

Riverview School District

Study Session/Budget Meeting #1 Agenda – March 11, 2013

Central Office Conference Room - 7:00 p.m.

In attendance:

Margaret DiNinno, Ernie Tillman, Dave Kadylak, Frank Thompson, John Hackworth, Heidi Dolan, Lisa Ashbaugh, Lois Vitti, Tiffany Nix, David Zolkowski, Lynn Black, Bob Dunkle, Kate Wilcox- Valley News Reporter

Peggy DiNinno indicated that the following motions will be placed on the March 18, 2013 board agenda for approval:

Personnel:

- Resignations: 2 employees
- Change of Status: 1 Paraprofessional
- Hires:
 - Additions to substitute list
 - Athletics
- Approval of:
 - 2013-2014 School Calendar – Discussion and comments were provided by several board members regarding the school calendar. It was agreed that the words “(no school)” would be added to all sections of the calendar pertaining to holiday breaks and nine week endings. Additionally, the November Professional Development and Parent Teacher Conference Days will be switched.
 - Teacher / Math Workshop Attendance - Lynn Black and Tiffany Nix provided details pertaining to Heidi Telin (Verner elementary teacher) who was invited to attend an Everyday Math workshop at no charge. The district would be responsible for providing a substitute teacher. Additionally, the attending teacher will be responsible for providing RSD staff with Professional Development.
- Leaves of Absence: 1- (Unpaid)

Other:

- Eastern Area Special Schools Joint Committee – Mr. Thompson provided the board with details related to this agreement.

- IU Budget – potential to approve. Mr. Thompson indicated that we have not been provided with a budget for approval as of 3/11/13.
- Pel Industries Inc. Agreement (potential revenue). The board reviewed an agreement provided to the Athletic Director by PEI Industries to provide the District with 8% of proceeds for the right to sell RSD apparel in local stores. The board asked Mr. Thompson to investigate how many other districts are in similar agreements, if RSD is currently in a similar agreement with any other companies or organizations, and if the RSD logo is trademarked.
- Mrs. Black and Mrs. Nix provided details regarding Pupil Personnel Services professional development and strategic planning for counselors and school nurses. Facilitation of the development of a comprehensive K-12 Guidance program following the ASCA Model, through a consultant, will be provided beginning with the Professional Development Day on April 29th.

Finance Matters:

- Student Information System/PIMS needs (SIS) –and- Business Office Financial/HR System
 - Mr. Bob Dunkle presented research and information on the need to obtain a new business office financial and human resource system and student information system. He explained that the current systems are not meeting the district’s needs. Data shared included a comparison of different companies across the country and the services they provide, a post system presentation survey of staff, a summary sheet detailing current costs for the system being used, purchasing costs/annual fees for the new system being recommended, a folder from Harris School solutions providing service details, and a consulting report that analyzed local school districts and how they are currently meeting these demands. The administration is recommending that the district purchase and use the Harris School solutions package in order to assist with updated and more efficient operations. Mr. Dunkle explained the importance of being able to verify and validate data in lieu of having to manually upload mandated and critical data. Mr. Dunkle explained the significance of accurate data and its impact on multiple areas of the organization, including student and employee reports. Details pertaining to The Harris Solution product were summarized and costs were provided. The board and administration discussed potential ways to fund this product. Frank Thompson agreed that more efficient financial and human resources support is needed in the business office.
- Tax Assessments – update (Deed Transfers and Delinquent Taxes) Mr. Thompson provided an update on these items and indicated that a motion at the county level has

been passed allowing residents to file additional appeals. This will impact the development of the 2013-2014 budget.

Budget Session #1:

- **Introduction to Budget Work Session / District Overview – Peggy DiNinno**
 - Peggy DiNinno provided a presentation detailing background information and other variables impacting the development of the 2013-2014 budget. These variables include revenue neutral millage, county reassessments, economic conditions, Act 1, index limits, gaming funds, PSERS, staffing needs, school safety needs, facilities, curricular needs, health care costs, new health care laws, cyber and charter school tuition, etc. Information was shared regarding revenue sources and expenditures. On overview of approximately \$200,000 in reductions since the January preliminary budget was shared, fund balance details were provided, and capital projects needs were reviewed. Millage rates, debt service, trust funds, and food service funds were reviewed. Mrs. DiNinno then shared data related to community population trends, student enrollment data, PDE enrollment projections, historical budget data, historical millage data, and historical staffing data. A budget timeline was shared along with a recommendation that the current administration and board of school directors recognize the impact that decisions made when refining this year's budget will have a significant impact on the future budgets and programs. Mrs. DiNinno indicated that using the Dashboard to project funding needs out into the future will be critical to making strong and responsible decisions now - that will impact the future of RSD. Mrs. DiNinno ended her budget presentation asking Mr. Thompson to review the current state of the preliminary budget with the board.
- **Budget Review – Frank Thompson**
 - Mr. Thompson presented the board with a summary of the differences between the expenditures listed in the January 2013 preliminary budget and the expenditures contained in the March 2013 preliminary budgets. He indicated that approximately \$200,000 has been eliminated from expenditures since January. Mr. Thompson explained that the current preliminary budget was built using the assumptions that health care costs will increase by 5%, PSERS costs will increase by 4.5%, current state and federal preliminary budget numbers were used, and county assessments will be delayed. He explained that the current preliminary budget was built using the analyzed results of historical data associated with local income, real estate, deed transfer, and delinquent tax projection increases. Mr. Thompson explained that new construction was delineated using lot numbers, addresses, and change orders. Mr. Thompson and

Mr. Hackworth reminded the board that it is not always possible to determine when new construction numbers will come on the tax roll. Additionally, Mr. Thompson explained that the budget is being built under the assumption that all educational and athletic programs will be maintained, attrition will be used when employees retire or resign, and staffing decisions will be adjusted based on student enrollment and course tallies.

The following reference data was also provided to the board during the budget work session:

- **Kindergarten Registration – Registration ends on 3/27/13**
 - **Current Enrollment (3/8/13)**
 - **Tenth Street - 21**
 - **Verner - 15**
- **Current Student Enrollment figures**
 - Tenth Street – **341** (Class sizes range from 15 to 22)
 - Breakdown of Enrollment:
 - (K)-49, (1)-38,(2)-52, (3)-39, (4)-52, (5)-65, (6)-46
 - Verner- 183 (Class sizes range from 9 to 17)
 - Breakdown of Enrollment:
 - (K)-33, (1)-26, (2)-20, (3)-25, (4)-23, (5)-32, (6)-24
 - JHSH – 496
 - Breakdown of Enrollment:
 - (7)-86, (8)-76, (9)-82, (10)-80, (11)-97, (12)-75

Peggy DiNinno provided the board with an update on homecoming dates for the 2013-2014 school year.

- Homecoming Date Set for 2013-2014 School Year
 - Thursday September 26th and Friday September 27th. - Athletic Games Under the Lights
 - Saturday September 28th - Dance

There was a brief executive session following the Study Session to discuss personnel matters.