

CENTRAL BUCKS SCHOOL DISTRICT

Finance Committee Meeting
September 17, 2018

Committee Members

Mrs. Beth Darcy, Chairperson
Mrs. Jodi Schwartz, Member
Mrs. Karen Smith, Member
Dr. John Kopicki, Superintendent

Mrs. Tracy Suits, Member
Mr. Dave Matyas, Business Administrator
Mrs. Susan Vincent, Director of Finance
Mr. Brian Loftus, Director of Finance

Others in Attendance

Mr. Glenn Schloeffel, Board President
Mrs. Sharon Collopy, Board Member

Dr. Abram Lucabaugh, Asst. Superintendent
Ms. Andrea DiDio-Hauber, Director of Human Resources

The meeting was called to order by Mrs. Darcy at 6 p.m.

PUBLIC COMMENT

There was no public comment.

INFORMATION/DISCUSSION/ACTION ITEMS

Review of Finance Information Items/Auditor Update: Mrs. Vincent presented a summary of the 2017-2018 financial activities. She detailed several budget transfers that will be requested including Access program transfers, corrections to some May 8 budget transfers, and transfers to the 1500 function for the Title 1 program. Mr. Schloeffel asked if an actual vs. projected budget comparison could be provided, Mr. Matyas replied that one would be prepared and presented showing the variance between both. Mr. Matyas and Mrs. Vincent reviewed total revenues for the year, noting the combined revenue and expenditure variance is a positive balance of \$4,281,879 which is .6% of the combined revenue and expenditure budget amounts. The auditors have begun their review of the financial activities for the 2017-2018 school year and will continue their review over the next two to three weeks.

Update on Arbiter Pay Software and Implementation: Mr. Brian Loftus presented an update on the Arbiter Pay software implementation, which began in August. All schools are using Arbiter Pay to pay officials. It has had very positive feedback from the athletic support staff and administration for ease-of-use and efficiency, benefits are already being seen.

HR/Finance Software Update: Mr. Matyas noted three demonstrations have been scheduled with potential companies. A four-hour time frame would be given for the company to present their software, which would then go through an internal review by several CB departments.

My Payments Plus Usage report for 2016-2017 and 2017-2018: Mr. Loftus presented details on the payments collected through the My Payments Plus system (by school) for the 2016-2017 and 2017-2018 school years. Based on the 2017-2018 receipts all the secondary schools and the majority of elementary schools are using the system to collect electronic payments from students and parents. The Business Department plans to stimulate increased utilization of the system by promoting the benefits of the system and offering additional support to the organizations. Mrs. Suits noted that she had just written another check to Butler PTO and was given no option to pay electronically. She remarked that there appeared to be some usage of the My Payments Plus program at Butler because transactions appeared on the report, however she has never been given an opportunity to pay for anything that way. Mrs. Darcy commented that they may be using the program for collecting some payments, just not the ones Mrs. Suits has had to give. Dr. Kopicki asked Mr. Matyas to require that every school fully utilize the My Payments Plus program immediately. Mrs. Suits and Mrs. Schwartz asked that more detail be given for the items listed on My Payments Plus so parents were not confused by items that are not applicable to their student.

Interoffice Delivery Truck: Mr. Loftus presented some follow-up on the feasibility of purchasing a dedicated delivery truck for interoffice mail. A new cargo van would provide improved fuel efficiency; however, the benefit does not offset the acquisition cost of the cargo van within a reasonable time. Mrs.

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Suits asked about any ergonomic advantages a van might have over using the school bus. Mr. Matyas noted the school bus has a lift that enables the driver to load heavy items efficiently and without concern of injury. The Committee agrees the purchase of a new van is not currently necessary.

Review of the Prescription Benefit Plan: Ms. DiDio-Hauber noted the reason the district did not participate in the consortium Rx plan four years ago was because the level of plan the district had with CVS was much better. The district has used CVS as the prescription benefit provider for over 20 years. Truveris is a company that provided the consortium with a review of claims vs. spending, identifying errors and working with CVS on corrections. Ms. DiDio-Hauber presented details on findings of a Truveris survey on district/employee costs. The survey found a significant amount of error in spending vs. claims. A former member of the Truveris company founded Capital Rx, which presented to Dr. Kopicki, Mr. Matyas and Ms. DiDio-Hauber their business model of procuring prescriptions directly from manufacturers. Ms. DiDio-Hauber reviewed with the Committee details of the Capital Rx proposal, including the fact that this model would enable employees to have their prescriptions filled at many more pharmacies than just CVS (local, chain and independent). Using their buying power and passing on discounts and rebates, Capital Rx estimates they can save the district \$1,000,000 per year in prescription costs. Employees would not be impacted in any way by a change to Capital Rx, other than being able to fill their prescriptions at pharmacies other than CVS. Mrs. Schwartz asked for assurance that coverage would not be interrupted for any employee during a change to a new Rx provider. Ms. DiDio-Hauber noted they had discussed that in detail with Capital Rx, and Capital Rx promised 24/7 assistance to work through any issues that may occur. They remarked that they have done many transitions with little or no disruption to employees. Ms. DiDio-Hauber promised that the HR staff would be committed to immediately dealing with any situation during the transition. Dr. Kopicki noted that approval of the proposal from Capital Rx was being sought so that the contract could be reviewed by District Solicitor Garton. The contract would then be brought to the full board for approval in the first meeting in October. Approval of the Committee was also being sought to terminate the current contract with CVS, which requires a 90-day notice. Mrs. Schwartz asked for an email with details of the fee structure for Capital Rx. Dr. Kopicki thanked Ms. DiDio-Hauber and Mr. Matyas for their hard work and dedication regarding this proposed change. The Committee agrees to approve the review of the contract by Mr. Garton, and notice of termination to CVS.

Additional Comment: Mrs. Smith noted that the next Committee meeting is scheduled for a date when most members would be attending PSBA. Consideration should be given to moving the date. Mrs. Darcy will communicate with Mr. Matyas regarding a change. Dr. Kopicki remarked that he and Mr. Matyas are about 80% finished with the school start time presentation. There is a national conference in Hartford, CT in October, where experts will be speaking on this issue. Someone from the district will be attending the conference, and Mr. Matyas and Dr. Kopicki will be going to Fairfax, VA to see how their district implemented a change in school start time. He asked the Committee to allow him to present all the information in November rather than October so that he can give the Committee a full picture. Mrs. Collopy asked if there were data regarding the number of ACT test takers – information in the packet only provided details on SAT test takers. Discussion was held regarding statistics presented, test-taking parameters and comparison of scores for students in the one-to-one laptop program. Mrs. Darcy asked if the number of students taking ACTs was growing, should the district consider hosting more ACT tests. Dr. Lucabaugh noted the ACTs are becoming a more popular test nation-wide. Dr. Kopicki asked Dr. Lucabaugh to research how the district goes about offering more ACT tests.

ADJOURNMENT:

The meeting was adjourned at 7:15 p.m.

NEXT MEETING:

The next meeting of the Finance Committee – to be determined.