

Finance Committee Minutes
October 4, 2016
Main Office Large Conference Room
4:30 pm

Present: Mr. John Capriotti, Mrs. Beth Darcy, Dr. Bill Foster (via phone), Mr. Robert Vining, and Mrs. Kathryn Strouse

An agenda was distributed to members prior to the meeting.

2017-18 Budget Preparation: The Business Manager discussed the budget assumptions regarding salaries, medical benefits, workers' compensation, long-term disability, vision and dental benefits. The teacher salaries are developed according to their contract and known information from the member teacher contracts. The BMCS consortium benefits advisor will issue the first look guidance at end of October. Workers' compensation cost will increase due to claims over the past year and a half. Other benefits are expected to be even.

The funding formula employed is to average the trailing three years ADM. The Business Manager has polled the surrounding CTC schools and has found they are using similar three year averaging methods with different measurement dates.

In 2017/2018 and 2018/2019, MBIT will host the local SkillsUSA competitions. Seven CTC schools from Bucks, Delaware, and Montgomery counties will compete here at MBIT. Consequently, some addition funds will be budgeted to cover cost not reimbursed by the seven schools.

The Director discussed the need for a position to supervise all human resource related duties including recruitment and hiring, orientation, mandated training, Act 48, professional development, TIMS, overseeing substitute staff, employee benefits, FMLA, worker's compensation and clearances. Over the past years with legislative changes such as Act 126, Act 168 and mandated training requirements, it has become difficult to effectively manage all of the responsibilities associated with human resources. Presently, human resources is primarily divided between the Administrative Director and Business Offices with staff in Adult Education and Student Services also managing some tasks. The Director would like the Executive Council to consider creating a position to oversee all aspects of Human Resources for the school.

A history of hourly wage adjustments for support staff and health insurance costs was shared with the committee. The Director shared her perspective of staff morale being low and the expression through surveys that staff feel their health care costs eliminate their pay gain. The committee listened, discussed inflation, health care costs, and empathized. The Business Manager is to present information for the committee's consideration.

PlanCon K: The Business Manager discussed the PlanCon K document for the Series of 2015 bonds issued December 1, 2015 that retired the remaining Series of 2006 and Series of 2003 bonds. The Series of 2006 bonds were reimbursable and member districts are to receive subsidy for their payment of debt service (lease rental). The committee members asked if PlanCon was

funded – Business Manager expressed hope. The Executive Council is asked to pass a motion acknowledging receipt of PlanCon K.

Lease – Additional Computers: After the lease of computers this past summer, it was determined that six additional ones were needed. The Business Manager presented lease quotation from First American Equipment Finance calling for monthly cost of \$178.38 over 33 months on lease schedule to be concurrent with lease entered during the summer. The committee expressed support.

Updates: The Business Manager shared the monthly and year-to-date results for Li'l Bucks Preschool and Adult Education.

The meeting adjourned at 6:00 PM.