



## Board of School Directors Committee Meetings Minutes Wednesday, March 14, 2018

Generated by Renai Cardillo on Tuesday, March 20, 2018

**Members present:** Nicholas Braccio, William Brong, Janet Flisak, Matt Holliday, Ken Keith, Thomas Kwiatkowski, Stephen Nelson, Donna Scheuren

**Members absent:** Scott Jelinski

**Others present:** Lisa Ball, Tamara Callahan, Bill Coddington, Sharon Fuhrman, Frank Gallagher, John George, Jon Graf, Catherine Heller, Christopher Hey, Ray Kase, Katie Kennedy-Reilly, Dennis Stanton, William Stone and Megan Zweiback

### 1. Finance Committee

#### 1.1 MCIU Budget Follow-Up Discussion

Finance Committee Chairperson Mrs. Scheuren called the meeting to order at 6:34 P.M.

Mrs. Scheuren announced that the Executive Director of the Montgomery County Intermediate Unit, Dr. John George was in attendance this evening and thanked him for attending. Dr. George thanked the Board for the opportunity to attend the meeting and encouraged the Board to ask questions.

A discussion occurred surrounding the proposed renovations to the M.C.I.U. property located at 1605 West Main Street, Norristown. Dr. George noted that there are approximately 470 children receiving services at this location. The programs currently operating include Head Start, PreK Counts and Early Intervention. Dr. George also noted that the majority of the students in attendance are from the Norristown area and while it is safe for its current operation, there are HVAC and plumbing concerns that need to be addressed. In addition, the roof and updated windows and doors are also a concern.

The Board asked numerous questions concerning the specific location and possible alternatives. Dr. George responded that at this time a reasonable alternative does not exist that would permit the M.C.I.U. to continue operating under the requirements of the grant programs. Dr. George explained the creation and relocation of the programs back to the 1605 West Main Street property, from other outside locations, resulting in an overall cost savings to the M.C.I.U. Mrs. Scheuren commented on the aggressive approach and the positive results.

Additional discussion occurred regarding the operating budget of the M.C.I.U. and the stipulations required by Federal guidelines to maintain its eligibility for operation. Discussion also occurred concerning the poverty rate in Montgomery County and need for social services. Dr. George discussed the mission of the M.C.I.U. and the ancillary benefits that are received by all school districts. Dr. George also discussed the change in philosophy and methodology of the M.C.I.U. which are conducive to a reduction in 1:1 aides as students transition from Early Intervention programs to a regular classroom.

Dr. Gallagher confirmed that new discussion and practices have created a unified line of communication between the M.C.I.U. and the special education department as students enroll into the SASD.

Mrs. Scheuren thanked Dr. George for coming to the meeting.

A brief recess began at 8:20 P.M.

#### 1.2 Approve SAHS Yearbook Publishing Contract

Mrs. Scheuren resumed the meeting at 8:27 P.M.

Mr. Stone announced that in an effort to best comply with mandated purchasing regulations, it was requested that the High School solicit Requests for Proposal ("RFP") for a yearbook services contract. The SAHS annually produces the yearbook to be sold to students and a third party company is utilized to assist with the design, development and printing of the yearbook. Mr. Stone noted that all funds (receipts and expenditures) are processed through the SAHS Student Activity Account, and yearbook sales operate on a break-even basis (no profit or loss). Cheryl Boyda, SAHS Yearbook Adviser, and Lisa Snedaker cooperatively developed the specifications for the RFP. It was publicly available

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on the SASD website from December 12, 2017 to February 5, 2018. The specifications required that vendors complied with strict guidelines for the software that would be used in the design of the book. A three-year contract was sought, and four (4) vendors submitted responses. Upon review it was decided that Balfour Publishing Company be awarded a 3-year contract to publish the yearbook.

Mr. Stone reminded the Committee that this approval does not impact the General Fund; expenses for the yearbook are paid for by the students.

The Committee agreed to move this item forward for Board action.

### **1.3 Athletic Sponsorship Program**

Dr. Gallagher announced that this was a preliminary proposal for the School District to partner with businesses to generate additional revenue to support general District programming.

Mr. Stone noted that the initial focus would be on athletic sponsorships as the District possesses high-visibility, top notch facilities and a network of well-respected local, regional and national partners. Mr. Stone reviewed the proposed sponsorship opportunities which included signage, logo placements and naming rights. Mr. Stone noted that companies can contribute from either charitable or marketing budgets.

