

**BIG SPRING SCHOOL DISTRICT**  
**Newville, Pennsylvania**

**FINANCE COMMITTEE MEETING**

**MONDAY, DECEMBER 7, 2020**

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The Finance Committee of the Board of School Directors for the Big Spring School District met virtually at 6:00 p.m. with William Swanson, President; Todd Deihl, Vice President; William Piper, Board Secretary; David Gutshall, Treasurer; Frank Myers, Richard Roush, Alexis Hurley, Robert Over and John Wardle.

Others in attendance: Richard W. Fry, Superintendent; Kevin C. Roberts, Assistant Superintendent  
Richard E. Kerr, Jr. Business Manager; Robyn Euker, Director of Curriculum and Instruction; Cathy Seras, Minutes.

**PRESENTATIONS:**

**Finance Update: Mr. Richard E. Kerr, Jr., Business Manager**

**1. Tax Collector Compensation**

- Mr. Kerr began the meeting with the tax collector compensation review.
- Mr. Kerr defined the establishment of tax collector compensation and stated that the compensation is paid by the Big Spring School District for the services of tax collectors collecting real estate and individual personal taxes.

**2. FY 20 Year End Summary**

- Mr. Kerr shared with the Board of School Directors the following information:
  - a. Year End Spend by Object and Function;
  - b. Year End Expenditures by Cost Center;
  - c. Year End Revenue by Function;
  - d. General Fund Balance Update.

**3. FY 21 Year to Date Update**

- Mr. Kerr shared the FY 21 YTD information verses trend. It was noted that trend does not account for COVID expenditures.
- Charter School costs were shared; noting that enrollment for Charter schools change daily.
- Dr. Fry stated that administration is very attentive to the enrollment and withdrawals of Charter School students.
- Mr. Kerr communicated that the estimated YTD expenses for CAOLA for Sept.-Nov. is approximately \$184,706.00. Some of the expenses include, teachers, technology, classroom supplies, counselors. It was noted that the estimated YE can be approximately \$500,000.
- Mr. Kerr shared information on medical spending with the Board of School Directors.
- Mr. Kerr continued with sharing information for the fiscal year 2022 which included:
  - a. Debt Service;
  - b. Personnel Changes since 2014 through 2022;
  - c. Debt Payments;
  - d. Expenditures;
  - e. Revenues;
  - f. Tax Increase.

**4. Resolution – Staying Within the Index**

- Mr. Kerr communicated that the Resolution for staying within the index is on the board agenda for approval. It was noted that in adopting the Resolution there will not be an increase of the rate of any tax for the support of the public schools for the 2021-2022 fiscal year by more than the adjusted index established by the Department of Education for the district of 3.7%.

**5. CSIU Transition**

- Mr. Kerr shared information on the CSIU transition for a new financial information system. It was noted that the system will allow the District to have extensive control over the data listed:
  - a. Fund Accounting
  - b. Personnel
  - c. Consumables Inventory
  - d. Payroll
  - e. Bidding
  - f. Assets Inventory

Mr. Kerr shared information regarding a request from the High School Administration to reauthorize the High School Store under the Small Business Management student activity account and provide \$2,500 modernization investment. It was noted that the High School Store will provide quarterly inventory and income/expense statements for the next 2 years to the Board of School Directors.

In closing Mr. Kerr shared a Food Service update with the Board of School Directors and stated that Ms. Morgan, Food Service Director, is doing a great job!

**ADJOURNMENT**

Motion by Deihl, seconded by Wardle to adjourn the Finance Committee Meeting.

Roll call vote: Voting Yes: Swanson, Deihl, Over, Piper, Gutshall, Hurley, Roush, Wardle and Myers.

Motion carried unanimously. 9 -0

The Board Finance Conference Meeting adjourned at **6:31 p.m.**



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William L. Piper, Secretary