \$3,453,250. Estimated Capital Projects in the future is \$5,653,743: 1) 2019-2020 = \$1,595,843, 2) 2020-2021 = \$1,718,400, 2021-2022 = \$1,420,900, and 4) 2022-2023 & beyond = \$918,600.

**Stadium Financing Options:** Ms. Clouser did a presentation on Stadium Financing Options. Recommended Option is Bank Loan: 1) Prepayable at any time without penalty, 2) Can structure as draw down loan (use funds as needed and would only pay interest on funds as they are used), and 3) due to issuance of Series of 2018 bonds, the District cannot issue any bank qualified financings until January 2019 – A bank qualified loan typically qualifies for lower rates. Other Options: 1) Unspent proceeds from the 2015 bond issue for BASH and MSW projects – unknown for intersection at Henry/Montgomery/Reading Avenues, and 2) Capital Projects Fund – need to consider amount needed to remain in the Fund for future projects.

Stadium Financing Options Comments:

1) Unspent proceeds from the 2015 bond issue in relation to intersection and stadium, 2) Work with PFM for financing, 3) Stadium project cost - stadium project presentation at upcoming Facilities Committee meeting, 4) Pros and cons of options, 5) Discussion on Henry/Reading/Montgomery Avenues intersection, and 6) Interest rates.

**Safety & Security – Contracted Security for Main Entrance at BASH:** Mrs. Marybeth Torchia, Assistant Superintendent Operations, shared that she has been meeting with LARGO Consulting, school district security consultant, Mr. Rafael Perez, School Police Officer, and Mr. Gregory Miller, School Resource Officer, to evaluate security needs. Mrs. Torchia stated there are approximately eighty (80) security cameras and main entrance traffic flow that are not being monitored regularly. Mrs. Torchia is recommending the Board contract with Advanced Protection Company, APC, a company BASD is currently using for security in other areas of the school district. APC would provide security for the main entrance at BASH, monitor the cameras, and perform other security duties in the high school building. The contract would be for one security person for eight (8) hours a day for one hundred and eighty (180) days. Mrs. Torchia would like this recommendation to be on the agenda for the September 25, 2018, board meeting.

Safety & Security Comments:

1) Funding: a) Capital Projects, and b) Applying for grants, 2) Security funding in future budgets, 3) Specific duties of contracted security person, 4) Annual contract cost, 5) Use of law enforcement retirees, and, 6) Need for trained and qualified security personnel.

The board members were queried and a majority of board members were in favor of having the APC contract on the September 25, 2018, board meeting agenda.

**National IPA Information and Summary Approval:** Ms. Clouser stated a request has been made by Supportive Services to join National Intergovernmental Purchasing Alliance - National IPA (a purchasing cooperative similar to CoStars) for use of contracting for the classroom univents and controls at Boyertown Elementary School (and possibly future purchases). Administration would like Board authorization to have Fox Rothschild review the agreement and upon acceptance from Fox Rothschild, approve entering the Master Intergovernmental Cooperative Purchasing Agreement with National IPA. There is no fee to enter into this agreement. National IPA is in addition to CoStars – it would not be replacing CoStars.

The board members were queried and a majority of board members were in favor of having the National IPA agreement on the September 25, 2018, board meeting agenda.

**Future Millionaires' Club:** Ms. Clouser stated a request has been made to establish a Future Millionaires' Club at BASH. The club ran last year as a flex but for the benefit of the students involved, the decision was made to make it an afterschool club.

The purpose of the Future Millionaires' Club is to teach students about starting and running their own business in addition to investing their money in the stock market. The main focus of the club is also competing in the Diamond Challenge which is an entrepreneurial competition in which teams of students pitch their business concept with the hopes of winning their choice of funds to start/finance their business concept or use the funds as a college scholarship. Last year, the Club had three teams make it to the Regional competition and were close to making it to the Nationals.

The plan for the Club is to collect \$20 in dues from the students. This money would go to getting club shirts as well as paying for transportation to the competition for the teams that make it. Last year the cost

was relatively low for regionals but the cost for the two days of the Nationals would be more. The hope is to use Club funds to help defer some of the cost for the students' travel expenses to Nationals if anyone makes it.

As of now, no fundraising activities have been planned. Fundraising is a possibility in the future and students would be involved in proposing fundraising ideas.

There will be no cost for the Boyertown Area School District and any student will be able to join.

The board members were queried and a majority of board members were in favor of having the Future Millionaires' Club on the September 25, 2018, board meeting agenda.

#### No Public Comment

#### Committee Comment.

Miss Neiman was pleased to hear on Channel 69 News tonight that state police will be visiting Earl Elementary and Washington Elementary.

Mrs. Torchia confirmed that state police have started visiting both schools. Mr. Gasper stated there have been local police visits at school buildings.

Mr. Foose appreciates the school district will be looking at the budget in different ways to effectively use money and possibly save the school district money.

Dr. Bedden stated an expenditure analysis is needed as a way to find out exactly where the school district is spending money and how best to use the Pennsylvania Department of Education Chart of Accounts in the school district budgeting process.

#### Adjournment

There being no other business for consideration the meeting was adjourned at 7:48 PM moved by Miss Neiman, second by Mr. Foose.