

Conneaut School District

PUBLIC WORK SESSION

Minutes

Wednesday, May 4, 2016

7:00 PM

The Conneaut School Board of Directors met Wednesday, May 4, 2016 at the Conneaut Valley Middle School library.

The meeting was called to order at 7:00 p.m. by Board President Mrs. Jody Sperry.

The following members answered to roll call:

Mr. Burnham	Mr. Ellis	Mr. Hornstein
Mrs. Luckock	Mrs. Krachkowski	Mr. McQuiston
Mr. Schaeff	Mrs. Sperry	

It is noted Mrs. Klink was absent.

Administrators Present-

Superintendent: Jarrin Sperry

Director of Special Education – Susy Walters

Business Manager: Greg Mayle

Director of Buildings and Grounds- Elwood Schell and Frank Kimmel

Technology Coordinator – Rick Kelly

Principals: Joel Wentling, David Maskrey, Doug Parks, Kevin Burns and Adam Jardina.

Mrs. Sperry announced the Board will be going into an Executive Session *at this time* to review and discuss agency business which, if conducted in public, might lead to disclosure of information protected by law, specifically matters involving personnel and student concerns.

It is noted the Board returned at 7:41 p.m. and Mrs. Klink walked in with them.

Mrs. Krachkowski announced she would not be able to remain at the meeting due to illness.

Visitor Recognition

Mrs. Sperry provided a Visitor Recognition on Agenda Items referencing Policy 903 – Public Participation in Board Meetings. He announced all visitors who are recognized during the Visitor Recognition are allotted a maximum of five (5) minutes to address matters of their concern, unless otherwise determined by the Board President. Visitor recognition is to be limited to thirty (30) minutes unless otherwise decided by the Board.

No one approached to address the school board.

Discussion Items-

1. *Business Manager-*

a. *Nutrition Update-*

Melissa Kingen and Erin Braden, both from Nutrition presented a cafeteria operation update to the Board. Mrs. Kingen reviewed contracting and how it works with their current 5 year contract. This contract consists of four 1 year renewals. Nutrition bids either a full cost billing or a cost per meal of which a cost per meal is what Conneaut has. Cafeteria staff is employed by the district, Nutrition provides custodial/maintenance services but the district has full control of the program with a guaranteed bottom line.

She then provided a summary of the Healthy Hunger Free Kids Act of 2010 (HHFKA) reminding all that implementation of this rule will result in more nutritious school meals that improve the dietary habits of school children, full academic potential and protect their health.

The negative of the HHFKA has had a negative effect on nationwide lunch participation with a 1.5 million loss in lunches served to children in schools from 2010/2011 school year to 2013/2014 school year.

The main nutritional goals are to increase the availability of fruits, vegetables, whole grains and fat-free/low fat milk; reduce levels of sodium and to modify calorie requirements to meet the needs of school age children.

The guidelines provide a student to decline 1 food item at breakfast but they must select ½ cup of fruit or ½ cup vegetable. Students may decline 2 food items at lunch but must select ½ cup of fruit or ½ cup vegetable.

Lunch requirements are to include offering a fat-free flavored or unflavored and low fat white milk; limited saturated fat to less than 10%; offer 1 to 2 cup of fruit for K-8th; Offer 1 cup fruit for 9-12th; offer ¾ cup vegetables for K-8th; offer 1 cup vegetables for 9-12th; offer vegetable subgroups weekly; offer 100% whole grains-new waiver; calorie requirements specified by age groups; no trans fats and a 3 year review cycle.

Breakfast requirements are to include offering fat free flavored or unflavored and low fat white milk; limited saturated fat to less than 10%; offer 1 cup fruit or vegetable for K-12; offer at least one serving of grain; offer 105 whole grains-new waiver; calorie requirements specified by age groups; no trans fats and a 3 year review cycle.

Smart snacks must be whole grain rich, calorie limited, sodium limited, sugar limited, with new beverage standards and available from midnight before school starts and 30 minutes after the school day ends.

