



Board of School Directors Committee Meeting Minutes - Wednesday, April 11, 2018

Generated by Renai Cardillo on Wednesday, April 11, 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: Frank Ball, Lisa Ball, Barbara Coale, Bill Coddington, John Franzen, Sharon Fuhrman, Frank Gallagher, Laura Heineck, Christopher Hey, Katie Kennedy-Reilly, Jeremy Miller, Tom Overberger, William Stone, and Jennifer Toby.

1. Education-Personnel Committee

Mr. Kwiatkowski called the meeting to order at 6:45 P.M.

1.1 Approve School Counseling Plan Chapter 339

Dr. Gallagher noted that the completion of this plan is required as part of the PA School Code under Chapter 339. It is due to PDE by June 30.

Mrs. Fuhrman commented that it is a useful resource to develop career readiness for all students. The SAP (Student Assistance Program) team will continue to meet twice a year to update and revise the plan as needed.

Elementary School Counselor Barbara Coale read the mission statement of the SASD Counseling Program. In addition to addressing academic achievement it also includes goals for students that are linked at the secondary level to the Pathways 360 program. Ms. Coale noted that the plan also includes personal, social and emotional goals for students. Ms. Coale outlined the role that counselors have within a school. Ms. Coale also noted the collaboration with teachers and parents to coordinate 504 plans, classroom evaluations and review standardized assessments.

Middle School Counselor Jennifer Toby discussed middle school guidance counseling services. Ms. Toby also discussed the guided instruction for bullying prevention, time management, stress management, and use of Connections time to reinforce behavioral understanding.

High School Counselor Tom Overberger outlined the responsibilities of a high school counselor. Mr. Overberger noted that the Pathways 360 Program has helped to facilitate this work. He elaborated on the coordination of dual enrollment programs at MCCC and DelVal. Mr. Overberger commented that one of the major concerns that are addressed by the Guidance department are mental health crises and counseling. Mr. Overberger commented that the school district is often responsible for coordinating therapeutic and hospital based resources. He noted the close working relationships with alternative schools to facilitate and maintain transition status. Mr. Overberger also commented on the planning and coordination with the high school Link Crew program to promote transition activities, as well as organizing college fairs and financial aid seminars.

Mr. Kwiatkowski reminded the committee that the Board needs to take formal action to approve the plan at the April Board meeting.

A discussion occurred that included comments on the resources needed to support the case loads at each of the schools. The ratios of counselors to students was discussed as well as suggested changes to procedure that could assist during times of demand. Mrs. Fuhrman noted that school psychologists are also a crucial component of student support services.

The Committee agreed to move forward for Board action.

Dr. Gallagher thanked the counselors for their presentation and discussion.

The Education-Personnel Committee adjourned at 7:44 P.M.

Board of School Directors Committee Meeting Minutes
Wednesday, April 11, 2018
Page 2

2. Operations Committee

Mr. Brong called the Operation Committee Meeting to order at 7:48 P.M.

2.1 Approve No Cost Change Orders

Mr. Stone noted that the E.M.C. project is currently behind schedule by approximately 40 days. The change orders that are being presented will extend the schedule, but ensure that the contractors cannot attempt to charge the District for the extra time. Because of a brief time contingency built into the initial schedule, the new addition is expected to be completed prior to the start of next school year and the targeted completion for the entire project is now October 2018. A brief discussion occurred concerning the underground storage tank removal coupled with inclement weather and its impact to the original schedule.

Mr. Stone noted that the change orders do not address the additional construction management time and costs associated with one set of modular classrooms. Mr. Nelson asked for an analysis of liquidated damages due to the construction schedule changes and Mr. Stone said this information would be reported in the Weekly Update.

It was agreed to move the change orders forward for Board Action.

Mr. Brong adjourned the Operation Committee Meeting at 8:01 P.M.

3. Finance Committee

Mrs. Scheuren called the meeting to order at 8:05 P.M.

3.1 Approve the 2018-2019 North Montco Technical Career Center Budget

Dr. Gallagher noted the student formula used to calculate the districts' contribution for the 2018-2019 school year resulting in a \$181K decrease from the previous year. Dr. Gallagher also noted that this budget allows for growth of the Mechatronics program and praised Charlie Amuso for his service as interim director.

Mr. Brong commended the staff of North Montco Technical Career Center on the implementation of new student programs as well as the proposed creation of programs for the community.

The Finance Committee agreed to move the budget approval forward for Board Action.

