

COLONIAL SCHOOL DISTRICT
PLYMOUTH MEETING PA
Meeting Minutes
November 2, 2011

Finance and Audit Committee Chairperson, Kathleen Oxberry, called the meeting to order at 6:00 P.M. on Wednesday November 2, 2011 in the Superintendent's Conference Room located in the Colonial Elementary School at 230 Flouertown Road, Plymouth Meeting PA.

Finance Committee Members Present: Kathleen Oxberry, Kelly Jowett, Susan Moore

Other Board members Present: Gary Johnson, Bernie Brady, Mel Brodsky, Alan Tabachnick

Others Present: Dr. Mary Ellen Gorodetzer, Superintendent, Richard Hartz, Human Resources Director and Robert Salanik Financial Consultant

Public Present: None

The Finance and Audit Committee had met in executive session prior to the meeting to discuss tax assessment appeals and a proposed tax settlement.

Mrs. Oxberry asked for any public comments on the agenda, there were none. She then asked Mr. Salanik to proceed with the items on the agenda.

Mr. Salanik presented a report on the current real estate assessment value of the school district. He compared the adopted 2011/12 final budget to the current value of a mill of real estate tax, based on assessment changes through October 2, 2011. He also provided a copy of the written reports from several recent assessment hearings provided by the solicitor's office.

Mr. Salanik presented a budget status report for October 2011 showing major adjustments to the current year budget as a result of events or actions impacting the budget during the current year. The only adjustment added this month recognized the cost of transportation provided by the Montgomery County Intermediate Unit for last year. This item is expensed in the current fiscal year, and will be \$50,000 less than the \$550,000 budgeted for this item. Mr. Salanik also noted that the transportation and special education departments have worked together to provide more cost effective transportation to these students this year. This will result in even lower costs for this year's transportation, resulting in a reduction in the budget required in 2012-13.

The committee was presented with a draft of a new school board policy, 620 Fund Balance. This policy is designed to comply with the Government Accounting Standards Board (GASB) number 54. GASB # 54 has two purposes, the first is to standardize fund balance terminology, and the second is to clarify the definitions of government funds. This policy defines five (5) standard terms relating to fund balance and also sets forth the hierarchy for using fund balance

should the school district expenditures exceed their revenues in any particular fiscal year. This policy does not set a minimum level of fund balance nor dictate a maximum amount other than the legislated maximum.

Mr. Salanik reported that the development of the 2012-13 budget is underway and schools and departments have received their budget worksheets and are compiling information for next year's budget. This budget information will be sent to the business office in mid to late November, will be reviewed by the administration and presented to the school board for inclusion in the preliminary budget. He also noted that the 2012-13 Revenue budget and preliminary Exception calculations will be prepared for the next finance committee meeting.

The committee received an update on the status of the local auditors work for the fiscal year ending June 30, 2011. The auditors are nearing completion of their field work and the unaudited numbers suggest that the revenue will be as budgeted, and the expenditures will be under those budgeted by about \$4 million. A portion of this amount was achieved by cost saving measures and debt financing. The actual audit should be completed within the month and will be presented and discussed in detail at the next Finance Committee meeting.

Mrs. Oxberry adjourned the meeting at 6:45 P.M.

Respectfully Submitted,

Robert Salanik
Financial Consultant