

Jersey Shore Area School District
Board of Education – Special Meeting
Minutes of May 21, 2018

A. Opening

1. Call to Order: Mrs. Kelley Wasson, President, called the meeting to order at 6:59 p.m.

2. Roll Call:

Members Present: Mr. Craig Allen, Mr. Harry Brungard, Mr. Christopher Fravel, Mr. John Pecchia, Mrs. Michelle Stemler, Mrs. Karen Stover, Mr. Merrill Sweitzer, Mrs. Mary Thomas, Mrs. Kelley Wasson and Dr. Jill Wenrich, Superintendent (via Conference call)

Others Present: Christopher Kenyon, Esq., Solicitor, Benjamin Enders, Board Secretary, Dr. Kenneth Dady, Assistant Superintendent and Emma Butzler, Student Representative

3. Pledge of Allegiance

F. Executive Session: An Executive Session was held beginning at 7:01 p.m. for personal matters after which business will be conducted.

Meeting resumed at 7:49 p.m.

B. Discussion Items

- a. Budget Update - Ben Enders
- b. Other

(Attachments)

C. Courtesy of the Floor:

Patty Hess-Pine Creek Twp. – commented on Physical Education position and grants brought to the district.

Melissa Rogers-JSASD Teacher – commented on Family and Consumer Science courses at the High Schools and ESL certification.

Bradd Williamson-Limestone Twp. – read a statement from JSAEA council regarding the potential wage freeze and commented on proposed position cuts and outstanding staff at JSASD.

Emma Butzler-Porter Twp. - commented on what a teacher is and furlough of teachers.

Dave Becker-Piatt Twp. – commented on his teaching time at JSASD and foster student who succeeded in life because of support he received through JSASD programs.

Burt Francis-JS Boro – commented on teachers in JSASD, proposed budget and taxpayers.

Brandon Ranck-JS Boro - commented on teacher furloughs, education majors and Board Member responsibility.

John Shireman-JS Boro – commented on teacher furloughs, taxpayers and vacant properties in Jersey Shore Boro.

Carol Homler-Porter Twp. - commented on decisions needing to be made and furloughs.

Kayla Calhoun-Avis Boro – commented on furloughs and taxes.

Collin Best-JS Boro – commented on flood insurance, taxes, donations and looking at budget.

Alison Confer-Avis Boro – commented on FOSS kits and PSSA 4th grade Science testing.

Motion: A motion was made by John Pecchia and seconded by Karen Stover to remove the Staff Engagement Survey from the budget and transfer those funds to the School Safety budget.

The vote was all yes. Motion carried.

D. Personnel

1. Personnel Items:

Motion: A motion was made by John Pecchia and seconded by Harry Brungard to proceed to vote on the furlough of Tier I positions which includes the following, a roll call vote was held:

- 4 Elementary Teachers
- 1 Music Teacher
- 1 Middle School Technical Education Teacher
- 1 Middle School Business Teacher
- 1 Middle School Health/Family and Consumer Science Teacher
- 1 High School Family and Consumer Science Teacher
- 1 Spanish Teacher

The vote was as follows:

Craig Allen	Yes	Harry Brungard	Yes
Chris Fravel	No	John Pecchia	Yes
Michelle Stemler	Yes	Karen Stover	Yes
Merrill Sweitzer	Yes	Mary Thomas	No
Kelley Wasson	No		

The vote was 6 – Yes, and 3 – No. Motion carried.

Motion: A motion was made by Merrill Sweitzer to proceed to vote on the furlough of Tier II positions which includes the following:

- 1 Elementary Teacher
- 1 High School Physical Education Teacher
- ½ High School Social Studies Teacher
- ½ High School English Teacher
- 1 High School Math Teacher

No second, motion dies on the table.

