



# Pioneer Valley Performing Arts Charter Public School

## Finance Committee

Amended on March 2, 2022 at 4:23 PM EST

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### Date and Time

Wednesday March 2, 2022 at 5:00 PM EST

### Location

PVPA  
Room 130  
15 Mulligan Drive  
South Hadley, MA 01075

Google Meeting ID

[meet.google.com/zkg-vctu-ikb](https://meet.google.com/zkg-vctu-ikb)

Phone Numbers

(US) [+1 240-532-3788](tel:+12405323788)

PIN: 783 984 031#

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### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>5:00 PM</b>
<b>A. Record Attendance</b>		Marcy Conner	2 m
<b>B. Call the Meeting to Order</b>		Andrea Nathanson	1 m
<b>C. Approve Minutes</b>	Approve Minutes	Andrea Nathanson	7 m
Approve minutes for Finance Committee on February 2, 2022			
<b>II. Finance</b>			<b>5:10 PM</b>
<b>A. FY23 Capital Budget</b>	Vote	Marcy Conner	20 m

	<b>Purpose</b>	<b>Presenter</b>	<b>Time</b>
<b>B. FY23 Budget</b>	Discuss	Marcy Conner	10 m

### **III. Other Business**

### **IV. Closing Items**

**5:40 PM**

<b>A. Adjourn Meeting</b>	Vote	Andrea Nathanson	2 m
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# Cover Sheet

## Approve Minutes

<b>Section:</b>	I. Opening Items
<b>Item:</b>	C. Approve Minutes
<b>Purpose:</b>	Approve Minutes
<b>Submitted by:</b>	
<b>Related Material:</b>	Minutes for Finance Committee on February 2, 2022

APPROVED



# Pioneer Valley Performing Arts Charter Public School

## Minutes

### Finance Committee

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#### Date and Time

Wednesday February 2, 2022 at 5:00 PM

#### Location

PVPA  
Room 304 - Conference Room  
15 Mulligan Drive  
South Hadley, MA 01075

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#### Google Meeting ID

[meet.google.com/zkg-vctu-ikb](https://meet.google.com/zkg-vctu-ikb)

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#### Committee Members Present

Andrea Nathanson (remote), Keith Black (remote), Neil Hede (remote)

#### Committee Members Absent

Bob Hann, Elmo Wright, Janice Pamphile, Stephanie Burbine

#### Guests Present

Brent Nielsen, Marcy Conner

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### I. Opening Items

#### A. Record Attendance

#### B. Call the Meeting to Order

Andrea Nathanson called a meeting of the Finance Committee of Pioneer Valley Performing Arts Charter Public School to order on Wednesday Feb 2, 2022 at 5:05 PM.

### C. Approve Minutes

Neil Hede made a motion to approve the minutes from Finance Committee on 01-05-22.

Andrea Nathanson seconded the motion.

The committee **VOTED** to approve the motion.

#### Roll Call

Janice Pamphile	Absent
Stephanie Burbine	Absent
Keith Black	Aye
Neil Hede	Aye
Bob Hann	Absent
Elmo Wright	Absent
Andrea Nathanson	Aye

## II. Finance

### A. FY23 State of Massachusetts Budget Update

Reviewed the graphic from 2021 from the MCPSA regarding the State of MA budget timeline. The first step in the process is the release of the Governor's budget in January. The budget then works its way through the House and Senate, which each release their version of the budget. The two are then reconciled in June and we arrive at a final budget by June 30 of each year.

Updated FY23 tuition information based on the Governor's budget was released by DESE on January 26, 2022. The release posted on-line discussed the estimates and the significant changes that the Student Opportunity Act (SOA) were making to the Foundation Budget Rate formula as codified in Chapter 70 of the general laws of Massachusetts. Key points to remember:

1. The rates are actual in that enrollment is based on October 1, 2021
2. Foundation budgets have been raised by a capped 4.5% inflation
3. SOA establishes higher foundation budget rates in five areas: benefits and fixed charges, guidance and psychological services, special education out of district, English learners and low income students. Increases are to be phased in over seven years - FY23 is year two.
4. Based on the Group Insurance Commission three year average health insurance rate increase, the inflation rate for employee benefits is 4.51%
5. Increase from 3.86% from 3.82% for in-district special education enrollment
6. Facilities rate increase from \$983 to \$1,088 per pupil = \$105 per student. For PVPA at 400 enrollment this represents \$42,000 for facilities
7. Above Foundation rates from December 2021 were used - not all of PVPA's sending districts had adjusted above foundation rates at this reporting

The Governor's budget is usually the baseline and changes are made as it works through the House and Senate. Overall the Governor's budget looks very favorable for PVPA with an estimated FY23 tuition of \$7,201,014. Please keep in mind that this is based on 400 students and no alteration from the December 2021 Above Foundation Rates reported.

