

Study Session - MINUTES
November 5, 2018 – 7:00 p.m. Tenth Street Library

Attendance: M. McClure, A. DiClaudio, L. Ashbaugh, D. DiPietro, A. Loeffler, E. Tillman, J. Hurt-Robinson, F. Aughenbaugh, T. Good, M. DiNinno, M. Plance, D. Zolkowski, E. Hewitt, N. English, C. Monroe, A. Pater, L. Coffman, M. Carlin, M. Harden, K. Shoop, J. Clontz, W. Wilton, L. Miguez
Not in attendance: J. Nehlsen

Dr. DiNinno welcomed everyone to the meeting.

The Finance Committee provided the following updates:

Capital Project Plan: VEBH architects, Dan Engen and Adam Cummins updated the board on projects and timelines related to the facility master plan providing a review of projects and additional details on the access driveway at the high school. Mr. Engen explained that bids will need to be approved in February in anticipation of summer projects. Details related to the elevator at the high school were also shared. Big items will include high school roof mechanical units that need replaced and Verner windows. The board was provided with a detailed plan including estimated costs and priority projects for each year.

Dr. DiNinno thanked the architects for the information. She acknowledged that the projects on the list were necessary capital improvements related to buildings and maintenance and did not qualify for state funding reimbursement since they did not fall under the category of “education” or learning spaces. She shared that the district has been doing a lot of research on demographics and facilities over the past few years. She explained that with the capital improvement projects needed on the horizon and the development of the 2019-2020 budget underway, it might be important, and more responsible, to reconsider once again having an outside study completed that provides important information on demographics, facility needs and learning spaces so that we can plan for the future with a purpose. She indicated that an outside study could validate research already collected by the administration and help us to move forward with a focused plan for the future. Several board members discussed this option and asked questions of both the architects and administration. Some discussion occurred around the need to have an architect spearhead a more community based process for examining educational needs and learning spaces into the future. It was explained that the plan needs to align with student enrollment projections and the creation of educational learning spaces that align with student enrollment projections. The board agreed that this was a topic that has been discussed and considered for approval in the past, but perhaps now is the time to move forward with the outside study so that a long-range plan, looking out ten years, can be responsibly created.

It was agreed that research already completed by the administration, priorities established in the District Strategic Plan, and information obtained from the outside study can be used to guide architects who could facilitate the creation of a community based long-range educational plan.

Fund Balance: Ms. Good provided the board with a review of fund balance use and the importance of the fund balance. She explained that fund balance is not all liquid. It describes the net position of governmental funds related to what the district owns and what the district owes. It is a snapshot of financial status as of the date recorded and does not mean the district has a surplus. Fund balance classifications related to years prior to 2011 and post GASB 54 were reviewed, along with the current board policy. Ms. Good explained that the use of unassigned fund balance would provide for less than 1 month of district expenditures. The use of total fund balance could provide for 2.165 months of expenditures. She explained that without the fund balance, the District would have needed to obtain a loan to meet payroll and pay interest on borrowed funds during the time when the state budget was not approved. Other capital emergencies have occurred requiring the immediate use of fund balance for example in 14-15 eleven HVAC units had blown heat exchangers in the middle of November. She also shared that it is important that the District NOT budget a deficit through the use of fund balance. She shared that Dr. DiNinno has mentioned on several occasions that while we have been able to recoup monies in the past through things like unanticipated Edgewater revenues, rebidding contracts, and delinquent tax collection efforts, many of the one-time pops in revenue are no longer available to us. WE need to address any deficit patterns that we are starting to see. She shared that a copy of the presentation will be uploaded to the District webpage to assist everyone with gaining a better understanding of the importance of fund balance.

Index/Resolution: Ms. Good reviewed the board's options of raising taxes below the index, to the index and the use of exceptions for PSERs and Special Education costs. After some discussion, the board agreed that a motion to not exceed the index will be placed on the agenda next week.

