



# Pioneer Valley Performing Arts Charter Public School

## Finance Committee Meeting

Published on February 3, 2023 at 11:18 AM EST

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### Date and Time

Tuesday February 7, 2023 at 5:00 PM EST

### Location

PVPA Charter Public School  
Room 304  
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)

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>		Neil Hede	1 m

	Purpose	Presenter	Time
<b>C. Approve Minutes</b>	Approve Minutes	Neil Hede	5 m

Approve minutes for Finance Committee Meeting on January 9, 2023

## **II. Finance**

**5:08 PM**

<b>A. FY22 Tuition - 2nd Quarter Projection Update</b>	Discuss	Marcy Conner	10 m
<b>B. FY24 Budget Process Overview</b>	Discuss	Marcy Conner	10 m

## **III. Other Business**

## **IV. Closing Items**

**5:28 PM**

<b>A. Adjourn Meeting</b>	Vote	Neil Hede	2 m
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# Coversheet

## 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 Meeting on January 9, 2023

APPROVED



# Pioneer Valley Performing Arts Charter Public School

## Minutes

### Finance Committee Meeting

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#### Date and Time

Mon Jan 9, 2023 at 5:00 PM

#### Location

15 Mulligan Drive  
Room 304  
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

Brent Nielsen, Keith Black (remote), Michael Davey (remote)

#### Committee Members Absent

Neil Hede

#### Guests Present

Marcy Conner, Shannon Materka

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### I. Opening Items

#### A. Record Attendance

#### B. Call the Meeting to Order

Keith Black called a meeting of the Finance Committee of Pioneer Valley Performing Arts Charter Public School to order on Monday Jan 9, 2023 at 5:02 PM.

#### C.

### **Approve Minutes**

Keith Black made a motion to approve the minutes from Finance Committee Meeting on 12-07-22.

Michael Davey seconded the motion.

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

### **Roll Call**

Keith Black      Aye

Michael Davey   Aye

Neil Hede        Absent

## **II. Finance**

### **A. FY23 Second Quarter Budget vs Actual**

The P&L Budget vs Actual for the second quarter ending December 31, 2022 was reviewed.

Half way through the fiscal year you expect to see approximately 50% of a budget spent/earned. No real areas of concern. Auxiliary revenue and the Board of Trustees Expenses are both well over the expected 50% range. Auxiliary revenue; all busing contracts are booked at the beginning of the year with adjustments made throughout the year - expect that this figure will be lower by end of the year. The Board of Trustees account overage is due to legal fees for on-going litigation.

### **B. FY23 Tuition - October 1st Projection**

The FY23 Tuition - October 1st Projection document does not have updated figures from DESE as they had not been released at the publish date. The document was created based on PVPA numbers for enrollment while keeping foundation and above foundation rates static at the 1st quarter projections. There is a change of -\$189,168 compared to 1st quarter DESE numbers.

DESE did release 2nd quarter numbers just after this meeting was posted - they reflected a change from the first quarter of -\$220,628. Changes in above foundation numbers are the cause for the decrease. An updated report will be submitted at the next meeting for consideration. At this point tuition numbers suggest that we will still see favorable actual vs budget numbers and trigger pay increases through the provisions of the CBA.

The sentiment around the state is that charter schools who have large portions of their tuition budgets dependent upon above foundation should remain cautious; especially as we see how districts spend their ESSER III funds and how that may affect above foundation rates moving forward.

Enrollment is currently at 390 students. A special lottery will be held for the start of second semester and we should be at 400 students for the February 15 reporting period.

### **C. FY22, FY23, & FY24 Capital Plan**

The Committee revisited the capital purchases and approvals from FY20 to FY 26. To date the following items are outstanding:

1. FY20 - \$22,000 Theater acoustical project - in progress with projected completion by June 30th.
2. FY22 - Closed Circuit TV System Upgrade - in progress with projected completion by June 30th.

3. FY23 - 2nd and 3rd floor renovations - in progress - completion of third floor by April 2023 and 2nd floor by August 2023.

Due to the recommendation from the Long Range Infrastructure Committee and possible HVAC replacement during the summer of 2024, a timeline has been mapped for capital projects for FY24, FY25 and FY26.

This timeline includes a request for additional approval to the FY23 capital budget of \$52,910 for additional cameras for the closed circuit TV system upgrade (\$22,910) and project design plans for sound dampening of the dance classrooms (\$30,000). During the upgrading of the closed circuit TV system there were six additional cameras that were identified in order to cover current blind spots in the camera coverage. The sound dampening needs to take place before we can consider moving the music classrooms to the first floor which would result in middle school classrooms being above the dance classrooms.

