

**An executive session was held from 6:00 – 7:00 pm to discuss legal matters and to receive information.*

Study Session

February 7, 2022 – 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: M. Pallone, M. McClure, J. Miller, S. Garibay, J. Hurt-Robinson, W. Wilton, B. Hawk, T. Schaaf, T. Good, F. Muscante, E. Hewitt (Arrival 7:10), S. Newell (Arrival 7:11), D. Zolkowski, C. Monroe, R. Rizzo, A. Pater, J. Gonzalez, D. Engen, A. Yevdokimova, L Huffman, A. Mayhood, Seth W. ABSENT: J. Chaparro

Dr. English welcomed everyone to the February Study Session. He mentioned that an Executive Session was held from 6pm – 7pm to discuss legal matters and to receive information. He hoped that everyone was well, and he added it is hard to believe that we are halfway through the school year. We are working diligently to ensure that we continue to do our best to make up ground with students, keep them in seats, and to manage the demands of the pandemic, and now the weather, to continue to provide, what we consider as a world class education. We hope the community feels the same. He went on to also congratulate our Senior athletes. The Senior night for the girls is tonight, boys' basketball and wrestling were the last couple of weeks. It has been a successful winter season. Finally, there is a fire today in Verona on Center Street, and we are praying that everyone is safe. We will keep a close eye on that. Since there were a number of guests and discussions on the docket for this evening, he turned the meeting over to Mr. Dan Engen and Ms. Alena Yevdokimova from Draw Collective regarding the last summer of renovation and construction for this year.

Presentation

Dan Engen and Alena Yevdokimova from VEBH/DRAW Collective for the 2022/2023 renovation/construction project

–Mr. Engen explained in detail by building the list of renovations/repairs to be completed by building. A list of the renovations/repairs appears in the minutes. Mr. Engen explained that the District had a starting fund value that included bond proceeds and capital reserve funds that totaled \$9.5 million. The District also agreed to use \$800,000 of Federal ARP/ESSER funds for updates to technology and touch-free devices in bathrooms. The Federal ARP/ESSER funds must be used on projects to mitigate the spread of COVID-19 or assist with enhancing the educational platform to prevent learning loss that is caused by COVID-19. Mr. Engen explained that the funds remaining after project completion should be approximately \$629,000. Due to some supply/delivery issues, this project may not be completed by August 2022 and Mr. Engen was designing bid specifications to include these potential delays.

Mr. Engen also explained to the board that it was necessary and requested to begin a master plan/feasibility study districtwide to look at life cycle, educational space needs, enrollment trends/predictions and determine some options for the district to move forward in not only capital budgeting for facilities but for educational change as well.

Dr. English thanked Mr. Engen and Ms. Yevdokimova. He added that the presentation was very informative as always, and we appreciate our ongoing partnership with Dan, Alena, and Draw Collective. He then moved on to our next speaker this evening, to discuss assessment appeals, Ms. Janet Burkardt.

Ms. Janet Burkardt, from Weiss, Burkardt, Kramer – Assessment Appeals/Interim Appeals – Mr. Burkardt was in attendance to explain the process of interim appeals in regards to the District's board approved criteria and resolution appointment of Weiss, Burkardt, Kramer as the service provider to perform those appeals on the District's behalf. Ms. Burkardt explained the importance to provide fairness on assessments, the District only has the ability to file appeals upon the sale of a property. Ms. Burkardt also explained that an interim appeals is a process designed for new construction only. Filing of interim appeals is based on the issuance of an occupancy permit and allows the District to begin to collect taxes on these properties at a slightly faster rate than waiting on the County. The County is very behind on assigning assessment on new construction AND sales of older properties.

Dr. English thanked Ms. Burkardt for her detailed explanation of Riverview's assessment appeal processes. He added that, as always, she is very detailed in her explanations, and how we appreciate her ongoing service and partnership with the District.

Following the presentations, Dr. English moved to the discussion and review of potential motions for the February Board meeting, starting with personnel.