Motion: A motion was made by John Pecchia and seconded by Craig Allen to proceed to vote on the furlough of the following Tier II positions, a roll call vote was held:

- 1 Elementary Teacher
- ½ High School Social Studies Teacher
- ½ High School English Teacher

The vote was as follows:

Craig Allen	Yes	Harry Brungard	Yes
Chris Fravel	No	John Pecchia	Yes
Michelle Stemler	Yes	Karen Stover	No
Merrill Sweitzer	Yes	Mary Thomas	No
Kelley Wasson	No		

The vote was 5 – Yes, and 4 – No. Motion carried.

Motion: A motion was made by Harry Brungard to proceed to vote on the furlough of the following Tier II positions:

- 1 High School Physical Education Teacher
- 1 High School Math Teacher

No second, motion dies on the table.

E. Curriculum and Instruction

1. Curriculum and Instruction Item:

Motion: A motion was made by Mary Thomas and seconded by Karen Stover to approve the following Curriculum and Instruction item as listed on the agenda:

- a. *Building the American Republic* (Volumes I and II) free ebooks curriculum for High School Social Studies for the 2018-2019 school year as presented at the March 12, 2018 meeting.

The vote was 8 – Yes, and 1 – No. Motion carried.

G. Adjournment

Motion: A motion was made by Harry Brungard and seconded by Merrill Sweitzer to adjourn the May 21, 2018 Special Meeting at 8:54 p.m.

The vote was a unanimous Yes. Motion carried.

Respectfully submitted,

Benjamin J. Enders
Board Secretary

5/21/18

GENERAL FUND BUDGET SUMMARY
2018-19 BUDGET
Preliminary

Actual Fund Balance 7/1/17		\$ 6,341,583
Committed Fund Balance for PSERS Increase Use of Fund Balance used in 17-18		(500,302)
Committed Fund Balance for Health Insurance Increase Use of Fund Balance used in 17-18		<u>(105,000)</u>
Projected Fund Balance 7/1/18		\$ 5,736,281
2018-19 Budgeted Revenue:	\$ 41,430,492	
2018-19 Budgeted Expenditures:	<u>42,275,773</u>	
Surplus/(Deficit)		<u>(845,281)</u>
Total Budgetary Fund Balance 7/1/19		<u><u>\$ 4,891,000</u></u>
Estimated Committed Fund Balance for PSERS Increase Use of Fund Balance 7/1/18	\$ 2,279,698	
Committed Fund Balance for PSERS Increase Use of Fund Balance used in 18-19	<u>(345,281)</u>	
Estimated Committed Fund Balance for PSERS Increase Use of Fund Balance 7/1/19		\$ 1,934,417
Estimated Committed Fund Balance for Health Insurance Increase Use of Fund Balance 7/1/18	\$ 745,000	
Committed Fund Balance for Health Insurance Increase Use of Fund Balance used in 18-19	<u>(500,000)</u>	
Estimated Committed Fund Balance for Health Insurance Increase Use of Fund Balance 7/1/19		245,000
Estimated Nonspendable Fund Balance 7/1/18	\$ 161,573	
Nonspendable Fund Balance used in 18-19	<u>-</u>	
Estimated Nonspendable Fund Balance 7/1/19		161,573
Estimated Unassigned Fund Balance 7/1/18	\$ 2,550,010	
Unassigned Fund Balance used in 18-19	<u>-</u>	
Estimated Unassigned Fund Balance 7/1/19		<u>2,550,010</u>
Total Budgetary Fund Balance 7/1/19		<u><u>\$ 4,891,000</u></u>
Estimated Unassigned Fund Balance 7/1/19 As a Percent of 2018-19 Appropriations		<u>6.03%</u>
Estimated Total Fund Balance 7/1/19 As a Percent of 2018-19 Appropriations		<u><u>11.57%</u></u>

