

**Palmyra-Eagle Area School District
Finance Committee Meeting Minutes
Mitzi Roscizewski, Chairperson
Tuesday, May 10, 2022, 6:30 PM
P-E MS/HS - Community Center - 123 Burr Oak Street, Palmyra**

- I. **Call to Order:** The meeting was called to order by Committee Chair, Mitzi Roscizewski, at 6:45pm.

- II. **Roll Call - quorum (2) of this committee required to proceed:**
Attendees: Mitzi Roscizewski , Zachary Rutkowski, Michael Eddy
Other Board members present: Jean Reith, Kristiana Williams, Tara LeRoy and Doris Parsons
Other: Traci Plotz - Board Secretary

- III. **Discussion and approval of agenda:** The agenda was reviewed and approved.

- IV. **Agenda**
 - A. **Approve April Minutes:** The minutes were reviewed from the April 12, 2022 meeting.
 - B. **Voucher review:** The April vouchers were reviewed.
 - C. **Budget variances:** Mitzi met with Brad today. In June we will have the realignment of items, after he meets with the CESA 5 person, supplies/tech and software. The overall budget is not over. Will be approving at the June meeting.
 - D. **Advisor Contract update:** The committee will circle back at next meeting. Teacher in charge under club advisors? Mitzi sent out to committee what Shelly gave her.
 - E. **Club/Stipend update:** Discussed in Agenda item D.
 - F. **Transportation update:** Dr. Gray reported that there are currently two (2) companies submitting quotes through the Transportation RFP. Both companies require paying directly for fuel. There are significant differences in the quotes for each company. It was decided to discuss the quotes again in June after negotiations have been completed..
 - G. **Capital Expenditures calendar:** No discussion needed.
 - H. **Budget calendar:** No discussion needed.
 - I. **Summer Professional Development Plan:** No discussion needed.
 - J. **Avid:** No discussion needed.
 - K. **Summer School:** It was reported that the Summer School budget will be going to the board for approval tonight.
 - L. **Review of April 29, 2022 EES Incident expenditures:** It was reported that the current insurance deductible is \$25,000, and the bills to date are well under that amount. The insurance company is looking at options for the district to lower the deductible amount.

- V. **Schedule Next Meeting:** June 14, 2022 at 6:30 pm.

- VI. **Adjournment:** The meeting was adjourned at 7:01 pm.

**Respectfully Submitted,
Traci Plotz
District Administrative Assistant**