Dr. DiNinno reviewed the following items as potential motions for board approval at the Regular Voting Meeting next week:

Personnel

- **Conferences:**
 - Rachelle Poth, Eric Hewitt, Lynn Madden: Student Showcase Pete & C Conference (2/11-2/13)- Hershey, PA, \$500 plus 1 substitute

- Rachele Poth: Educational Technology Conference (2/4-2/6) – San Antonio TX, substitute cost only; FETC Future of Educational Technology Conference (1/28-1/30) - Orlando FL, substitute cost only.
- Jennifer Ketler: Center for Safe Schools Olweus Conference (12/11-12/12) Camp Hill, PA, estimated cost of \$400
- Michelle Walsh: SADD State Conference (11/5), 7 Springs Resort, Champion, PA, mileage only
- Designate Director of Maintenance to replace Albert Pater
- Supplementals (JH Student Council); Athletic Event Workers
- Class I, III, IV – 60 day probationary period (Warren, Jordan, McGrath)
- Substitutes
- Bus Drivers

Agreements:

- IUP student teacher affiliation agreement
- Sub-recipient Letter of Agreement – IU13 regarding AACHIEVE project grant, Special Education assessment and training provided through grant funds
- Ricupero Inc. – Snow Plowing and Salting

Board Policies/Governance:

- Third Reading: (806) Revisions to Child Abuse Policy; (311) Reductions in Staff; (704) Maintenance
- First Reading: (818) Contracted Services; (810) Transportation; (246) Wellness; (808) Food Services
- Budgetary Outlines – Student Clubs
- Reorganization Meeting Dec. 3: Board Calendar / Committee Chairs
- (918) Title One required annual Policy Review

Business Office:

- Playground Discussion

Dr. DiNinno and Ms. Good provided the board with an update on the playground at Tenth Street sharing that an accident occurred on the playground after school hours. Equipment was inspected and the piece of equipment involved was found to be safe and not faulty. It was recommended that signage be added to the playground with age groupings and reminding people that supervision is needed. The District is asking the architects to look at the piece of equipment to provide a cost estimate for removal if warranted. During the inspection some bolts were recommended to be replaced and the climbing wall was identified as needing repaired. Equipment in the playground continues to be roped off so that children cannot use it. The board will be provided with a future update on this topic.

Ms. Good shared that the Hosack Speck auditor agreement will be up for approval shortly.

Committee Reports/Updates

Education/Student Life: Lisa Ashbaugh asked Dr. DiNinno for clarification on the request to allow buses to make a right turn off of Hulton Road. Dr. DiNinno explained that a meeting was held with owners of the Oakmont Bakery, the police, the mayor, the administration, and the

District's Bus Company to discuss ways to plan for the opening of the bakery and any impact it might have on traffic at the high school during morning drop off and afternoon pick up times. The team discussed the impact that allowing buses to make a right turn off of Hulton could have on reducing congestion and keeping the flow of traffic flowing better. A letter is being sent to Penn Dot requesting this adjustment.

Lisa Ashbaugh shared that Halloween parades at both elementary schools went well, teacher conferences were being held on November 5th and a Professional Development day was being held on November 6th. Dr. DiNinno explained that the Professional Development day would include a focus on curriculum writing and several school safety trainings.

Lisa Ashbaugh shared that the trip to Inventionland with parents, and staff was successful. She congratulated the boys and girls cross country teams for their rankings at state championship events and shared that winter sports start November 16th.

Principals shared activities that will be held at each school to honor veterans on Veteran's Day.

Student Life: Mr. DiClaudio shared that a new producer was hired to assist with the musical, a musical will be presented soon for the board to approve and auditions will be held in upcoming weeks. More to come as information is available.

Forbes: Dr. Loeffler shared that Forbes teachers may call a strike. Mr. Hewitt has already created a plan and communicated with parents of students impacted.

Eastern Area: Mrs. Aughenbaugh shared that a visit to Eastern Area Schools for administrators is being planned.

Mr. DiPietro reminded the board that a reorganization meeting will be held in December. He asked for their thoughts about adding a Safety Committee. Dr. DiNinno added that the committee could be helpful for addressing general safety items and also things like playground safety.

The meeting adjourned at approximately 8:58.

An executive session was held from approximately 9:08 until 9:31 to discuss personnel matters.