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

Personnel

- Paraprofessional – New Hire – confirm start date - We will have a motion to confirm the start date of Haley Dawson. It was originally listed "on or about" and for minute records, we will be listing her official start date which was January 3, 2022.
- Precision Substitute Approvals - We will have our routine substitute and bus driver approvals through Precision and Allegheny Transportation
- Bus Driver/Van Driver/Aide – Allegheny Transportation
- Site Manager – Spring Season - We will be asking for approval of the Spring Athletics Events Site Manager (\$800.00)
- Supplemental Approval – Musical Pit (per JHR requested to move discussion to executive session)
- Athletic Worker Approval –Soccer - We will be asking for approval of a Soccer Athletic Event Worker not listed previously.

Dr. English then moved to the Board Governance items.

Board Governance

- Board Policies –First Reading, Policy 218.1, Weapons; Policy 218.2, Terroristic Threats; Policy 252, Dating Violence; Policy 305, Employment of Substitutes
- Board Policies: Second Reading, Policy 006, Meetings; Policy 006.1, Attendance at Meetings Via Electronic Communications; Policy 008, Organizational Chart; Policy 903, Public Participation in Board Meetings; Policy 610, Purchases Subject to Bid/Quotation; Policy 611, Purchases Budgeted

- Discussion of return to in person meetings – Dr. English requested the agenda be changed and this discussion occur after Education.

We will be asking for the first reading of policies 218.1, 218.2, and 252. These policies are being revised to include information regarding our new board policy 236.1, which, as you recall, was the Threat Assessment policy. We will also be asking for the first reading of Policy 305, Employment of Substitutes. Language has been added per Mr. Muscante regarding the Allegheny County Sick Leave Ordinance. We will also be asking for the second reading of the remaining policies listed.

Dr. English then moved to the Education. He added that this week is an education board meeting, and occurs at approximately the end of the semester, purposely. If you recall, recently Mrs. Wilton gave a very detailed report from the education subcommittee. Tonight we will have each elementary principal give a very brief update of any additional information pertinent for the Board, and then we will turn the discussion over to Mr. Hewitt, to provide the same report, as well as a short presentation regarding high school credit requirements, for possible approval by the Board in the February voting meeting.

Education

- Building Updates
- High School Credit Requirements
- Dean of Students/Student Outreach

Mr. Zolkowski gave a brief, 5-minute update on 10th Street, including some upcoming events at 10th Street Elementary. Dr. Monroe also provided a short update on Verner Elementary School, including upcoming events to occur at Verner Elementary School. Finally, Mr. Hewitt provided a brief high school update, and then followed up with a short presentation on credit requirements, and on the Dean of Students position, that currently exists. For the credit discussion, he provided a detailed case study on credit requirements at other schools around the area, as well as advocated for the importance of decreasing the credits by 2, which also provides opportunities for the Forbes Road 9th grade students to engage in the Forbes exploratory program in 9th grade.

Dr. English then moved to the Student Life portion of the agenda.

Student Life

- Participation in the following Model UN Conferences under the direction of Mr. Ken Kubistek:
 - Northwestern University, Evanston, IL (4/7 – 4/10/22)
 - Westminster College, New Wilmington, PA (4/21/22) (chaperone/Mr. Hewitt)
 - Cornell University, Ithaca, NY (4/21-4/24/22)
- Academic Games – Dr. McNally

We will be asking for approval of a number of Model UN Conferences. Mr. Hewitt has agreed to chaperone the students to Westminster College since the Westminster and Cornell dates conflict. Thank you, Mr. Hewitt, for that. In your board packet next week, will be specific information regarding the academic games. This is a yearly event that Dr. McNally oversees. We do not have the exact amount of students yet, which is why it's not included in the study session packet, but there are some years where students make it to the national competition. This is one of those years, and Dr. McNally is expecting

anywhere between 3 and 7 students to attend the national competition in Knoxville. We will be asking for your approval next week for Dr. McNally to supervise students this year.

Board Governance (Cont'd) –

- Discussion of return to in person meetings –

Dr. English then moved to the discussion of returning to in person meetings. He began with Mr. Pater, our Director for Buildings and Grounds, to discuss our current spaces. Mr. Rizzo, Ms. Good, Mr. Pater, and Dr. English were available to answer questions as well. Mr. Pater stated that he and Mr. Rizzo examined a number of locations and found that the Tenth Street Library was too small and was holding the YMCA program and could not be cleaned before use by the board. Mr. Pater also mentioned the auditorium at Tenth Street was not available due to the musical. The cafeteria at Tenth Street was used by the PTO and the cafeteria at Verner was used by RAA. The only remaining spaces available were the HS library and the HS cafeteria. However, the HS cafeteria is currently being used for lunch services due to social distancing tables have been replaced with student desks.

