

**An executive session will be held on October 18, 2021 from 6:00 pm to 7:00 pm to discuss legal matters and to receive information.*

Study Session/ Finance Committee Tax Meeting
October 18, 2021 – 7:00 p.m.
Remote Access via ZOOM
as a result of necessity due to coronavirus pandemic sanctions

Meeting was called to order at 7:04 pm

In attendance: Brian Hawk, Melanie Pallone, Tara Jean Schaaf, Maureen McClure, Lisa Ashbaugh, Jane Miller, Arlene Loeffler, J. Chaparro, Falco Muscante, Tammy Good, Neil English, David Zolkowski, Bob Rizzo, Tina Monroe, Eric Hewitt, Al Pater, J. Gonzalez, W. Wilton, O. Slagle, P. Tomlinson, A. deReuck

ABSENT: Jeanine Hurt-Robinson

Dr. English welcomed everyone to the meeting. He was happy to report that the school is off to a terrific start. Students are back in person, and we are happy to report that we have been able to hold all of our sporting events, homecoming events, and benchmark events thus far. The custodial staff are working hard to keep us safe, and the teaching and administrative staff are assessing and filling gaps caused by the pandemic. Aside from wearing masks, it has been a fairly “normal” start. In addition to the regular Study Session, Ms. Good will provide an update from the Finance Committee regarding taxes. Dr. English then began the review of potential motions for the Regular Voting Meeting.

Discussion/Review of Potential Motions for Approval for Regular Voting Meeting

Personnel

- Paraprofessional Hire(s) - We will be asking for approval of a new paraprofessional for Tenth Street. We are excited about this. Verner is still looking for an additional para at this time. Once again, as we have discussed in the past, if anyone knows anyone that would want to support the District in this regard, it's a wonderful way to spend time, and is a great way to serve others.
- Sabbatical Request – 2nd Semester 2021-2022 One of our elementary teachers has requested a 2nd semester sabbatical beginning January 24, 2022. We will be looking to fill the position with a solid candidate.
- Student Teacher – Mathematics, Penn State (DeLuca, Cooperating Teacher) We will be asking for approval of a Penn State student teacher who will be working with Ms. DeLuca in a spring 2022 placement. This is good news. I was speaking to one of our cooperating teachers, and both Penn State and the University of Pittsburgh both report that Riverview is a District they keep coming back to, as former students report that our Staff is accepting, welcoming, and helpful, and find our District to be a memorable place to learn the ropes. Dr. English, of course, was so happy to hear this, and this supports our family-like atmosphere and mission.

- Precision Substitute Approvals - We have our regular Precision subs for approval as well as the bus driver/van driver/aides for approval. One is for a retro 20-21 approval.
- Bus Driver/Van Driver/Aide – Allegheny Transportation – retro to 20-21 and current for 21-22.
- Supplemental Athletic Approvals – Boys Soccer Volunteer; Cross Country Volunteer; Football Volunteer. We have several volunteer coaches we will be asking for approval. The Assistant football volunteer changes will not need approval, as they will stay the same.
- Supplemental Club Sports – Bowling Approval; Girls Tennis Volunteer Approval - We will be asking for approval of the coaches for the club sport bowling team, and also have a girls’ tennis volunteer requesting approval.
- Supplemental REA Approvals: Guidance Department Chair, Band Asst./Visual Instructor, Ecology Club - We will be asking for approval of several supplemental and annually appointed REA positions as listed.

Dr. English then moved to the Board Governance section of the agenda.

