

# Buildings & Grounds / Finance Committee Meeting

## Tuesday, December 15, 2020



### Committee Purpose

*The Committee provides the School Board with a broad, high-level overview of buildings and grounds areas of the district, acts as a sounding board for various projects, develops the project philosophy for both short-term and long-term needs, and provides communication back to the full School Board.*

*The Finance Committee provides the board with the opportunity to more closely review various aspects of financial administration. This committee provides input to the budget process, meets with auditors, does long-term debt planning with financial consultants and oversees the ongoing business process of our district.*

### Committee Leadership

*Charles Merris, Buildings & Grounds School Board Committee Chair*

*Jim Maurer, Finance School Board Committee Chair*

*Sheryl Pursel, Director of Finance*

**Start Time:** Buildings and Grounds committee started at 4:30 p.m. Finance committee started at 5:28 p.m.

**Location:** Performing Arts Center, Hempfield High School

### **Attended:**

**Board Members:** Adam Aloisi, Dylan Bard, Mike Donato, Linda Johnston, Grant Keener, Jim Mauer, Charles Merris, Chris Smiley, Pat Wagner

**Administration:** Mike Bromirski, Mark Brooks, Denise Galen, Mike Graham, Karen Hall, Kim James, Tab Musser, Sheryl Pursel, Shannon Zimmerman

**Other:** None

**Time for Public Comment:** None

### **Buildings & Grounds Discussion Items:**

1. Kim James discussed several of the repairs that were made to the turf at the stadium and Quad.
2. The maintenance group installed the wrestling lights and wrench system for the Buchanan Gym.
3. Temporary roofing repairs were outlined for the Centerville Middle School gym.
4. The district will be issuing an RFP for lawn care services for CMS, CES, MES, EPES, FES, RES.

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5. An update was provided about the swimming scoreboard installation at the Hempfield Rec Center, and the work to improve the Huddle Camera.
6. The district requested permission to purchase a replacement blower for the High School HVAC system which failed and to approve additional waterproofing work in the administration building.
7. Mike Graham discussed moving forward with a hardware upgrade for the security camera systems districtwide.
8. The Board was shown infrared photos of the underground area where the high school stream pipe leak is located.

### Finance Discussion Items:

1. 2021-22 PA State Budget – the Governor will release the state budget February 2, 2021. The budget for 2020-21 included a \$100 million increase in Basic Education Funding (BEF) and \$25 million for Special Education Funding (SEF). At this time, there is no information available to plan for 2021-22 state funding.
2. Preliminary Budget
  - a. Because the recommendation of Finance Committee was to request Referendum Exceptions, administration will prepare the preliminary budget to be filed with PDE. The Board will vote during the January 12, 2021 board meeting to approve the advertisement and display of the preliminary budget. Form PDE 2028 Preliminary Budget will be approved and filed in February.
  - b. Assumptions to develop the preliminary budget are as follows:
    - Wages – 2.5% increase
    - PSERS – 34.94% of wages (as determined by PSERS)
    - Medical Expenses – 4% increase
    - Other costs – 3% increase
    - State subsidies – budget will include 50% reimbursement of social security and retirement expenses. All other state revenue will be held flat until the Governor reveals the state budget.
    - Federal revenues – based on 2020-21 federal program grant awards
    - Act 1 Index for 2020-21 is 3.0%, Hempfield's adjusted index is 3.5%. Filing for referendum exceptions will allow the tax increase to exceed the adjusted index if needed.
3. RFP's for Professional Services – the current agreements for the following services will end with the 2020-21 school year. Finance Committee recommended issuing RFP's in order to board approve new service contracts in April, 2021 to be in effect July 1, 2021.
  - a. Audit
  - b. Legal

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- c. Lawn Care
  
- 4. Review of Financial Information – Although there was concern about the COVID 19 pandemic impacting local revenues, tax collections have continued at the same level as in prior years (approximately 94% collected as of November 30, 2020. Total revenues are comparable to prior years whereas expenses are slightly lower than the prior year.

**Adjourn** 5:48 p.m.

**Future Meeting Dates**

*Unless otherwise noted, meetings are scheduled at 5:00 p.m. in the Performing Arts Center of the Hempfield High School.*

January 26, 2021 - CMS Auditorium

February 23, 2021 - Location to be determined

March 30, 2021 - Location to be determined

April 27, 2021 - Location to be determined

May 25, 2021 - Location to be determined