

## Study Session/Budget Update Minutes

February 1, 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 7:00 pm

In attendance: N. English, L. Ashbaugh, J. Hurt-Robinson, M. McClure, A. Loeffler, M. Pallone, J. Miller, B. Hawk, J. Chaparro, T. Schaaf, T. Good, F. Muscante, D. Zolkowski, C. Monroe, R. Rizzo, A. Pater, E. Hewitt, R. Long, W. Wilton, P. Tomlinson, S. Baden, J. Tuerffs, J. Gonzalez, J. Wessel, D. Engen, J. Vancheri, additional unnamed residents

### Presentation

Dr. English welcomed everyone to the Study Session and hoped that everyone remained safe throughout the weather event and into today. He noted that we would be starting the meeting this evening with 2 guest speakers to discuss this year's audit and to provide details on the bid results for the upcoming capital improvement projects. He then turned the meeting over to Ms. Good to introduce the speakers.

- Hosack Specht Muetzel & Wood LLP – Audit Discussion – Mr. Justin Vancheri explained that the 19-20 auditor opinion letter was a clean audit. There were no issues with the financial statements. He discussed the current fund balance designations and the amounts/purposes of each designation category. He explained that the district was within the state 8% limits on the unassigned fund balance designation. He explained total revenues (24,662,261) and total expenditures (22,393,832 + transfers 1,223,195) created a positive change to fund balance of \$1,045,234. He explained that revenues exceeded budgeted revenues by 3.62% and expenditures exceeded budgeted expenditures by 3.22%. With COVID they were seeing this in all of their districts. He mentioned that the food service account has a goal of breaking even. Riverview is at a loss of 9,908 which shows management is actively watching and maintaining this account. Justin also discussed the PSERS Liability and Long-term debt obligation.
- VEBH – Bid Results Discussion – Mr. Dan Engen and Mr. Jeff Wessel discussed the current construction bids and recommended that the board award the bids at the next voting meeting: R.A. Glancy & Sons, Inc., \$1,129,000.00; East End Plumbing & Mechanical, Inc., \$91,000.00; East West Manufacturing Co., \$1,513,000.00; Merit Electrical Group, Inc., \$436,992.00; and Pennsylvania Roofing Systems, Inc., \$940,000.00.

Dr. English: Third Nine Week Education Plan and Academic Growth Report

**Academic Achievement and Outcomes Report Overview** – Dr. English then gave a brief report on this year's Academic Achievement and Outcomes Report overview. He then shared his screen and showed the summary document that was included in this week's packet to save time, illustrate talking points, and to provide a general overview. . He mentioned that we had also sent the link to the full document (which is also located on our website), as well as a one-page summary that Mr. Gonzalez created that highlights the key points. He also sent that out this week via Facebook (thank you, Mr. Gonzalez, for that). Dr. English then went through the summary briefly, the Administrators from each building had the opportunity to then expound, and then opened the floor for any questions at the end.

**3<sup>rd</sup> Marking Period Report** - Dr. English then went on to talk about the 3<sup>rd</sup> marking period. Our 3<sup>rd</sup> marking period was to begin today, but with the weather-related virtual day, will subsequently begin tomorrow. We appreciated the parents for filling out the survey in a timely fashion, and the Administrators and Administrative Assistants who churned through the data quickly, and finally, the teachers that worked within the confines of their instructional spaces to ensure that we adhered to the 6ft guidelines while trying to get as many students into the buildings as the numbers would allow. He mentioned that we must currently adhere to attestation form that we signed in order to have students in person which requires the strict distancing and mask guidelines as well as cleaning

protocols. That being said, the 3<sup>rd</sup> marking period plan allows for the SPED and K-4 students to attend school 4 days a week and requires the 5-12 students to remain in a two-day hybrid model. We hope that as we emerge from the “substantial” transmission status and vaccinations become more readily available, we will be able to continue to find creative ways to get more students into the buildings as safely as possible, with the next focus area to be the 5<sup>th</sup> and 6<sup>th</sup> graders. We are cautiously optimistic that the current situation will improve, although we are certainly concerned about the troubling reports of the new strains of the virus. Overall, we are working to keep the buildings open as much as we can, and work toward a more “normal” educational model as the current constraints allow and the school year continues to march forward.

