

**NORTHERN LEHIGH SCHOOL DISTRICT
FINANCE COMMITTEE MEETING**

**Wednesday, February 9, 2022
Immediately Following Technology/Buildings and Grounds Committee Meeting
5:30 p.m.
NLMS Auditorium**

Committee Members			Meeting Dates
X	Donna Kulp - Chairperson	X	Matthew Link March 9, 2022 April 6, 2022
X	Gale Husack - Co-Chairperson	X	Sherri Molitoris - Liaison May 4, 2022 June 8, 2022
	Chad Christman	X	Nichole Fink August 3, 2022 September 7, 2022
X	Robin Distler		Jennifer Butz October 5, 2022 November 9, 2022
X	Gary Fedorcha	X	Tim Weaber
X	Michelle Heckman	X	Eric Hill

Also in Attendance: Steven Hass, Micahel Stohl, Greg Derr

MINUTES

➤ Cafeteria (Mrs. Fink)

- Cafeteria finances are handled through the finance department, the department overall is breaking even with a little bit of a cushion.
- Continuing the seamless summer option (SSO)- USDA extending free breakfast and lunch to all students through end of 2021-2022 school year
 - 2022-2023 school year is yet to be determined
 - Participation has increased and is stable
 - Reimbursement rates for meals increased (B: 2.605/meal and L: 4.5625/meal)
- Allocation of supply chain assistance funds - funds available, but amount and when to be distributed to be determined
- Giant- round up at the register program- round up amount to be donated to food service department to be utilized to help needy families (back- pack buddies)
- Backpack buddies- 47 total weekly- sustained through donated money (\$6, 000 donated)
- Unforeseen expenses- approximately \$5,000 in kitchen equipment parts/repairs, and increase in price of juice and canned fruit
- Supply chain issues continue- added new Driscoll vendor, supplementing through Produce Junction, Sam's Club, Restaurant Depot, and Restaurant Store.
- Addition of 2 new employees- Sara Duncan at middle school and Charles Young as floater (still have 3 more positions to fill)
- Menu items: feature the following favorites monthly: bulldog bowl, Tacos/walking taco, breakfast for lunch, and weekly pizza (Mamas, Valley, or Sal's to be provided in near future)

➤ ESSER Grants Update

- ESSER 1 - \$329,372 depleted
 - All funds have all been spent.
 - Current budget is open for final revisions and will be completed in the next few weeks
 - Should expect to receive all funds and grant closed by June 30, 2022.
- ESSER 2 - \$1,458,824
 - Spent \$426,574 as of January 31, 2022
 - Remaining \$1,032,250 is completely encumbered
 - salary and benefits for the districts Technology Instructional Assistants
 - Upgrades to the middle school kitchen.
- ESSER 3 - \$2,950,778
 - Spent \$977,239 as of this grant through January 31, 2021
 - Encumbered amount of \$1,570,911
 - Salary and benefits for Director of Educational Technology, Curriculum and Instruction and ESSER paraprofessionals
 - summer Horizon's learning program
 - transportation for summer educational programs
 - department leaders
 - various technology software programs
 - technology equipment
 - Undetermined remaining amount \$402,628
 - Must be used by September 2024.
- ESSER 3B - \$229,342
 - \$163,816 for Loss Learning
 - Spent \$28,063
 - Remaining \$80,184 must be used for summer program
 - \$32,763 After School Programs
 - Spent \$9,750
 - Remaining \$23,013 must be used for After School Programs
 - \$32,763 Summer Enrichment
 - Spent \$0
 - Remaining \$32,763 must be used for Summer Enrichment

➤ Neffs Bank

- ACH
 - Automatic Clearing House is now available for us to pay vendors.
 - It will cost us \$1.75 to do the transaction each month.
 - Administration recommends the time savings is worth the \$1.75 transaction fee.
 - This would only be done to pay our legal counsel, King Spry law firm, at this time.

- ACH may expand to other vendors we work with on a consistent basis.
- Credit Card
 - Currently we have three credit cards; business office, food services department, and buildings & grounds department via Elan.
 - Currently the cap is \$14,000 per month combined for each group.
 - This is causing delays for our purchasing needs.
 - Administration is recommending we move our credit card issuers to Neffs Bank
- Portnoff
 - Portnoff must now send an initial first notice of debt and allow time for the property owner to appeal.
 - If Portnoff receives no appeal, they will send a formal letter notifying the property owner of debt.
 - All correspondence will occur on Portnoff letterhead
- Atiyeh Update
 - Judge Reidman ruled in favor of Parkland, Northern Lehigh and Portnoff
 - Atiyeh has filed a Motion to Reconsider the Court's order
 - Judge Reidman retired 12/31/2021
 - New Judge will be assigned to review prior court's decision
 - Atty. Lees has moved to a new law firm Dickie McCamey
 - Parkland and NL requested our files/case be transferred to his new law office
 - Atty. Lees is working on an engagement letter for both NL and Parkland with the new law office
- Tax Collector
 - Walnutport Tax Collector - Kristie Wentling
 - Mrs. Molitoris and her staff have already reached out to her to coordinate
 - Slatington currently has no tax collector
 - If they do not obtain one by July, the school district will collect directly
- Budget
 - LCTI, LCCC, CLIU Budgets on the Board agenda for consideration
 - Audited Financial Statement Ending June 30, 2021 will be on the Board agenda for consideration
 - General Fund Budget Update
 - There is an increase to the state budget proposed by the governor. It is too soon to tell the actual impact on the NLSD budget.
 - Act1 Resolution PDE Approved

Next meeting is scheduled for Wednesday, March 9, 2022.