### B. FY23 Staffing Budget

The Committee reviewed the proposed increase in hourly rates as bargained with the UAW and approved by the Board of Trustees on January 7, 2022. The rate increases will add approximately \$38,000 to the FY22 salary budget.

Additional staffing increases (FTEs) being considered by the Administration include:

1. Theater .40 FTE - this will help with scheduling issues and bring the Theater Department back to staffing levels prior to the FY20 reductions
2. Dance .20 FTE
3. Facilities 2.0 FTEs - Lunch Aides/Safety Monitors - for FY22 they are grant funded and there is a need to work the positions into the budget permanently

More information to come on staffing costs for the FY23 budget.

### **C. Funding Head of School Search**

Update from the Executive Search Committee meeting held last week. They voted to hire Civitas Strategies to assist in the search for the next Head of School. The approximate cost to be \$10,000.

## **III. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:44 PM.

Respectfully Submitted,  
Marcy Conner

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### **Documents used during the meeting**

- DESE Projected FY2023 Charter School Tuition and Enrollment - Massachusetts Charter Schools 1-26-22.pdf
- January-2021-CFO-CoP-tuition-updates 5.pdf
- BOT Recommended Hourly Pay Increase 1-7-22.pdf

# Cover Sheet

## FY23 Capital Budget

<b>Section:</b>	II. Finance
<b>Item:</b>	A. FY23 Capital Budget
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	PVPA Cash Reserves 6-30-21.pdf FY23 Capital Budget - Propsed.pdf

**Capital Budget - for FY20 - Approved (Outstanding)**

<u>Location</u>	<u>Item</u>	<u>Cost</u>	<u>Comments</u>
Theater	Accoustical Theater Curtains for Side Wall	22,000	Part of original configuration - increased sound quality & sound proofing
	Facilities Project Design & Plans	25,000	Long-range Planning Committee recommendation
	<b>Sub total</b>	<u>47,000</u>	
		<u><u>47,000</u></u>	

**Capital Budget - FY21 - Approved (Outstanding)****Lease-hold Improvements**

PA System Upgrade	25,000	Current system 6 years old - out of warranty - safety concern - no bell system
<b>Total</b>	<u>25,000</u>	

**Capital Budget - FY22 Proposed - Approve by FC 3/2/21****Lease-hold Improvements**

Closed Circuit TV System Upgrade	80,000	Unable to expand - poor video quality - possibly replacing complete system
Room 129	18,000	Upgrades to accommodate Piano Lab (electrical and structural)

**Equipment**

Piano Lab (Keyboards/furniture/cables)	17,000	17 Keyboard stations complete with wiring and furniture
Adjust for Restricted Donations	<u>-17,000</u>	
	<u>98,000</u>	

**Capital Budget - FY23 Proposed****Lease-hold Improvements**

3rd Floor Conference Rooms	25,000	Renovation to creat 2 conference rooms
School Counseling & Related Services Suite	30,000	Reovation on second floor

**Equipment**

Middle School Classroom Furniture	56,500	\$11,300 per room X 5 East Annex
	<u>111,500</u>	



**Pioneer Valley Performing Arts Charter Public School  
Reserves - 5 Year History**

	<u>2021</u>	<u>2020</u>	<u>2019***</u>	<u>2018</u>	<u>2017</u>
Cash (per Balance Sheet at June 30)	2,547,805	2,223,230	1,905,644	2,121,008	2,181,212
Operating expenses for 3 months	<u>(1,500,000)</u>	<u>(1,500,000)</u>	<u>(1,500,000)</u>	<u>(1,500,000)</u>	<u>(1,500,000)</u>
Balance	1,047,805	723,230	405,644	621,008	681,212

\*\*\* DESE late with 6/30 payment. Received \$321,022 in July

# Cover Sheet

## FY23 Budget

<b>Section:</b>	II. Finance
<b>Item:</b>	B. FY23 Budget
<b>Purpose:</b>	Discuss
<b>Submitted by:</b>	
<b>Related Material:</b>	FY23 Budget - Expense Proposal.pdf

**PVPA Expense Budget - FY23****Proposed: (Assumptions)****Expenses:**

CBA will require step increase for teachers & 3% for non-teachers (with a 2% increase in tuition over FY22)

Non-union staff 3% increase

## Increase in staffing:

	FTE
Theater	0.40
Dance	0.20
Production	1.00
Facilities	2.00
	<hr/>
	3.60

Health insurance +12%

Dental Insurance +3%

Technology FY23 increase of \$42,000 over FY22 due to implementation of system upgrade planning

Auxillary Expense Transportation - FY23 increase of \$35,000 over FY22 due to bid requirement and reorganization