## **Announcements**

**Vaccination Update** – Dr. English then continued with a vaccination update. He mentioned that approximately 30,000 educators and school staff are awaiting vaccinations. We have reached out to all of our local pharmacies and medical facilities and no one seems to have the supply. As has been reported, in order to clear out space in the hospitals, 65-75 year-olds, smokers, and people that are high risk were added to the 1A group. This makes sense in terms of freeing up space for our medical facilities. That being said, Riverview has submitted overall numbers (280 doses X2) to these pharmacies and the AIU, who is working as an intermediary with AHN and UPMC to help in the organization of vaccinations for the educators. We hope that we will be able to get vaccinations by late February/early March. Having the additional layer of protection, combined with the decline in cases across the County should hopefully provide to us additional options in terms of instructional models. Once again, we are being cautiously optimistic. Hopefully the State will get through the 1A folks quickly and teachers will be vaccinated as soon as possible.

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

### **Personnel**

- Leave Requests – Article XI(b) – One Request – You will be voting next week on one child-bearing leave for one of our elementary teachers. Her letter was included in the packet. She is due in March and will be returning on the last day of school, June 11, 2021.
- Paraprofessional – Leave of Absence
- Leave Replacement Teacher – Melissa Botta Havran. Also included in this week’s packet is Ms. Havran’s request for a leave of absence from her paraprofessional position. We are happy that she has applied for Emergency Certification to fill in for the open Biology position. This leave of absence will ensure her return to her paraprofessional position next year and will permit her to maintain her current seniority in RESPA, which we wanted to be able to provide to her.
- Paraprofessional Transfer – Class III, 5.5 hour position – to fill open position - Ms. Walker will be transferred from a Class III, 3-hour para, to a Class III, 5.5 hour para due to the resignation of the paraprofessional discussed last month.
- Paraprofessional – Probationary Period Completion - Jennifer Condron will complete her probationary period on or about February 9<sup>th</sup>. You will be voting to end her probationary period next week. Both Mr. Hewitt and Dr. Monroe have been very pleased with her work.
- New Hire – Social Studies Teacher – Next week, we will be asking for approval our new social studies teacher, Mr. Trevor George to replace Mr. Della Sala. Mr. George was vetted through a rigorous interview process, and we believe that he is going to make a great fit as a teacher. He’s charismatic, knowledgeable, humble, hungry, growth-minded, and certainly full of Riverview pride! His references were very strong, many saying that he is one of the best people they have ever worked with. Mr. George impressed the panel through every step in the process. He has a passion for education that comes out when discussing students and learning. His educational philosophy is in line with our vision for our students and our district. The energy he brings is contagious and in his demonstration lesson he connected with the students in a way that had them engaged and excited about the learning. All of the students that participated in the demonstration lessons ranked him as their top choice as well. Mr. George’s experience and energy will be a good fit for our junior high students and

he will be a welcome addition to the high school team as well. You will meet him in person next week, as well as will be approving his start date retroactive to Thursday of last week.

- Sabbatical Postponement – Rachelle Poth - Mrs. Poth has asked to postpone her sabbatical until the beginning of the 4<sup>th</sup> nine weeks. We will have a motion on next week's agenda to request that her sabbatical begin on 3/31/21.
- Sabbatical Leave Extension – One of our current teachers out on sabbatical has requested an extension of that sabbatical. Details are included in your packet this week.
- Unpaid Military Leave Rights – 2/8/21 – 6/10/21 - We will have a motion on next week's agenda for Unpaid Military Leave Rights for one of our RESPA employees. The employee will be absent from 2/8/21 – 6/10/21. Several of our substitute custodians will be filling in during this absence.
- Substitutes - We will be asking for approval of any substitutes through Precision.
- Bus Driver/Van Driver/Aide – Allegheny Transportation – We will be asking for approval of Allegheny Transportation employees as usual.

### **Board Governance**

- 2021-2022 School Calendar - Dr. English reviewed the two calendar versions included in this week's packet. The one with the cumulative days of instruction is the one that is posted on the website for residents and staff. The other is used internally by Central Office and building secretaries. He mentioned that there is not too much controversy about the calendars, but he was certainly open to questions if anyone has them.
- Student Clubs Budgetary Outline – SADD - We will be asking for approval of the annual Budgetary Outline submitted by SADD. This occurs on an annual basis.

