

Riverview School District

Study Session Minutes – November 12, 2012

Central Office Conference Room 7:00 p.m.

In attendance:

Margaret DiNinno, Arlene Loeffler, Dori Tompa, Ernie Tillman, Dave Kadylak, Frank Thompson, John Hackworth, Heidi Dolan, Lisa Ashbaugh, Jay Moser, Tiffany Nix, Lynn Black, Jason Shoaf, Bob Dunkle, George Guido (reporter).

The following items were presented by Dr. DiNinno as potential motions for board consideration. These potential motion items were then discussed with the board.

- Appointment of Ashely Duncan as a long term substitute to replace Jill Waffensmith – (maternity leave) Mr. Shoaf will provide information pertaining to this recommendation.
- Appointment of additional teachers as Targeted Assistance teachers at Tenth Street Elementary. (Steve Rowe, Melissa Walewski, Krista Simon, Cathy Favo, Annemarie Rodrigues).
- Appointment of teachers as core content- teachers of record for Alternative Education program (M. Walsh, B. Pegher, T. Andrulis, and B. Lindeman).
- Appointment of an online Apex Sociology Enrichment course teacher.
- Appointment of student teachers for Spring 2013 semester.
- Move L. Ruggiero from 50% to 100% as the Language Arts Coordinator at Verner Elementary School.
- Approval of Finance Committee Minutes (submitted by Frank Thompson)
- Approval of Education Committee Minutes (submitted by Lynn Black)
- Eastern Area Specialty Schools motion to approve budget and balloting by mail. (Frank Thompson)

- Motion to participate in First Energy – Revenue Sharing Initiative (Frank Thompson)
- Consideration of a Volunteer Policy (Peggy DiNinno – Discussion matter only.)
- Approval of Spring 2013 Band/Field Trip – Mr. Moser indicated that the trip will take place beginning on April 25th, 2013. Mrs. Dolan also shared samples of some of the band uniforms that are being considered for purchase.
- AFS Student Enrollment – Mr. Moser provided information pertaining to required documentation and his recommendation to admit the student.

Additional Discussion Items:

Bob Dunkle reported on the status of the district's keyless entry systems and security cameras indicating the potential need to add additional cameras in areas not currently being monitored by the cameras. He also discussed the replacement of current light bulbs for outside venues as a means for reducing energy and saving costs.

Peggy DiNinno thanked all who assisted with preparing for the closing of our schools during Hurricane Sandy. She explained that the school day will need to be made up using the first scheduled make-up day - February 18, 2013.

Tiffany Nix provided an overview of the Middle School Student Transition Plan components along with budget considerations. Ms. Nix explained that a newsletter will be sent home to all parents of grade six students. Additionally, funding and support for the program has been acquired thanks to the students in Barb Stewart's Foods Class, donations made by the PTOs, and a food donation from Panera Bread.

Peggy DiNinno congratulated the band and student athlete, Tim Wagner. Mrs. DiNinno shared a letter from the Apollo-Ridge superintendent commending the Riverview Band for their performance and support of the Apollo-Ridge Band during a football game. Mrs. DiNinno also shared a letter from Westmoreland Insurance Services indicating that the company has awarded student athlete, Tim

Wagner, the MVP designation as a result of his performance during the Riverview / Springdale football game. Westmoreland Insurance will be providing Tim with a jacket and donating \$250 to the district's athletic department.

Finance Matter Discussion:

Peggy DiNinno explained that in order to prepare for the development of next year's budget, all administrators were asked to create three lists pertaining to budgetary needs for the 2013-2014 school year. The lists include:

- Essential items needed to support student achievement.
- Items recommended in addition to the essential items in order to support student achievement.
- Capital Improvement needs.
- Technology needs.

Administrators will present the lists to the Superintendent and Business Manager at the next administrative team meeting planned for the end of November. The lists will be cross referenced, items will be prioritized, and recommendations will be made as we continue to develop the 2013-2014 budget. This information will then be shared at the next Finance Committee meeting.

Mr. Hackworth recommended that a list of items that could be eliminated from the budget also be considered.

Mr. Thompson then shared the following updates with the board:

- 2013-2014 Preliminary Budget
 - December 17th deadline - tax assessments
- Summary of information shared at the Allegheny County Business Managers Finance Meeting conducted by the IU this week.
 - Estimated 10% increase in Health Care cost
 - PSERS Retirement rates are expected to increase – rates to be set in December
- Some discussion occurred between Mr. Thompson and several members of the board pertaining to the difficulty school districts will face with regards

to preparing a 2013-2014 budget -- due to uncertainties associated with assessment appeals, new construction, outstanding appeals, etc. The group discussed the need to obtain more accurate assessment appeals data, including outstanding appeals and projections. The group agreed that the situation will need to be monitored closely and more accurate information will need to be collected – likely well into the month of June.

- Edunet training was conducted this week with central office staff in an effort to update employees and ensure that multiple people are able to assist with processing purchase orders as efficiently as possible.
- Meetings will be held this week to examine potential more timely methods for implementing some portions of our purchase order systems (Office Depot, Hampton, Co-Stars). Follow-up will be provided to the board on where we are with purchase order processes.
- Mr. Thompson explained that the Annual Financial Report has been filed and a final audit report will be provided sometime in December.

The board held an executive session to discuss personnel matters immediately following the Study Session.

Submitted by: Margaret DiNinno 11/15/12