The FY24 proposed capital budget of \$190,260 would include:

1. 2nd floor renovations - \$33,760 - needed for the total bid amount - to be completed summer of 2023.
2. Sound dampening of the dance classrooms - \$100,000 - to be completed summer of 2023.
3. Classroom furniture (5 rooms) - \$56,500 - to be completed summer of 2023.

During the summer of 2024 we are hoping that the HVAC replacement project by the Friends of PVPA is taking place. For this reason, no construction projects will be taking place inside the building as it will be closed.

Possible FY25 capital budget (\$101,500) to include:

1. Project design plans - \$30,000 - architectural plans for music room relocation to 1st floor
2. Main entrance landscaping - \$15,000 - to be completed fall of 2024/spring 2025
3. Classroom furniture (5 rooms) - \$56,500 - to be completed summer of 2024

Possible FY26 capital budget (\$231,500) to include:

1. Music room relocation projects - \$175,000 - to be completed summer of 2025
2. Classroom furniture (5 rooms) - \$56,500 - to be completed summer 2025

At the end of FY22 the capital reserves were \$2.95 million (\$1.5 for operating expenses and \$1.45 million for capital projects).

Michael Davey made a motion to increase the FY23 capital budget by \$52,910 for the additional cameras and the architectural plans for the sound dampening of the dance classrooms.

Keith Black seconded the motion.

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

#### **Roll Call**

Michael Davey Aye

**Roll Call**

Neil Hede Absent

Keith Black Aye

Michael Davey made a motion to recommend that the Board of Trustees accept the FY24 capital budget for \$190,260 as presented.

Keith Black seconded the motion.

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

**Roll Call**

Keith Black Aye

Neil Hede Absent

Michael Davey Aye

### III. Executive Session

#### A. Executive Session

Keith Black made a motion to move into executive session to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.

Michael Davey seconded the motion.

The committee will not return to open session. Marcy Conner and Brent Nielsen are invited to participate. Roll call vote.

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

**Roll Call**

Michael Davey Aye

Neil Hede Absent

Keith Black Aye

### IV. 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 5:51 PM.

Respectfully Submitted,  
Marcy Conner

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### Documents used during the meeting

- PVPA\_P\_L\_Budget\_Overview\_-\_FY23\_2nd\_QTE\_12-31-22.pdf
- FY23\_2nd\_Quarter\_Projection\_based\_on\_Oct\_1\_Enrollment\_12-28-22.pdf
- FY24\_Capital\_Budget\_1-3-23.pdf

# Coversheet

## FY22 Tuition - 2nd Quarter Projection Update

<b>Section:</b>	II. Finance
<b>Item:</b>	A. FY22 Tuition - 2nd Quarter Projection Update
<b>Purpose:</b>	Discuss
<b>Submitted by:</b>	
<b>Related Material:</b>	FY23 2nd Quarter Projection - DESE 1-3-23.pdf



