



Riverview School District
Study Session Meeting Minutes
February 10, 2014

Attendance: E. Tillman, D. Tompa, L. Ashbaugh, H. Dolan, M. McClure, L. Vitti, T. Good, M. DiNinno, J. Shoaf, D. Zolkowski, B. Dunkle, Dr. Coudriet, Chuck Erdeljac, Joanne Brownlee, George Coulter, Deborah Ormay, Beth Mellor

Not in attendance: D. Kadylak

Dr. DiNinno announced that Ms. Nix and Mr. Hewitt would not be in attendance this evening due to their covering the Boys' Basketball Game Senior night at the High School.

Dr. DiNinno announced that Dr. Erdeljac had contacted her requesting to speak with the board regarding a program with the Oakmont Carnegies Library.

Dr. Erdeljac and members of the Oakmont Carnegie Library thanked the board for their service to the district and shared details related to ways the library works with the school district to support after school and summer reading programs. Dr. Erdeljac then requested that the board consider a \$5,000 donation to the library to help offset costs for these reading programs. He asked the board to consider the donation as they begin to plan and prepare next year's budget.

Dr. DiNinno shared the following motions with the board explaining that the items will be included as motions for board approval on next week's regular voting meeting agenda:

General:

- i. Highmark Grant - \$5,000 – Dr. Coudriet explained that the grant is meant to assist with increasing student activity in physical education and will assist with the purchase of 11 to 12 spin bikes. She will be assisting the physical education teachers with meeting the requirements of the grant.
- ii. Library fundraiser approval – Lynn Madden and her students made a written request to the board for approval of a recycling fundraiser to help offset the cost of a library circulation desk.



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- iii. Student Teachers/Clinical Observations
 - 1. Carlow College
 - 2. Robert Morris College
 - 3. Saint Margaret's Hospital – Nurse Practicum Students
- iv. Accept 2013-2014 Audit Findings – Dr. DiNinno noted that a meeting will be held on February 14th to go over the audit and if everything is finalized prior to next Monday, the board will be asked to approve the findings.
- v. 2014-2015 School Calendar – Dr. DiNinno explained that the calendar is being built based on state requirements, educational needs, family considerations, and the teachers' contract. A copy of the final draft will be shared with the board this week, with anticipated approval for next week.
- vi. Permission to advertise for solicitation of Transportation proposals – Dr. DiNinno and Ms. Good explained that they are currently working on pulling these documents together and will share more details with the board as the process moves forward.



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- vii. Procurement Card Policy (625) – Ms. Good explained that she is currently completing all required paperwork to move this process along. A policy pertaining to this topic must be approved by the board prior to implementing this process. The first reading of the new policy will be placed on the board agenda this week.
- viii. Approve Preliminary Budget – Ms. Good explained that there will minor adjustments to the budget she shared with the board last week. She explained that a Preliminary Budget with conservative revenue figures and higher expenses will be revised and modified to meet needs as we work through the budget process. A Preliminary Budget must be approved at this point in order to be able to consider referendum exceptions for costs associated with retirement and special education.
- ix. Metz Renewal – Ms. Good discussed a refund that Metz will provide the District as a result of their contract with the district. Discussion pertaining ways to assist the food service company with increasing lunch participation was also held. Ms. Good also explained that Riverview



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Children's Center and St. Joe's Day Care are satellite locations that are supported through the food service agreement.

b. Personnel

- i. The following resignations were shared with the board:
 1. Joe Bosco, Head Custodian, April 2nd
 2. Assistant Baseball Coach
 3. Dr. DiNinno explained that there will be enough boys to field a tennis team this year and as a result, the position is now open.
- ii. Information pertaining to a Long-term substitute teacher position to fill Mr. Hewitt's Social Studies class until the end of the school year was shared with the board. The board asked for more details related to the recommended candidates background.
- iii. Substitute Teachers will be added to the agenda for approval.
- iv. Additions to Supplemental List for 2013 – 2014 school year
 1. Mr. Santavy would like to volunteer as a coach.
 2. Assistant Baseball Coach – this position has been posted and applications are being accepted.



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- II. Dr. DiNinno provided updates on the following items:
 - a. Strategic Plan Meeting #1 – February 13th 11:30 – 1:30
 - i. Dr. DiNinno expressed her gratitude to all who are on the committee.
 - ii. Thanks were also given to Carnivores and Oakmont Bakery for donating lunch items for the first meeting.
 - iii. Dr. DiNinno explained that additional meetings will take place in March, May, July and September and that committee meetings will also be held with smaller groups as required by the state and to create subsections of the plan.
 - iv. Dr. DiNinno explained that she wants to obtain as much feedback as possible from different District Stakeholders and to use the Strategic Plan as a tool for reflection, monitoring District progress, and taking the District into the future. She indicated she is committed to using the plan in a meaningful manner and wants to genuinely collect input from all stakeholders to develop the plan.
 - b. Dr. DiNinno explained that she met with the IU to discuss the potential District takeover of the English as a Second Language program. She indicated that she



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would like to proceed in this manner as it would assist the District with promoting a currently demoted teacher back to full-time status and that the District has three teachers who are actually able to teach ESL in a highly qualified status at different levels. A cost savings to the District would also be incurred.

- c. Dr. DiNinno reminded the group that the next Education Committee & Student Life Committee Meeting will take place on March 3rd and that Dr. Coudriet and Ms. Nix will be contacting the Committee Chairs to create agendas.
- d. Dr. DiNinno reminded everyone that Kindergarten Registration begins February 17th and will last through the end of March. Parents should contact the school to register.
- e. Mr. Dunkle reviewed details pertaining to an Emergency Management Meeting he held with various emergency response stakeholders from Verona, Oakmont, and the School District. He explained that the group is working on updating the current plan and assisting staff with being prepared for an emergency. Dr. DiNinno then asked the board if they would be willing to provide office space for local police officers in each building. The board agreed that this was a good idea. Dr. DiNinno and Mr. Dunkle indicated that they will begin to work on this and



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hope to have it in place as soon as possible. The concept would provide additional police visibility, encourage kids to build relationships with the local police and the district would not incur a cost as a result of the action

The meeting ended at 8:55. No executive session was held.