Jersey Shore Area School District
Preliminary Budget
May 21, 2018

		<u>Original Budget</u>	<u>New Budget</u>	<u>Increase/(Decrease)</u>
Salary & Benefit Changes				
Removal of Alternative Education Salaries & Benefits		\$ 14,108.00	-	\$ (14,108.00)
Avis Building Budget Changes				
Instrument Repair (1100-430)		700.00	350.00	(350.00)
MTSS Supplies (1100-610)		600.00	450.00	(150.00)
Math Supplies (1100-610)		100.00	-	(100.00)
Music Supplies (1100-610)		2,425.00	1,163.00	(1,262.00)
Physical Education Supplies (1100-610)		100.00	-	(100.00)
Social Studies Supplies (1100-610)		100.00	-	(100.00)
Supplies Shipping (1100-610)		1,639.00	1,475.00	(164.00)
ELA Books (1100-640)		600.00	-	(600.00)
Guidance Supplies (2120-610)		250.00	125.00	(125.00)
Library Books (2250-640)		1,210.00	605.00	(605.00)
Instructional Conference/Workshops (2270-580)		1,000.00	500.00	(500.00)
Principal Office Supplies (2380-610)		50.00	-	(50.00)
Principal Office Books (2380-640)		150.00	-	(150.00)
Principal Office Membership & Dues (2380-810)		550.00	450.00	(100.00)
Instrument Repair (1100-430)		700.00	350.00	(350.00)
ELA Supplies (1100-610)		600.00	450.00	(150.00)
Music Supplies (1100-610)		2,325.00	1,163.00	(1,162.00)
Physical Education Supplies (1100-610)		70.00	-	(70.00)
Salladasburg Building Budget Changes				

**Jersey Shore Area School District
Preliminary Budget
May 21, 2018**

	<u>Original Budget</u>	<u>New Budget</u>	<u>Increase/(Decrease)</u>
Supplies Shipping (1100-610)	1,768.00	1,631.00	(137.00)
ELA Books (1100-640)	600.00	-	(600.00)
Library Books (2250-640)	1,200.00	600.00	(600.00)
Instructional Conference/Workshops (2270-580)	700.00	500.00	(200.00)
Principal Office Supplies (2380-610)	125.00	-	(125.00)
Principal Office Membership & Dues (2380-810)	900.00	450.00	(450.00)
Jersey Shore Elementary Building Budget Changes			
Instrument Repair (1100-430)	700.00	350.00	(350.00)
MTSS Supplies (1100-610)	600.00	300.00	(300.00)
Music Supplies (1100-610)	1,430.00	715.00	(715.00)
Physical Education Supplies (1100-610)	440.00	220.00	(220.00)
ELA Books (1100-640)	6,837.00	6,270.00	(567.00)
Life Skills Supplies (1200-610)	990.00	495.00	(495.00)
Other Special Education Supplies (Gifted) (1200-610)	330.00	165.00	(165.00)
Library Supplies (2250-610)	330.00	165.00	(165.00)
Library Books (2250-640)	2,770.00	1,385.00	(1,385.00)
Instructional Conference/Workshops (2270-580)	5,000.00	1,000.00	(4,000.00)
Principal Office Conferences (2380-580)	2,000.00	1,200.00	(800.00)
Principal Office Supplies (2380-610)	275.00	-	(275.00)
Middle School Building Budget Changes			
Instrument Repair (1100-430)	500.00	-	(500.00)
Various Field Trips (1100-513)	6,000.00	5,300.00	(700.00)