Mrs. Kingen discussed the paid lunch equity and the lunch price history going back to the 2010/2011 school year. In discussing pricing she noted the a la carte sales/pricing helps to offset

expenses, and should be priced in order to have the reimbursable meal a better deal but pricing is based on being a 40% or lower food cost.

Bad debt/lunch charges is an unallowable cost to the food service account which schools must transfer funds into the foodservice account in order to equal student debt at the end of each year. Thus, the importance of a lunch/charge policy. Our district is currently looking at \$2,000 in charged accounts which is very good/very low.

Mrs. Kingen also reviewed state and federal reimbursement rates for breakfast and lunches.

Lunch free and reduced eligibility participation in our district with an enrollment of 2,059 includes 921 eligible for free meals, 127 for reduced meals, 1,011 for paid meals and a 50.8% free and reduced eligibility. Currently, the district serves 664 free lunches per day, 90 reduced lunches per day and 406 paid lunches per day for a total of lunches served per day of 1160 or 56%.

Breakfast free and reduced eligibility participation district wide shows those eligible for free meals to be 921, those eligible for reduced meals 127 and those eligible for paid meals 1,011 for a total of 50.8% free/reduced eligible. Currently our district serves (averages) free breakfast to 376/day; reduced breakfast 34 per day and paid breakfasts 94 per day for a total of 504 or 24%.

A breakdown per building participation was presented as follows;

CVE Breakfast = 49%	Lunch = 61% with % eligible free/reduced = 60%
CLE Breakfast = 28%	Lunch = 55% with % eligible free/reduced = 58%
CVMS Breakfast = 28%	Lunch = 65% with % eligible free/reduced = 56%
CLMS Breakfast = 23 %	Lunch = 60% with % eligible free/reduced = 51%
CASH Breakfast = 12%	Lunch = 19% with % eligible free/reduced = 41%

In conclusion, Nutrition's goals for 2016/2017 sy will be to increase participation and revenue due to decreasing enrollment; control costs, utilize commodities; conduct cafeteria staff trainings to ensure new professional standard compliance; nutrition education and communication with parents, staff and students as ongoing. They continue to guarantee a break-even policy.

Mrs. Kingen thanked the Board for over 33 years of serving the schools nutrition.

b. 2016/2017 SY Preliminary Budget-

Mr. Mayle presented the 2016/2017 SY Preliminary Budget by starting off with a review from the town hall meetings. This included revenues and expenditures from April 4, 2016 to the current day changes.

What changed in expenditures totaled to a reduction of \$296,321.00. Expenditures went from \$38,127,298.00 on 4/4/16 to \$37,830,977.00 as of 5/4/16. The largest portion of these changes included departmental trimmings, removal of food service transfer account, an adjustment to budgetary reserve, natural gas savings, special education adjustments and dental insurance savings.

For changes in revenues, he showed the revenues at 4/4/16 were \$36,950,129.00. An increase in revenues of \$371,832 included an adjustment to BEF/RTL allocation, adjustment to special

education allocations, adjustment to refunds of prior year expenses, ACCESS Funds, adjustment to Title I. Revenue and adjustments to PSERS/FICA reimbursements for a total of revenues as of 5/3/16 to be \$37,321,961.00.

State Funding actual figures from 14/15 SY, 15/16 SY were compared to the 16/17 SY budget amounts for basic education subsidies, special education subsidies and the RTL block grant.

The decisions that are still to be made include whether or not to fill or absorb retirements (which account for \$381,225); kindergarten aides (\$75,000); eliminating the shuttle bus (currently costing \$30,000) and Title funding that will have to be absorbed this next school year in the amount of \$75,000.

The school district is under a budget timeline which includes adopting the proposed final budget by May 11, 2016 and to be available for public inspection no later than May 26th. We are required to publish our intent to adopt the final budget no later than June 3rd which allows the district to adopt the final budget at the June 15th additional work session. This meeting will need to be changed/added to be a special voting meeting.