Further discussion occurred regarding, live streaming, hybrid meetings, social distancing, and re-advertising of the board meeting calendar. It was suggested that a motion be placed on the voting meeting agenda to return to in-person meetings and designate a space for meeting location. The expectation was to begin in-person meetings beginning April 2022. Mr. Rizzo & Mr. Pater were to continue examining the space at the HS library and/or cafeteria to create the space needed for April's board meetings.

Agreements/Contracts/Resolutions:

- River Therapies proposal for Speech/Language Services
- J. Martin and Associates Service Agreement – Ms. Good deferred this discussion to her Business/Finance discussion below but did explain that she would be asking the board to approve this contract at the February voting meeting.

Dr. English mentioned that we will be asking for approval of the River Therapies contract. This is needed to provide additional Speech/Language services. Both agreements have been reviewed by our solicitors. Dr. English then turned the meeting over to Ms. Good.

Business/Finance:

- Allegheny Intermediate Unit Program of Services Budget – Ms. Good explained that she has not seen the program of services budget yet, but the motion for approval is annual for member districts. Mrs. Tamburro will provide a copy of the budget to the board upon receipt.
- Ratify Pay Apps – Pennsylvania Roofing Systems in the amount of \$99,949.14, East End Plumbing & Mechanical in the amount of \$14,944.00 – Ms. Good explained that East End Plumbing & Mechanical was a complete close-out with this payment and no retainage left. Ms. Good explained that Pennsylvania Roofing Systems was not a final close-out, there was still a \$5,000 retainage left due.
- Change Order – Pennsylvania Roofing Systems in the amount of \$3,524.98 – Ms. Good explained that this change order was needed to add additional layers of decking to the roof to protect it from the solar array installed to run the grow pod.
- Preparation of Bids and Specifications for the 2022 and 2023 summer renovation projects – Ms. Good explained that a motion would be needed to grant permission for VEBH/Draw Collective

and Ms. Good Business Manager to proceed with development of specifications and bidding of the upcoming summer projects. Ms. Good also reminded the board that a motion will be on the agenda to grant permission to VEBH/Draw Collective and Ms. Good Business Manager to begin the process of master planning/feasibility study.

- Audit Acceptance – Ms. Good reminded the board that Justin Vancheri from Hosack, Specht, Muetzel, Wood would be at the voting meeting to explain the audit from the 20-21 school year and the board would need to vote to accept the audit.
- ACSHIC Trustee Position – Ms. Good explained that the healthcare consortium has a school board opening on their trustees board; and if anyone was interested, to please contact her with their desire.
- Payroll Clerk Position – J. Martin Associates LLC discussion – Ms. Good explained the payroll position has been advertised in the newspaper and placed on the PASBO and PSBA community employment websites. She has only received one application from someone who works at a museum and does not have payroll experience. Prosoft Financial/Harris Technology provided her with the firm of J. Martin Associates to discuss the contracting of a person to assist with payroll process. Mrs. Tamburro, Mrs. Kumar and myself discussed the process with J. Martin Associates, and feel it would be a good fit for Riverview at least in the interim. Ms. Good will be recommending that the board agree to hire this firm from March 1 – July 31st with the option to continue for a the entire 2022-2023 school year if we felt the firm was a good fit. Ms. Good explained that potential savings for the position was \$14,000-\$23,000 depending on the level of need. Ms. Good explained the contract was reviewed by the solicitor’s office and would be sent home in the voting meeting packet for the board.
- Food Service Management Contract Renewal – beginning renewal process - Ms. Good explained that hiring a food service management company is highly regulated process directed by the Department of Education. Districts are required to bid every 5 years. Ms. Good stated she believes 2022—2023 would be year 3 renewal option out of the 5 years. This process would begin soon to start the renewal, and the Department of Education would have to grant approval prior to presentation to the school board. It will be likely that at the March or April meeting the renewal will be reviewed by the school board.
- Budget Update

Adjournment at 10:15pm

**An executive session was held following the Regular Voting Meeting to discuss legal matters and to receive information, beginning at 10:20pm and ending at 12:04am.*