



Board of School Directors Committee Meeting Minutes Wednesday, May 15, 2019

Generated by Renai Cardillo on Thursday, May 16, 2019

Members present: Janet Flisak, Matt Holliday, Ken Keith, Thomas Kwiatkowski, Stephen Nelson, Donna Scheuren, Courtney Barbieri

Members absent: Nicholas Braccio and William Brong

Others present: Brigitte Bagocius, Brandon Bilohlavek, John Franzen, Jamie Doyle, Frank Gallagher, Bill Hazel, Christopher Hey, Brian Pawling, Katie Kennedy-Reilly, Walt Salvesky, David Thayres and Megan Zweiback

1. Finance Committee

Mrs. Scheuren called the meeting to order at 5:06 PM

1.1 Presentation - Jamie Doyle from PFM on 2013 Bond Refinancing Options

Dr. Gallagher introduced Jamie Doyle, Managing Director at PFM, the financial advisor for the school district.

Mr. Pawling noted that upon joining the school district administration there had been a recommendation to refinance the 2013 bond series. Ms. Doyle distributed a handout that detailed a Municipal Market Update and a 10-year spot analysis. She also reviewed the SASD Outstanding Indebtedness.

A discussion centered on the potential savings and the timing of the sale. The Committee was asked to approve a "parameters" resolution that will allow the Board, Administration and financing team to execute a negotiated bond sale for refinancing certain District bonds.

Mr. Pawling noted that the timeline for the transaction would include approval tonight to recommend formal approval at the May 23rd Board Action Meeting. Ms. Doyle discussed the optimal timing of the transaction, as there has been speculation surrounding a possible Federal Reserve rate increase.

Mrs. Schuere commented that timing does seem advantageous. Mr. Holliday asked about an existing bond with a call date of today and Ms. Doyle responded that the interest rate is so low that there is not a market for this type of refinance, at this time.

The Committee agreed to move forward for Board Action.

1.2 2019-20 General Fund Budget Update

Dr. Gallagher noted this as another update to the budget development process.

Mr. Pawling recalled that on the proposed final budget as presented in April there was a \$2.6M deficit. Since that time, Mr. Pawling commented on several updates and revisions that have reduced the deficit down to \$40K. He explained that there have been budget refinements in all departments. In addition, the district's healthcare costs were not solidified, and now those numbers have become more favorable.

Mr. Pawling noted that within the technology budget, some equipment costs had been removed, and some new recommendations made. Mr. Holliday inquired about the reduction to the technology budget and Mr. Pawling explained that some changes were a reflection of equipment delivery schedules and lease pay-offs.

Dr. Hey noted that our performance within our healthcare budget has been excellent, but we remain cautious. Dr. Hey also noted the Administration's recommendation to build in a factor that would allow for in-patient care, allowing the District to achieve savings, while providing a cushion for an allowance of claims.

Mr. Pawling commented on other updated budget items since the April presentation including a change in salaries savings with additional retirement announcements. Mr. Pawling also noted that there had been an increase to revenue as real estate values have increased.

Mr. Pawling announced that at this time the Administration would be decreasing the original proposed tax increase from 2.3% to 1.9%. However, work would continue to be done on the budget and additional information would be presented at the June 5th Committee Meeting.

Mrs. Scheuren inquired about using the proceeds from the proposed bond refinance and Mr. Pawling said he would feel comfortable utilizing the anticipated proceeds and reflecting them in the 2019-2020 budget, prior to the July settlement.

A brief discussion occurred about the Safe Schools grant and Dr. Gallagher explained that while the revenue is being received, it is scheduled for utilization over the course of two years and the proposed intent is for an additional police officer salary.

Mr. Keith expressed concerned about future health care costs. He also inquired about anything in particular on the Federal level or State level that could impact the budget and Mr. Pawling responded that he did not see any pending impacts on the State budget in regards to basic and special education funding increases. Mr. Nelson asked about the Earned Income Tax (EIT) and Mr. Pawling said upon reviewing the history, it appears to be current and on an upward trend.

