Members Present: James Hanby (Chair Person), Chuck Landry, John Skrobot, III, Shanika Perry, Matt Auerbach, Jack Vinokur, Chris Milionis, Victor Ferzetti

Members Absent: Susan Koski

Other District Representatives Present: Jason Hale, Chief Financial Officer, Lincoln Hohler, Superintendent, Angie Thomas, Business Specialist

Members of the Public: Willie Pollins

The meeting was called to order by Mr. Hanby at 5:04 P.M.

I. Approval of Minutes – May 13, 2020 Meeting

The minutes of the May 13, 2020 meeting were introduced for review and approval.

A motion to approve the minutes was introduced by Mr. Landry; seconded by Mr. Vinokur. Approved unanimously.


The May 31, 2020 financial report set was introduced for review. Dr. Hale led the committee through the reports.

a. Revenue Report

The anticipated receipts for state revenue is $5.7 million. The state will add funds in June that will bring the amount received to one hundred percent for obligated payroll.

The district has received one hundred percent of local funds.

The interest revenue is well over what the district had anticipated and will have an impact on the carry forward balance.

Federal funds have not changed over the last several months and the district will begin the consolidated grant process for FY 21. Federal funding will go up about five percent in FY 21 with the exception of Perkins. The Department of Education has made the determination that they are going to shift some of the Perkins funds to the secondary level. The Perkins reduction will be about ten percent.
b. Operating Unit Expenditure Report

The Special Education budget will continue to increase because of the cost of occupational, physical therapy services and speech pathologists. The rates for these types of contracted services depend on the overall cost. Some of the rates are determined by state contract. It also will depend on how specialized the service may be. There could be a reduction in the amount encumbered in the Special Education budget once all of the FY 20 billing is finalized.

It is expected that local salaries will come in at 2⅔%-3% under budget.

The district will do a technology refresh for middle schools in FY 21.

Surpluses in building budgets are not carried over into the next fiscal year.

c. Cash Flow

The projected carryover balance for June 30, 2020 is $12 million. Expenditures in FY 20 were lower than normal because of Covid-19. This was due to ancillary services, such as, substitutes, energy, salaries and other employment costs. Also the increase in interest and property tax receipts being above one hundred percent. This could allow the district to put off a referendum until February of 2022.

A motion to approve the May 31, 2020 Financial Report was introduced by Mr. Ferzetti; seconded by Mr. Milionis. Approved unanimously.

III. Tax Warrant FY 2021

There is no change to the Tax Rate for FY 2021. The rate will remain the same at $2.5385 per $100.00. It is anticipated that the rate will stay the same in FY 2022. The district should be good with the balance in tuition and should not have to raise the tuition rate for two years. The committee stressed that the public should be informed if the tuition tax will need to be increased at the same time that a referendum is approved.

A motion to approve the FY 2021 Tax Warrant was introduced by Mr. Landry; seconded by Mr. Ferzetti. Approved unanimously.

IV. Preliminary Budget FY 2021

The Preliminary Budget is being submitted for information purposes. It will be presented for approval at the July meeting.

The Executive Summary is not included in the Preliminary Budget because there are too many unknowns right now to complete it.

The Budget Explanation describes the various taxes and explains the different types of funding. It also includes information on the District Finance Committee as well as the budget calendar.
There are minor changes in property taxes because each year the county sends out a letter that lists Brandywine’s assessed valuation.

There is not a significant decrease in the interest for FY 21 because the amount last year was so much higher than anticipated.

There is no anticipated shift in the numbers for the discretionary state funding. This could change based on the September 30th unit count.

The only adjustment that has been made is on the personnel cost on the state level. The state has proposed a freeze in personnel costs in their budget. In the past they have allowed for step increases even if there was a freeze in the scales. This year they are freezing the step increases as well. If the state meets a certain revenue projection they will retroactively go back and allow for the step increases.

The Opportunity Grant funding is not going to be impacted by any cuts.

The one major change in this year’s Preliminary Budget is the Coronavirus Aid, Relief and Economic Security Act referred to as C.A.R.E.S. As part of the stimulus package of the state, the C.A.R.E.S money provides for Brandywine School District to receive approximately $2,600,000. The budget shows $2,100,000 because there is something within the federal programs called “Equitable Share” which provides an opportunity for private and parochial schools to receive some of the funding. The amount of funding going to Equitable Share has not yet been established.

There is an increase in the Special Education budget and it is likely that the amount will need to be increased in the Final Operating Budget.

All other budgets remain the same with no cuts or reductions at the building and department level. Once the enrollment process is completed building budgets will be adjusted accordingly.

V. Board Meeting Follow Up

The Monthly Financial Report for March 31, 2020 was approved.

VI. Other Business

There was no other business.

A motion to adjourn was introduced by Mr. Vinokur; seconded by Mr. Skrobot. Approved unanimously.

The meeting adjourned at 6:30 P.M.

This meeting was held via Zoom because of the Coronavirus Pandemic.

Respectfully submitted by Joni Ciolko, Senior Administrative Assistant