

**Palmyra-Eagle Area School District
Finance Committee Meeting Minutes
Mitzi Roscizewski, Chairperson
Tuesday, April 11, 2023, 6:30 PM
P-E Community Center - 123 Burr Oak Street, Palmyra**

- I. **Call to Order:** The meeting was called to order by Committee Chair, Mitzi Roscizewski at 6:38 pm.
- II. **Roll Call** - quorum (2) of this committee required to proceed
 - A. Attended - Mitzi Roscizewski, Michael Eddy, Zachary Rutkowski
 - B. Others Present - Doris Parsons, Tara LeRoy, Todd Gray - Interim District Administrator, Traci Plotz - District Executive Assistant, Kari Timm - MS/HS Principal, Katie Robertson, EES Principal, KayLeigh Sockrider - Special Ed and Pupil Services Director
- III. **Discussion and Approval of Agenda:** The agenda was reviewed and approved.
- IV. **Agenda**
 - A. **Approve March Meeting Minutes:** The minutes from the March 14, 2023 meeting were reviewed and approved.
 - B. **March Voucher Review:** The March Vouchers were reviewed.
 - C. **Review of Budget Variance Reports by Building and Fund.:** The Year to Date Budget Variance reports were reviewed. Variance journal entries have been done.
 - D. **Review of MS/HS Activity Account:** The Year to Date MS/HS Activity Account balances were reviewed.
 - E. **Discussion Regarding Greenhouse Update:** Kari Timm reported that \$45,850 has been deposited from fundraising. She is waiting for a budget for the project so that she can do more targeted fundraising.
 - F. **Discussion Regarding Update on Middle School Gym Water Damage.:** It was reported that the district has a \$10,000 insurance deductible. A claim has been made with the insurance and it should all be covered, other than the deductible amount.
 - G. **Discussion and Review of Quotes for Paving the Standard Process Sports Complex Parking Area.:** It was reported that the issue was discussed at the Building & Grounds committee meeting. The committee would like to look at the cost of gravel maintenance vs paving.
 - H. **Discussion Regarding the Hiring of Additional Special Education Paraprofessional Staff.:** It was reported that another person is needed to fill IEP requirements. The committee asked that the option of full time aides be explored to see if it financially makes sense to help fill the gaps.
 - I. **Discussion Regarding the Student Transportation Driver Position:** A discussion took place regarding how we are currently transporting students who qualify for outside programs. With the recent resignation of a Student Transportation Driver, the committee requested that Administration make a cost comparison between transporting students ourselves to these programs, versus the cost of DTC to transport.
- V. **Next Meeting:** May 9, 2023 at 6:30 pm - MS/HS Community Center
- VI. **Adjourn:** The meeting was adjourned at 7:08 pm.

Respectfully Submitted,
Traci Plotz
District Executive Assistant