Dr. English then moved on to the Education portion of the agenda and asked that Mr. Hewitt to speak about the Program of Studies in more detail.

### **Education**

- Program of Studies – Mr. Hewitt discussed the program of studies. Specifically, he clarified some language in terms of scheduling, processes for withdrawing courses, and graduation requirements in terms of credits. He also added clear language regarding dual enrollment, work release, and the credits those experiences offer. Finally, he discussed delineating the grading scale to ensure that a failing grade would now count for no lower than a 50%. The Board and Mr. Hewitt discussed why this practice is equitable, and why it is needed moving forward.

### **Agreements/Contracts:**

- Affiliation Agreement – Clarion University - We will have two agreements we will be asking for approval for next week – The District enters into agreements with many colleges and universities for student teacher placement. Those agreements are usually for a 4 or 5-year term. We will be asking for approval of an Affiliation Agreement with Clarion University which will expire in June of 2025.
- Letter of Agreement – UPMC-Addiction Medicine Services-Alcohol, Tobacco, Other Drug (ATOD) - The other agreement is for Addiction Medicine Services through UPMC Western Psych. These services are free and are funded through the Allegheny County Department of Human Services Drug and Alcohol programs. The ones that were included in your packet were those received for Verner. We should be receiving the same letter of agreement for Tenth Street. If it is received, it will be included in next week's board packet as well.

Dr. English then turned the meeting over to Ms. Good for the Business/Finance portion of the meeting.

### **Business/Finance:**

- Piano Disposal - Ms. Good explained that Mr. Hart requested that the District dispose of a very old piano that can no longer be tuned. Ms. Good called around to see if the District could

donate it for parts but no one is interested. Vogel (the District's garbage collector) will charge the District approximately \$700 to remove it. Mr. Pater mentioned this topic to Glenn Garrison and Mr. Garrison would like to use the material from the piano for projects in his technology education class. The Board will be asked to permit disposal of this piano and donate it to Glenn Garrison to create an art piece at the February 8, 2021 voting meeting. Mr. Tuerffs has agreed to disassemble the piano.

- Site Manager Position - Ms. Good explained that the Athletic Director has requested a site manager. This is the same as the assistant position he asked for last year. He updated the job description, salary etc. He spoke with Ms. Schaaf about it at the Student Life meeting. He also spoke with Dr. English and Ms. Good. This was also confirmed with the finance committee. The position began Jan 8th for the amount of \$2,000 for 20-21. Funds will be transferred from athletic budget to fill this need. In the 21-22 budget, the proposal is to pay \$4,000 broken out over 4 seasons. More information and discussion will follow.
  - Gas/Diesel Consortium – Ms. Good explained that the District participates in a consortium for bus/van fuel with the Allegheny Intermediate Unit. Due to COVID again this year, previous bid allotments of fuel are not going to be used. Last year, the District had to sell them back. This year, the District has been proactive by liquidating all but 4,500 gallons of gas at no cost (NO payment from the District). In addition, Ms. Good is trying to liquidate about 4,000 gallons of Diesel, but the District will probably not liquidate this without a cost. Ms. Good will continue to keep the Board informed.
  - VEBH Invoices - \$71,630.00 & \$11,200.00 Summer Renovation Invoices
  - Program of Services Budget - AIU
  - Iron City vs Aramark Contract – Ms. Good explained that there will be a contract on the February 8th voting meeting agenda for the Board's ratification. The District had a contract in place with Iron City Rental who provided a mop cleaning service. Aramark acquired Iron City and current services have been substandard. Mr. Pater and Ms. Good worked with Aramark to make significant changes to the service plan and obtained payment credits for the poor service. Mr. Muscante's office has reviewed this updated agreement and have provided the District approval to move forward.
  - Tax Assessment 2021-2022 update
  - PASBO Budget Seminar Date
  - PSERS 2021-2022
  - Healthcare premium update
  - Department Budget Meetings
- Ms. Good provided a budget update on PSERS as they certified the 21-22 employer rate in December. In addition, she certified assessment values from the County and will be presenting this information as well. Her presentation is attached.

Dr. English then advised the board that they will meet in Executive Session at 6:30 pm via ZOOM on Monday with the Regular Voting Meeting to follow at 7:00 pm. As this concluded the items on the Study Session, he thanked all in attendance.

**Adjournment – 10:25pm**