High School Athletic Director Dennis Stanton noted that we are interested in partnership agreements and not simply advertising. Mr. Brong asked about contract length and Mr. Stone responded that initially the expectation is for three years. Mr. Kwiatkowski reminded to inquire about zoning and local regulations concerning signage prior to approval. Mr. Nelson asked about a full-scale marketing plan which would make the opportunities available to the public. Mrs. Scheuren asked about a timeline and Mr. Stone responded that Administration is hopeful to make a recommendation by mid April.

### **1.4 2018-19 Budget Update**

Dr. Gallagher noted the difficulty in mitigating the \$4M charter school costs and the frustration that continues because of the lack of charter school reform. Dr. Gallagher also noted that he would be speaking on a Charter School Reform Panel on Friday, March 23 and that a series of Superintendent's Corner messages will be generated based upon the timing of legislative discussions in Harrisburg.

Mr. Stone highlighted a summary of major expenditure and revenue changes reflecting increase which included teacher salaries, PSERS retirement increases, charter school tuition, health care costs, tuition to out-of-district placements, special education transportation, and general supplies. Major expenditure decreases are anticipated in claims and judgements, interest-serial bonds, vocational education tuition, capital equipment purchases and other professional services.

Mr. Stone indicated that RFP's are being prepared for transportation services, special education services and also for office printer/copier services in an effort to obtain competitive pricing. Mr. Stone also noted that EIT and revenue projections are still expected to grow.

Discussion occurred noting the challenges to continue to balance quality programming without sacrificing student programming. Mrs. Scheuren reiterated the Board's position on Act 1 and the hard work needed to create a budget that benefits the whole community.

Mrs. Scheuren adjourned Finance Committee at 9:40 P.M.

## **2. Education-Personnel Committee**

### **2.1 Special Education Plan**

Mr. Kwiatkowski called the Education-Personnel meeting to order at 9:41 P.M.

Director of Pupil Services, Mrs Sharon Furhman explained the PDE requirement of the Special Ed Plan. Lead Special Education Supervisor, Mrs. Megan Zweiback gave some of the the demographics of the students currently being served by our special education program. The specifics outlined intervention teams, modifications, differentiated instruction, OT, PT and other programs.

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Mrs. Zweiback outlined the various programs including Vantage and out-of-district placements. Mrs. Zweiback noted that the STARR Program has expanded and that we currently have 17 students in the program.

Mrs. Fuhrman said the Special Education Plan must be made available to the public and posted online for 28 days for viewing. The Board will be asked to approve the Plan in April.

Mr. Kwiatkowski adjourned the Education-Personnel Meeting at 10:04 P.M.

**3. Operations Committee**

3.1 Approve Recommendation for Door and Bleacher Replacement

Mr. Brong called the meeting to order at 10:04 P.M and noted that the Food Service agenda item has been postponed.

Mr. Ball summarized the specifications of the project, which includes the full replacement of bleachers at Indian Valley, plus the replacement of several sets of exterior doors. The project also included the replacement of several exterior doors at Indian Crest. Mr. Ball recommended to award the General Construction to Walter Brucker, and the electrical construction to MJF. Mr. Ball commented that the entire bid is within the original projected cost of the project.

Mr. Brong noted that some of the the demolition work will be done by in-house staff which may allow some recoup of costs.

Mr. Kwiatkowski asked about the specifics of the electrical work and Mr. Ball explained that it is for the bleacher motor and electrical card readers for exterior doors.

Mr. Ball commented on previous positive work experiences with both contractors.

The Committee agreed to move forward to the March 22, 2018 meeting for Board Action.

Mr. Brong adjourned the Operations Committee Meeting at 10:13 P.M.

**4. Technology Committee**

4.1 First Reading of New Policy No. 832 - Email Retention

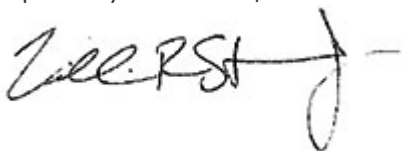
Mrs. Flisak called the meeting to order at 10:14 P.M. and noted that the current projects presentation would be postponed.

Dr. Gallagher noted that this was the first reading of a new policy and Director of Technology Mr. Kase said this is the first policy impacting data retention. Mr. Kase said this policy will comply with education law. A brief discussion occurred about the guidelines and parameters used for district email.

The Committee agreed to move forward for a second reading on March 22, 2018.

Mrs. Flisak adjourned the Technology Committee Meeting at 10:24 P.M.

Respectfully Submitted,



William R. Stone  
Board Secretary