Mrs. Barbieri and Mrs. Flisak commented positively on the budget process.

1.3 Approve 2019-2020 Special Education Cost Plan with MCIU

Dr. Gallagher noted that this is an annual motion for approval.

Director of Pupil Services, Mrs. Zweiback stated that the plan is in line with current school year costs and is a decrease from the 18-19 school year. Mrs. Zweiback commented that the District will continue to look for the most cost-effective services. Mrs. Scheuren acknowledged the decrease and inquired on early intervention enrollments. Dr. Gallagher commented that we are tentatively scheduled to transition 64 early intervention students. Mrs. Zweiback noted that we are performing evaluations prior to student enrollment.

The Committee agreed to move forward for Board Action.

Mrs. Scheuren adjourned the Finance Committee Meeting at 5:56 PM

2. Technology Committee

2.1 Technology Update

In the absence of Mr. Braccio, Mr. Keith called the Technology Committee Meeting to order at 6:01 PM.

Dr. Gallagher commented that since the retirement of the Director of Technology, Dr. Kennedy-Reilly has been working with the Technology team and utilizing services from the Bucks County Intermediate Unit to keep the department moving forward. Dr. Kennedy-Reilly introduced the technology staff who were all in attendance. Dr. Kennedy-Reilly also noted that Mr. Braccio had been on a recent tour of the Network Operations Center (NOC) to observe the technology infrastructure.

Dr. Kennedy-Reilly reviewed some of the most recent changes that have occurred within the technology department including the upgrade of the eSchool student information system database, a variation to the daily operation of the Help Desk as well as the research to enhance the existing support operation. Dr. Kennedy-Reilly reported that a comprehensive review was completed on the panel projectors and smart boards and many are at their end of life. The process has begun to plan for replacement of those devices. A network improvement project is underway at Indian Valley Middle School to update connectivity.

Dr. Kennedy-Reilly also spoke about student devices and stated that many of the Chromebooks in use by the secondary grades have reached their expiration of use. The proposed replacement is a laptop which will be able to host more programs for student use and allow for in-house repairs. It is proposed to purchase new devices on a yearly basis, with expected use of 4 years.

As the technology department moves forward, there are several goals including developing the relationship with Microsoft for possible partner funding. Other next steps include a revision to the 1:1 user agreement, a refresh of iPad equipment for elementary use, as well as an upgrade to elementary buildings WiFi. Other internal network revisions include the investigation of the District ISP, SPAM filter and mal-ware agent. Dr. Kennedy-Reilly thanked the Technology team for their dedication and professionalism. She commended their accomplishments in limiting redundancies, integration with other departments and an overall strategy for success.

The Committee had several questions concerning technology safety-measures and liabilities. Dr. Gallagher indicated that these items are covered in School District Policies and suggested a tour of the Network Operations Center. Mr. Kwiatkowski inquired about the specifics of the work with the Bucks County Intermediate Unit and Dr. Gallagher responded that they are advising on immediate needs as well as some visionary efforts.

Mrs. Barbieri praised the individual department meetings and the ability to individualize and/or customize the hardware to the end-user. She also praised the implementation of Office 365. Mrs. Flisak asked about student use of personal devices, and Dr. Kennedy-Reilly said there are occasions that students use their own devices, but it is rare. Mrs. Scheuren asked costs associated with damaged devices and Dr. Gallagher responded that it is handled as a disciplinary action.

Mr. Nelson thanked the Technology team for their cooperation and dedication. Dr. Gallagher thanked Dr. Kennedy-Reilly and also praised the Technology team for their wealth of knowledge and individual skill sets.

Mr. Keith adjourned the Technology Committee Meeting at 6:59 P.M.

Respectfully Submitted,



Brian R. Pawling
Board Secretary