Board Governance

- Board Policies – Second Reading – Policy305, Employment of Substitutes
- Board Policies – Third and Final Reading – Policy 209, Health Examinations/Screenings; Policy 236.1, Threat Assessment; Policy 247, Hazing; Policy 317.1, Educator Misconduct; Policy 332, Working Periods; Policy 803, School Calendar; Policy 824, Maintaining Professional Adult/Student Boundaries; Policy 904, Public Attendance at School Events; Policy 907, School Visitors
- 2021-2022 Booster Budgetary Outline & Game of Chance – Verner Parent Teacher Organization
- 2021-2022 Student Clubs & Budgetary Outlines – Secondary Student Council, Junior Class, Senior Class, French Club (revised), Tenth Street Student Council

Dr. English mentioned that we will be asking for the 2nd and 3rd readings of a number of board policies as listed. We will be asking for approval of the budgetary outline and game of chance resolution for Verner PTO. Additional booster information may be following in next week’s board packet. Finally, we will be asking for approval of the student clubs and budgetary outlines included in this week’s board packet as listed. We may have additional outlines included in next week’s voting meeting packet. He then moved to Education.

Education

- Professional Meeting Requests – Rachelle Poth - Mrs. Poth has submitted several Professional meeting requests as follows:
 - December 1-2, TETC Education Technology Conference – Cost to the district, substitute wage only

- January 26-28, FETC Education Technology Conference – Cost to the district, \$300.00 registration fee and substitute wage
- February 9-10, TCEA Education Technology Conference – Cost to the district \$300.00 registration fee and substitute wage

As you know, we feel this is an appropriate balance of supporting the expertise of this teacher, while still keeping a focus on Riverview students in the classroom.

Dr. English then moved to Student Life.

Student Life

- Exchange Student – EXPEDIS Program - Included in this week's packet was information from a Belgian student who requests attending the Junior-Senior High School in the spring. The student is in 11th grade and will be staying with local relatives if approved by the board. Please refer to the packet for information on the student and the EXPEDIS Program. This student will be attending on a tourist visa. This should be a great experience for this student, and our students as well.

Agreements/Contracts/Resolutions:

- Memorandum of Understanding – Penn State University Student Teachers – As with most Colleges/Universities, we enter into 5-year agreements via a Memorandum of Understanding or an Affiliation Agreement for student teachers. It is time for us to enter into a new 5-year agreement with Penn State. A copy of the MOU was included in this week's board packet, and we will be asking for approval of the MOU at the voting meeting.
- Modern Teacher Subscription Agreement - The Modern Teacher contract is one that we will be utilizing through the ESSER funds for the coming years, and this will provide much needed professional development for administrators and teachers regarding the leverage of our new 1:1 technology in order to provide a more personalized education for our students. This is the professional development that should undergird some of our newfound technological advancements.
- Potential Eastern Area Resolution – We will be asking you to vote to have our solicitor modify the current resolutions set forth by the Eastern Area School Board to aide in the repair of the jointure's roof.

Dr. English then turned the meeting over to Ms. Good to review the Business/Finance and Finance Committee Tax portion of the meeting.

Business/Finance:

- Engagement Letter for single audit for federal funds for 20-21 – This engagement letter is an additional cost addendum to our current agreement with Hosack, Speck, Muetzel & Wood LLP for them to complete the required single audit. The district normally doesn't receive enough federal dollars to require a single audit, but due to the receipt of all of the ESSER funds, the district qualifies this year and are required to have a single audit for the 20-21 school year.
- Engagement Letter for 5-year renewal for Hosack, Specht, Muetzel & Wood LLP – This engagement letter is a renewal agreement for 5 years rather than 3 years. We reviewed county wide costs back in 2016. Hosack, Speck, Muetzel & Wood LLP handles 14/26 of

educational entities in the county. They have only raised our rates by less than \$2,000 over 10 years. I would recommend approving the 5-year agreement.