3.2 Approve Sponsorship Agreement

The Administration is recommending the approval of a sponsorship agreement with Grand View Health for the Souderton Area High School stadium and gymnasium. Mr. Stone reviewed the key terms of the agreement including morality and termination.

Mrs. Scheuren inquired how sponsorship opportunities would be marketed and Mr. Stone responded that a flyer has been created that will initially be shared through a number of District channels. Mr. Holliday asked how the sponsorship pricing was established and Mr. Stone replied that the only market support was the Pennridge School District had previously partnered with Grand View Hospital.

Several Board members praised the initiative. Mr. Kwiatkowski inquired about the maintenance and liability on the outdoor signage, and Mr. Stone promised follow up in the final agreement.

The Finance Committee agreed to move forward for Board Action.

Board of School Directors Committee Meeting Minutes
Wednesday, April 11, 2018
Page 3

3.3 Approve Voluntary Contribution Agreement

Mr. Stone explained that the District had previously entered a Voluntary Contribution Agreement with the Lutheran Community at Telford ("LCT") in 2009, and the initial term is expiring. These institutions are granted exemptions from property tax by the County Board of Assessment, meaning that the District no longer collects property tax revenue. PILOT agreements are struck in order for both parties to avoid litigation costs for assessment appeals and reach a "happy medium" where both parties benefit financially.

The new agreement increases the percentage of real estate taxes paid from 20% to 25%. This will have a two-fold benefit: (1) increases the amount of revenue by approximately \$9k for 2018-19, and (2) will further increase revenue as LCT completes several significant construction projects that will increase the overall assessed value of the property.

A discussion occurred about the process of taxing non-profit communities. Mrs. Flisak inquired about changing the term of the agreement from 10 years to five years.

The Finance Committee agreed to move forward for Board Action, pending additional information on possibly changing the length of the agreement.

3.4 Approve 2018-2019 General Supply Bid List Pricing

Mr. Stone discussed the general bid price solicitation for 2018-19 including a significant reduction in the number of items to be purchased. Mr. Stone also explained that this is a more need-based purchasing model and believes it will also eliminate vendors who are unable to fulfill bid quantities. The list of supplies was sent to seven reliable vendors in the COSTARS/Commonwealth of Pennsylvania's cooperative purchasing program, AEPA/Association of Educational Purchasing Agencies and NIPA/National Intergovernmental Purchasing Alliance. The Administration is seeking the approval of the general supply price list for 2018-19 purchases.

A brief discussion occurred regarding inventory and purchasing practices.

The Finance Committee agreed to move forward for Board Action.

3.5 RFP Recommendations

Mr. Stone commented that the Administration will have recommendations for three outstanding RFP's at the April 26 Board meeting:

- Copiers and Printers
- Special Education Transportation
- Special Education Services [Patient Care Assistant (PCA's) and Board Certified Behavioral Analyst (BCBA's)]

3.6 Approve 2018-2019 Proposed Final Budget

Dr. Gallagher announced that the administration is requesting the approval of a Proposed Final Budget that currently has a deficit of about \$3.1M. and reflects a recommended 2.4% real estate tax increase.

Mr. Stone reviewed budget preparation documents that reflected reductions made since the March Finance Committee meeting and additional known and planned reductions. He noted future considerations that included additional retirements, staffing reductions, results from RFP's, transportation negotiations, IVEF contributions, updated health care data, charter school tuition calculations and local revenue reviews.

Mr. Stone reviewed a Detailed Budget Report which reflected the emerging 2017-2018 spending alongside the proposed 2018-2019 budget.

Mr. Stone commented that the next step would be a budget update at the May Finance Committee Meeting followed by the presentation of the Final Budget at the June 6 Finance Committee Meeting and Board approval on June 21.

A brief discussion occurred on the budget approval process with Mrs. Scheuren asking about the last date for Budget approval. There was also discussion about a closing date on the sale of the Hilltown property and the anticipated proceeds. Mr. Stone reminded that those funds must go into the capital fund account and be used for building improvements.

Board of School Directors Committee Meeting Minutes
Wednesday, April 11, 2018
Page 4

Additional discussion included Safe Schools and block grants as well as the timing and results of the outstanding Request For Proposals. State funding and the State budget were also discussed.

The Finance Committee Meeting was adjourned at 9:33 P.M.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "W.R. Stone", followed by a horizontal line extending to the right.

William R. Stone
Board Secretary