PVPA 2nd Quarter Tuition Projection  
DESE Projections  
Updated 1-3-23

Sending District	DESE Projected FY23*						Q2 DESE Projected FY23					
	FTE	Foundation Rate	Above Foundation Rate	Facilities Rate	Total Rate	Total Tuition	FTE	Foundation Rate	Above Foundation Rate	Facilities Rate	Total Rate	Total Tuition
AGAWAM	5.0	12,765	5,962	1,088	19,815	99,075	6.0	12,765	5,444	1,088	19,297	115,782
BELCHERTOWN	20.0	11,236	2,965	1,088	15,289	305,780	18.0	11,236	2,904	1,088	15,228	274,104
CHICOPEE	31.0	15,046	933	1,088	17,067	529,077	29.0	15,046	626	1,088	16,760	486,040
EASTHAMPTON	22.0	11,659	1,696	1,088	14,443	317,746	19.0	11,659	1,187	1,088	13,934	264,746
EAST LONGMEADOW	5.0	13,143	5,685	1,088	19,916	99,580	3.0	13,143	5,032	1,088	19,263	57,789
ERVING	2.0	11,611	15,040	1,088	27,739	55,478	1.0	11,611	10,099	1,088	22,798	22,798
GRANBY	12.0	12,811	2,981	1,088	16,880	202,560	9.0	12,811	3,074	1,088	16,973	152,757
GREENFIELD	2.0	10,683	2,071	1,088	13,842	27,684	2.0	10,683	1,742	1,088	13,513	27,026
HADLEY	11.0	12,675	6,156	1,088	19,919	219,109	12.0	12,675	6,626	1,088	20,389	244,668
HATFIELD	10.0	13,070	6,686	1,088	20,844	208,440	8.0	13,070	6,833	1,088	20,991	167,928
HOLYOKE	36.0	13,220	0	1,088	14,308	515,088	33.0	13,220	1,478	1,088	15,786	520,938
LONGMEADOW	1.0	11,611	5,662	1,088	18,361	18,361	2.0	11,611	4,910	1,088	17,609	35,218
LUDLOW	5.0	12,987	5,475	1,088	19,550	97,750	6.0	12,987	6,727	1,088	20,802	124,812
MONSON	4.0	11,310	3,869	1,088	16,267	65,068	3.0	11,310	3,888	1,088	16,286	48,858
NORTHAMPTON	26.0	12,075	4,954	1,088	18,117	471,042	25.0	12,075	3,931	1,088	17,094	427,350
PALMER	2.0	12,940	3,728	1,088	17,756	35,512	2.0	12,940	3,419	1,088	17,447	34,894
SOUTH HADLEY	54.0	13,022	2,977	1,088	17,087	922,698	51.0	13,022	2,970	1,088	17,080	871,080
SPRINGFIELD	51.0	16,203	0	1,088	17,291	881,841	56.0	16,203	3	1,088	17,294	968,464
WARE	5.0	12,144	1,142	1,088	14,374	71,870	4.0	12,144	0	1,088	13,232	52,928
WESTFIELD	14.0	13,473	1,884	1,088	16,445	230,230	18.0	13,473	1,307	1,088	15,868	285,624
WEST SPRINGFIELD	7.0	12,594	954	1,088	14,636	102,452	9.0	12,594	953	1,088	14,635	131,715
WORHTINGTON							1.0	12,402	6,849	1,088	20,339	20,339
AMHERST PELHAM	33.0	13,417	9,689	1,088	24,194	798,402	32.0	13,417	9,713	1,088	24,218	774,976
CENTRAL BERKSHIRE	1.0	11,611	4,694	1,088	17,393	17,393	1.0	11,611	3,727	1,088	16,426	16,426
FRONTIER	5.0	11,732	8,917	1,088	21,737	108,685	5.0	11,732	8,766	1,088	21,586	107,930
GATEWAY	3.0	12,853	5,176	1,088	19,117	57,351	3.0	12,853	4,240	1,088	18,181	54,543
GILL MONTAGUE	8.0	13,796	7,469	1,088	22,353	178,824	6.0	13,796	5,457	1,088	20,341	122,046
HAMPDEN WILBRAHAM	8.0	12,076	4,553	1,088	17,717	141,736	10.0	12,076	3,564	1,088	16,728	167,280
HAMPSHIRE	9.0	12,377	10,062	1,088	23,527	211,743	8.0	12,377	10,305	1,088	23,770	190,160
MOHAWK TRAIL	1.0	10,683	4,418	1,088	16,189	16,189						
PIONEER	1.0	9,754	831	1,088	11,673	11,673	1.0	9,754	5,885	1,088	16,727	16,727
QUABBIN	1.0	16,668	6,768	1,088	24,524	24,524	2.0	16,668	4,588	1,088	22,344	44,688
RALPH C MAHAR	4.0	14,069	6,573	1,088	21,730	86,920	4.0	14,069	6,401	1,088	21,558	86,232
SOUTHWICK TOLLAND GRANVILLE	1.0	14,140	4,990	1,088	20,218	20,218	1.0	14,140	4,297	1,088	19,525	19,525
	400.00		154,960			\$7,157,019	390.00		146,945			\$6,936,391

\*Rates, Enrollment & Demographics based on FY22 final statistics

Statistical Review:			
1st Quarter Projection			
FY22 Actual Tuition	\$6,512,379	6,512,379	
			PVPA Projection
FY22 3rd QTR Projection (DESE)	\$6,614,483	6,457,683	4/2022
Diff(Projected vs Actual)**	-\$102,104	54,696	
FY23 DESE Projection 8-10-22	\$7,157,019		
FY23 Budgeted Tuition***	\$6,715,990		
Diff (Projected vs Budgeted)	\$441,029		
CBA Salary Scenario:			
FY22 Actual Tuition	\$6,512,379		
2% Increase	\$130,248		
Required for Salary Increases	\$6,642,627		
** Due to partial year enrollments accounted for with February reporting and final above foundation rate changes.			
*** FY23 tuition budget based on 4% increase of FY22 3rd Qtr (\$6,457,683)with 392 students.			

2nd Quarter Projection			
FY23 1st Qtr DESE Projection	\$7,157,019		\$7,157,019
			FY23 2nd Qtr PVPA Proj
FY23 2nd Qtr DESE Projection	\$6,936,391		\$6,967,851
Diff(1st Qtr vs 2nd Qtr )	-\$220,628		-\$189,168
FY23 2nd Qtr DESE Projection	\$6,936,391		
FY23 Budgeted Tuition	\$6,715,990		
Diff (Projected vs Budgeted)	\$220,401		
CBA Salary Scenario:			
FY22 Actual Tuition	\$6,512,379		
2% Increase	\$130,248		
Required for Salary Increases	\$6,642,627		
*Red indicates a decrease & Green indicates increase			