- Fund Balance Designations – Designations are an annual requirement when closing out the audit. Ms. Good went over the different categories of fund balance and what the funds are allocated to be used for in the future as needed.
- Committed Fund Balance to Capital Reserve Account Transfer – Ms. Good is recommending moving another \$1.4 million from committed fund balance into the Capital Reserve Fund opened a few years ago in an attempt to avoid another bond issue if possible while continuing to maintain the facilities updates as needed.
- Crown Castle Extension and Amendment Agreement (formerly Sunesys, LLC) – Ms. Good explained that this is the 2nd renewal of an old contract from 2012 which was approved and followed all of the Erate rules. Ms. Good explained that the Erate program was a federal program that everyone pays for with a tax that comes off of their telephone bills.
- O.Z. Enterprises – Mr. Pater wants to try this company as a HVAC controls service company for 6 months as a trial term. Falco's office reviewed the agreement and approved it to move forward to the board for approval.
- Snow Plowing – The district received two bid packages, Ricupero and Stockman. Upon review, Stockman's cost was double Ricupero's bid price. The bid package also stated the District wanted to begin deicing and plowing by 6am, Stockman indicated they could not accommodate. It is my recommendation to approve Ricupero.
- Vehicle Disposal – Ms. Good discussed the old vehicle is now not able to be inspected. The body work is too extensive to repair under the steering column, and they do not feel safe passing inspection on the vehicle. The District can try to attempt to sell on the Municipal bid website; and if no luck, we may need to pay to have it towed to junk.
- Wellness Update – The wellness updates are required under the wellness policy. There were no waivers from the Department of Education on the wellness committees. We will likely receive a citation for non-compliance at Verner Elementary for the end of the 20-21 school year AND for non-compliance at Jr/Sr high school for the beginning of the 21-22 school year.
- Primero Edge – Food Service SOS & POS System – Ms. Good requested the board to consider permitting us to update our Food Service Software. If the board agrees to approve now, the payment would be made in the 2022-2023 budget; however, we could begin transition and training now so we are up and running by next school year. The board agreed to move forward.
- Donation – Ms. Good explained that a donation was received for the Grow Pod.
- Ratify VEBH Invoice #20-S18-03-05, \$31,643.50; VEBH Invoice #20-S18-04-05, \$25,996.80
- Pay Applications - Ms. Good explained that Linda will send these home in next week's board packet, and they will be on the agenda for approval.

- Change Orders - Ms. Good explained that Linda will send these home in next week's board packet, and they will be on the agenda for approval.

Finance Committee Tax Meeting

In Summary, Ms. Good mentioned the following as a brief report:

- The Department of Education released the calculated index on September 30, 2021. The adjusted index for RSD for the 22-23 budget is set at 3.4%. Since the district has an aid ratio below .4000, it does not receive an adjusted (increased) index percentage from the State. The MV/PI is considered an indicator of wealth. RSD's continues to reduce which indicates wealth growth and puts us further away from receiving any adjustment to the base index.
- Ms. Good reminded the board that she would once again recommend the board to pass the resolution to NOT raise taxes above the index as it appears based on estimates that RSD will not be qualified to apply for exceptions. Ms. Good walked the board through some samples of the Special Education Exception calculations and the Retirement Exception calculations. Once the board adopts the resolution of not to exceed a tax increase beyond the index, the board will follow the school cost and adopt a proposed final budget in May and the final budget in June.
- Ms. Good explained the impact potential on the potential new tax revenue based on some estimates of assessed value for the 2022-2023 school year.
- Ms. Good went over some revenue trends over the 5 school years. We discussed the growth in the tax revenue vs the minimal growth in state revenue. We discussed this not really changing in the near future.
- Ms. Good went over how our expenditures vs revenues show over spending in 4 previous years. Ms. Good mentioned past boards had to make hard decisions to lessen the impact of the expenditures exceeding the revenues by renegotiating contracts, furloughing employees, reducing programs and many, many more. She suggested they review the long lists that are in the previous budget presentations to refresh their memories.
- Ms. Good also pointed out that in the 2019-2020 and the 2020-2021 school year our revenues are higher than expenditures BUT please don't misunderstand the data. This was a direct result of COVID and less spending and receiving additional federal dollars.
- Dr. McClure discussed some concerns regarding per student spending comparisons. Declining enrollment has a major factor on these calculations. Ms. Good explained there are costs associated for offering low class sizes, maintaining old buildings, high salary and benefit costs, as well as class offerings and graduation requirements. This is a number we should watch and decide what RSD should look like in the coming years and make an impact to reduce these costs to be more fiscally responsible.

Adjournment – 9:04 pm