

**NORTHERN LEHIGH SCHOOL DISTRICT
FINANCE COMMITTEE MEETING**

**Wednesday, October 6, 2021
Immediately Following Technology/Buildings & Grounds Meeting
Board Room**

Committee Members				Meeting Dates	
X	Donna Kulp - Chairperson	X	Susan Bahnick	Jan 6	June 9
X	Robin Distler -Co-Chairperson		Jennifer Butz	Feb 3	Aug 4
	Mathias Green	X	Tim Weaber	March 3	Sept 8
	Robert Kern	X	Eric Hill	April 7	Oct 6
X	Matt Link			May 5	Nov 3
X	Rhonda Frantz – Liaison				
X	Sherri Molitoris - Liaison				

Also in Attendance: Greg Derr, Scott Pyne

MINUTES

- Cafeteria (Mrs. Bahnick)
 - FSD Search Update (Mr. Link)
 - We received 15 applications for our next food services director
 - We are interviewing four of them on Thursday, October 7th
 - Interview panel is Mrs. Molitoris, Mrs. Bahnick, Mr. Pyne, and Mr. Link
 - We would like to have the person be able to onboard with Mrs. Bahnick prior to her retirement.
- ESSER Grants Update
 - ESSER 1 - \$329,372 depleted
 - ESSER 2 - \$1,458,824
 - Currently spent \$308,771
 - Encumbered \$403,419
 - Potential Expenditures \$746,634
 - ESSER 3 - \$2,950,778
 - Currently spent \$389,464
 - Encumbered \$1,995,118
 - Currently undetermined amount \$566,196
- EdInsight (Must Vote to Discuss) Matt will backfill this part
 - Announced the reason the item was omitted from the agenda at the meeting.
 - Communication failure on part of Superintendent to relay the new agenda item for the Finance Committee
 - Take a vote on whether to add the item to the agenda.
 - Both Board members in attendance at the Finance Committee (Mrs. Kulp and Mr. Distler) voted in the affirmative to add the item to the agenda. Mrs. Kulp made the motion and Mr. Distler seconded the motion.
 - If a majority votes to amend the Agenda by addition the item to the Agenda, they are permitted to discuss the merits of the item.

- Discussion points:
 - Mr. Pyne gave an overview of the EdInsight tool for curriculum mapping and data warehousing all in one program.
 - Allows ease of access for data analysis
 - Interfaces with PowerSchool and our state and local assessment data.
 - Can be utilized to connect areas of concern to assessment and curriculum to check for alignment issues, gaps, and overlaps of content.
 - There is an annual cost of \$10,450/year.
 - Administration recommendation is to move forward with purchasing the program. First three years to be funded through ESSER and then divided among the building budgets and central office.
 - Mrs. Kulp asked if administration could provide some example outputs and the administration agreed to do so prior to the next board meeting.
 - Mrs. Kulp asked what the data integration burden would be for users.
 - Mrs. Pyne and Mr. Hill explained that there are data integration options offered by EdInsight
 - Take a vote on whether to recommend the item to the Board (or not).
 - Make sure the minutes reflect all of the above actions (1-4).
 - Post an Amended Agenda for the Committee Meeting no later than the next business day after the meeting on the school's website.
- Human Resources Generalist
 - Position was posted last week
 - We have received 28 applications
 - We hope to fill the position in November
- Audit
 - Local audit was completed last week
 - Preliminary report should be available prior to next finance meeting
- Fraud Check renewal
 - This will be on the Board agenda Monday evening.
 - We cannot receive Medical Access reimbursement for any employee who has committed fraud for monetary gain. This program does an automatic monthly check of all employees who are scheduled as reimbursable through the Medical Access program.
 - This is required to receive the medical access funds
- Unemployment Fraud update
 - Fraudulent claims continue to occur. All school districts in the area have also received claims. We will continue the process as before to avoid any cost to the District.

- PA 529 Guaranteed Savings Plan
 - Mrs. Frantz shared that a request was made by an employee to participate in this program through a payroll deduction. She will continue to research the process and any concerns will be addressed at the next Finance Committee meeting.

Reminder: Next meeting is scheduled for Wednesday, November 3, 2021.