

**NORTHERN LEHIGH SCHOOL DISTRICT
FINANCE COMMITTEE MEETING
Tuesday, January 3, 2023**

**Immediately Following Technology/Buildings and Grounds Committee Meeting
Administration Office
Board Room**

Committee Members		Meeting Dates		
X	Donna Kulp - Chairperson	X	Matthew Link	February 6, 2023, March 6, 2023
X	Gale Husack - Co-Chairperson	X	Sherri Molitoris - Liaison	April 3, 2023, May 1, 2023
X	Chad Christman	X	Nichole Fink	June 5, 2023, August 7, 2023
X	Robin Distler	X	Jennifer Butz	September 5, 2023, October 2, 2023
X	Gary Fedorcha	X	Tim Weaber	November 6, 2023
X	Michelle Heckman	X	Eric Hill	

Also in Attendance: John Rushefski, Todd Breiner, James Schnyderite, Bryan Geist, Dave Hauser, Mr. and Mrs. Williams, Rhonda Frants, Bob Kern, Greg Derr, Mathias Green, Michael Strohl, Steven Haas, Angela Williams, Alice Wanamaker, Jessica Haldeman, Joshua Haldeman, Lauren Gaur, Natalie Snyder, Terry Snyder, Steven Walters, Joe Papay, Mary Roberts, Katia Bender, David Papay, Eric King, Norm Handwork.

AGENDA

- Cafeteria Update
 - Giant- 2022-2023 round up at the register program to earn money for NL Food Service Program to be used to continue Backpack Buddies program by providing non perishable food for students over the weekend, or to be used toward clearing out students meal account debts.
 - Backpack buddies- has \$9,656.85 in balance and will be able to continue program for rest of 2022-2023 school year.
 - Negative Meal Account balances- This time last year there was a little over \$10,000 dollars' worth of district wide Meal account debt accumulated prior to COVID 19. Ashely Heydt continues to reach out to students' parents monthly to recoup these funds. We currently cut that debt in half and is a little over \$5,000. We predict this will be back to zero by end of 2023-2024 school year. Under CEP program (universal free meals) students will not be able to add to this debt moving forward for the next 4 years.
 - Primero Edge new POS software installation and training fee of approximately \$3,900 to be paid in late January as a onetime fee
 - Food Service Staff uniform allowances- Approximately \$2,900 to be paid out of food service budget for staff annual uniform allowance.

- Fresh Produce- The district is currently saving money on weekly fresh produce under the DOD Fresh program which delivers free weekly fresh produce to our 4 schools, rather than utilizing produce junction.
- 2021-2022 Audit competition- \$4,000 in the positive at end of last year, which has been used towards paying for the better dishwasher that was installed in the middle school renovation project.

- Thanksgiving and Christmas meals for the students and staff went well. Any staff meals that were served additional sales helped support the food services account.

- Breakfast with Santa through the NL education foundation and the Senior Citizen Christmas meal event went seamlessly and was enjoyed by all that attended.

- Act 1 Resolution
 - On the Board agenda will be the passing for the 2023-2024 Act I Tax Resolution approving that the district will not be increasing taxes above our Act I adjusted index which for this year is 5.5%

- Portnoff Agreement
 - On the Board agenda will be to approve a resolution for Portnoff to collect the delinquent real estate taxes for the 2022 tax year. This is a motion that is approved every school year.

- Berkheimer Agreement
 - On the Board agenda will be a resolution for Mrs. Molitoris to receive updates for EIT collections from Berkheimers. Currently Heather Kenyon and Ashley Heydt in the business office receive this information but Mrs. Molitoris also needs access to this information to complete the yearly Sterling Tax Credit paperwork.

- Early Retirement Incentive Plan (ERIP)
 - On the Board agenda will be the yearly motion for the Board of Education to approve an Early Retirement Incentive Plan (ERIP). This is a requirement per the NLEA Collective Bargaining Agreement.

Next meeting is scheduled for Monday, February 6, 2023.