Jersey Shore Area School District
Preliminary Budget
May 21, 2018

	<u>Original Budget</u>	<u>New Budget</u>	<u>Increase/(Decrease)</u>
Various Conferences (1100-580)	1,250.00	-	(1,250.00)
Awards/Rewards (1100-610)	1,000.00	-	(1,000.00)
English Supplies (1100-610)	2,090.00	6,750.00	4,660.00
Math Supplies (1100-610)	4,471.00	7,251.00	2,780.00
Music Supplies (1100-610)	660.00	-	(660.00)
Physical Education Supplies (1100-610)	460.00	200.00	(260.00)
Music Books (1100-640)	347.00	-	(347.00)
Social Studies Books (1100-640)	1,155.00	600.00	(555.00)
Technical Education Books (1100-640)	688.00	400.00	(288.00)
Science Olympiad Fee (1100-810)	300.00	-	(300.00)
Various Special Education Field Trips (1200-513)	1,500.00	750.00	(750.00)
Emotional Support Field Trip Registration (1200-580)	250.00	-	(250.00)
Learning Support Supplies (1200-610)	600.00	300.00	(300.00)
Other Special Education Supplies (Gifted) (1200-610)	100.00	-	(100.00)
Learning Support Books (1200-640)	1,240.00	620.00	(620.00)
Other Special Education Books (Gifted) (1200-640)	200.00	-	(200.00)
Guidance Services Conferences/Workshops (2120-580)	375.00	-	(375.00)
Guidance Service Supplies (2120-610)	5,750.00	4,500.00	(1,250.00)
Library Supplies (2250-610)	920.00	600.00	(320.00)
Library Books (2250-640)	2,400.00	1,200.00	(1,200.00)
Instructional Conference/Workshops (2270-580)	3,300.00	2,150.00	(1,150.00)
Instructional Development Supplies (2270-610)	500.00	-	(500.00)

Jersey Shore Area School District
Preliminary Budget
May 21, 2018

	<u>Original Budget</u>	<u>New Budget</u>	<u>Increase/(Decrease)</u>
Principal Office Conferences (2380-580)	2,500.00	1,300.00	(1,200.00)
Principal Office Supplies (2380-610)	3,100.00	1,550.00	(1,550.00)
Principal Office Membership & Dues (2380-810)	900.00	1,800.00	900.00
Student Activities Technical Services (3210-340)	500.00	-	(500.00)
Computer Lab Chairs (1100-610)	5,000.00	3,000.00	(2,000.00)
Family Consumer Science Supplies (1100-610)	5,434.00	5,251.00	(183.00)
Science Supplies (1100-610)	17,280.00	14,041.00	(3,239.00)
Technical Education Supplies (1100-610)	5,368.00	5,098.00	(270.00)
Business Books (1100-640)	9,747.00	7,536.00	(2,211.00)
English Books (1100-640)	6,655.00	5,905.00	(750.00)
Science Books (1100-640)	2,613.00	-	(2,613.00)
Library Supplies (2250-610)	847.00	550.00	(297.00)
Library Books (2250-640)	3,360.00	2,460.00	(900.00)
Library PSLA Membership (2250-810)	60.00	-	(60.00)
Library PETEC & PSLA Conference (2270-580)	1,500.00	-	(1,500.00)
Instructional Conference/Workshops (2270-580)	3,000.00	1,000.00	(2,000.00)
Digital Record Conversion (2380-330)	6,000.00	-	(6,000.00)
Principal Office Conferences (2380-580)	1,500.00	1,200.00	(300.00)
Principal Office Supplies (2380-610)	1,650.00	-	(1,650.00)
Principal Office Books (2380-640)	500.00	250.00	(250.00)

High School Building Budget Changes

Career & Technology Education Budget Changes

Jersey Shore Area School District
Preliminary Budget
May 21, 2018

	<u>Original Budget</u>	<u>New Budget</u>	<u>Increase/(Decrease)</u>
Technology Budget Changes			
Automotive Technology Field Trips (1380-513)	2,100.00	1,000.00	(1,100.00)
Manufacturing Technology Books (1380-640)	550.00	-	(550.00)
Communications Technology Books (1380-640)	880.00	-	(880.00)
General CTE Supplies (1390-610)	4,400.00	3,850.00	(550.00)
General CTE Books (1390-640)	550.00	-	(550.00)
Instructional Conference/Workshops (2270-580)	1,000.00	-	(1,000.00)
Technology Budget Changes			
Technology Supplies (1100-610)	49,200.00	37,450.00	(11,750.00)
Technology Software & Licenses	82,849.00	76,549.00	(6,300.00)
Digital Camera (1100-758)	5,000.00	-	(5,000.00)
Technology Department Travel (2220-580)	5,000.00	2,000.00	(3,000.00)
JAMF iPad Management System	15,000.00	11,000.00	(4,000.00)
Technology Tools & Equipment (2220-758)	500.00	-	(500.00)
Buildings & Grounds Budget Changes			
Elimination of Garage Door Repairs at the HS (2600-430)	2,500.00	-	(2,500.00)
Elimination of Hand Dryers at the HS (2600-752)	4,000.00	-	(4,000.00)
Elimination of Water Fountains at the HS (2600-762)	2,000.00	-	(2,000.00)
Elimination of Ceiling Fans for HS Gym (2600-762)	5,000.00	-	(5,000.00)
Elimination of Tentant Stand at the MS (2600-752)	11,500.00	-	(11,500.00)
Elimination of Grass Catcher (2600-752)	5,000.00	-	(5,000.00)
Elimination of Office Supplies (2600-610)	200.00	-	(200.00)
Athletic Budget Changes			

**Jersey Shore Area School District
Preliminary Budget
May 21, 2018**

	<u>Original Budget</u>	<u>New Budget</u>	<u>Increase/(Decrease)</u>
All Sports Supplies (3250-610)	1,050.00	850.00	(200.00)
Maintenance Supplies (3250-610)	2,300.00	2,000.00	(300.00)
Varsity Letters & Awards (3250-610)	1,600.00	1,100.00	(500.00)
Special Education Books (1200-640)	6,000.00	3,000.00	(3,000.00)
Alternative Education Supplies (1442-610)	3,000.00	1,500.00	(1,500.00)
Alternative Education Books (1442-640)	2,000.00	1,000.00	(1,000.00)
Psychological Supplies (2140-610)	5,000.00	3,000.00	(2,000.00)
Child Accounting Conference (2170-580)	600.00	-	(600.00)
Curriculum Development Conference (2260-580)	1,000.00	-	(1,000.00)
Keynote Speaker (2270-329)	4,500.00	-	(4,500.00)
Other Instructional Staff Services (2290-610)	1,000.00	-	(1,000.00)
Board Services Conferences/Workshops (2310-580)	3,000.00	1,000.00	(2,000.00)
Office of Superintendent Supplies (2360-610)	3,000.00	1,000.00	(2,000.00)
Business Office Conference & Workshops (2510-580)	1,000.00	250.00	(750.00)
Business Office Supplies (2510-610)	3,000.00	500.00	(2,500.00)
Staff Services Conference & Workshops (2830-580)	500.00	-	(500.00)
Total Expenditure Changes			\$ (152,483.00)
Budgeted Expenditures as Presented on May 17, 2018			<u>42,428,254.46</u>
Budgeted Expenditures as Presented on May 21, 2018			<u>\$ 42,275,771.46</u>

Local Revenue Changes

Increase in Real Estate Taxes to the Index as presented in Proposed Final Budget 11,701,783.00 12,154,915.00 \$ 453,132.00

Jersey Shore Area School District
Preliminary Budget
May 21, 2018

	<u>Original Budget</u>	<u>New Budget</u>	<u>Increase/(Decrease)</u>
State Revenue Changes			
Increase in Miscellaneous Revenue for Offset of Summer School Expense either SIP grant or Tuition Charges	23,345.00	33,245.00	9,900.00
Retirement Reimbursement of Alternative Education Salaries	\$ 2,141.86	\$ -	(2,141.86)
Social Security Reimbursement of Alternative Education Salaries	490.14	-	(490.14)
Total Revenue Changes			\$ 460,400.00
Budgeted Revenues as Presented on May 17, 2018			<u>40,970,092.35</u>
Budgeted Revenues as Presented on May 21, 2018			<u>\$ 41,430,492.35</u>
Deficit as Presented on May 17, 2018			\$ (1,458,162.11)
Net Changes			<u>(612,883.00)</u>
Deficit as Presented on May 21, 2018			<u>\$ (845,279.11)</u>

Budget Notes

Revenues:

 Tax Increase to the Index (\$453,132)

Expenditures:

 Departmental meetings and review were held on December 5th, 6th & 7th
 Majority of the Buildings/Departments have come in below last years final budget
 2.5% increase for all expiring contracts & 2% increase for all non-contracted staff
 Certified Retirement Rate = 33.43%

**Jersey Shore Area School District
Long Term Financial Outlook
18/19 Tax Increase to the Index**

5/21/18

Adjustments for State Retirement & Social Security Subsidy

	2018-2019	2019-2020	2020-2021	2021-2022
	<u>Budget</u>	<u>Projection</u>	<u>Projection</u>	<u>Projection</u>
Salaries	\$ 17,116,017	\$ 17,728,433	\$ 18,323,630	\$ 19,244,664
Employee Benefits	12,635,878	13,472,332	14,183,916	15,072,568
Professional Services	2,204,213	2,204,213	2,204,213	2,204,213
Property Services	907,080	907,080	907,080	907,080
Other Services	4,155,174	4,155,174	4,155,174	4,155,174
Supplies	1,016,087	1,016,087	1,016,087	1,016,087
Equipment	431,971	431,971	431,971	431,971
Other Expenses	1,159,353	1,159,353	1,159,353	1,159,353
Other Uses	<u>2,650,000</u>	<u>2,650,000</u>	<u>2,650,000</u>	<u>2,650,000</u>
 Total Expenditures	 \$ 42,275,773	 \$ 43,724,643	 \$ 45,031,424	 \$ 46,841,110
 Local Revenue	 \$ 17,573,660	 \$ 17,573,660	 \$ 17,573,660	 \$ 17,573,660
State Revenue	23,314,934	23,613,264	23,818,138	24,105,957
Federal Revenue	536,898	536,898	536,898	536,898
Other Revenue	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
 Total Revenue	 \$ 41,430,492	 \$ 41,728,822	 \$ 41,933,696	 \$ 42,221,515
 Deficit	 (845,281)	 (1,995,821)	 (3,097,728)	 (4,619,596)
 Fund Balance @ Beginning of Fiscal Year	 \$ 6,341,583	 \$ 4,891,000	 \$ 2,895,180	 \$ (202,549)
Budget Deficit for Fiscal Year 2017-2018	<u>(605,302)</u>			
Projected Fund Balance @ 6.30.18	<u>\$ 5,736,281</u>			
 Fund Balance @ End of Fiscal Year	 <u>\$ 4,891,000</u>	 <u>\$ 2,895,180</u>	 <u>\$ (202,549)</u>	 <u>\$ (4,822,145)</u>
	12%	7%	0%	-10%
 R/E Tax Increase to Index in 18/19				
R/E Tax Increase to Index in 19/20 *		350,000	350,000	350,000
R/E Tax Increase to Index in 20/21 *			350,000	350,000
R/E Tax Increase to Index in 21/22 *				350,000
 Fund Balance @ End of Fiscal Year w/ Tax Increases	 <u>\$ 4,891,000</u>	 <u>\$ 3,245,180</u>	 <u>\$ 497,451</u>	 <u>\$ (3,772,145)</u>
	12%	7%	1%	-8%

* R/E Tax Increase to the Index is estimated to be approximately \$350,000 per year.

Assumptions:

Tax Increase to the index in 18/19 (\$453,132)
Revenue Growth with only the State Retirement & Social Security Subsidy
No Changes in Expenditures other than Salaries & Benefits
2% Increase on expiring contracts
No future attritional savings
Health Insurance increases of 8% per year