In accordance with the state, Mr. Mayle provided the 2016/2017 final general fund budget estimated revenues and other financing sources budget summary as indicated on PDE 2028 form.

In a step budget, which was discussed at a previous meeting as a potential budgetary option, Mr. Mayle and Mr. Sperry explained their idea. If a state budget has not been approved this summer they propose the following steps;

- If no budget by October 31 – stop paying charters
- If no budget by November – stop non-title staff travel/field trips
- If no budget by December 31, 2016 – stop non-essential purchasing
- If no budget by January 31, 2017 – cut spring sports/extra-curricular
- If no budget by February 28, 2017 – investigate capital projects transfers
- If no budget by March/April – 4 day work weeks
- If no budget by May/June? – borrow.

c. PSBA Membership Renewal-

The PSBA membership renewal was received last week and discussion in the past years as to whether to pursue continuing membership has been a topic. Board members asked what the value was in the membership today. Mr. Schaefer questioned, in light of many changes within the organization over the past few years, whether they were lobbying for us and if they were really representing school districts across the state in a fair way. He felt other organizations we work with are just as effective and not near as expensive.

Mrs. Sperry indicated she had been at the PARSS conference last week and was approached by five different groups, who indicated they did not feel PSBA is doing as good or effectively lobbying on the house floor like they used to do. They had also hired an outside firm with no ties to Pennsylvania; this information came from the Secretary of Education.

Mrs. Sperry had spoken at the Capital and our own state association, who should be representing us, was not there. She has been concerned over the years and many feel it could be sour grapes but she is passionate with what we do here and very disappointed in this association that is supposed to be representing us. She admitted to being embarrassed with the group that is to represent our best interest.

The PARSS executive director is retiring and new leadership will be coming in but they were in the front row at the Capital when she spoke. PARSS lobbyists who represent rural school leaders and who have the seniority and stronger voice to sway will receive the most weight. State Representatives such as Brad Roae, Michelle Brooks and Park Wentling are not seniors in the hierarchy thus have little persuasion. We heard from three speakers and 2-4 superintendents at the Superintendent's Association but when the secretary of education says my state association is doing more harm than good we have to take the seriously. This is my opinion, vote how you want to but last year I voted for it so that Mr. Schaef could be on the PIAA but I cannot support renewing it for the 2016/2017 school year. She also is aware of three other rural school districts who are not planning on renewing, with rumors of five or six pulling out.

Mr. Schaef indicated that if we lose PSBA he will not be able to be on the PIAA Board but there are other concerns larger than that.

It was discussed that PSBA is not obligated to provide to give any information; we can't even see their budget. She was informed that she could request a Right To Know Request but they do not have to abide because of their structure, therefore, they won't tell you.

As information, PSBA provides policy service, of which Mr. Joseph writes policy for a number of districts and we can run our policies through him, as we do anyway. He has access to the same services with PSBA. They also provide a comprehensive subscription, but Mrs. Sperry admitted to now knowing what all is involved in that.

Mrs. Klink had listened to Mrs. Sperry's speech at the Capital and thanked her for representing our district with such a thoughtful and eloquent speech. Mrs. Sperry felt in the past PSBA had been a really strong organization with staff we knew by name but now they have lost that personal touch.

Mr. Schaef did feel that in years past we received a great deal more informational studies than we do now. Mrs. Luckock added that trade associations she is affiliated with through work provide informational meetings/workshops covered under the dues but it seems like since she has been on as a board member there were more with PSBA before she came on. The PSBA trainings now are during lunch time and at a cost, although discounted. Mrs. Sperry has also sat with the PSBA person in charge of trainings and was asked how to increase participation; she voiced our boards concerns but nothing is acted upon.

Mr. Schaef added that in years past we had a lot of evening trainings, some in the conference room, Holiday Inn in Meadville or IU in Edinboro or even further but now they are directed at noon webinars that are not very good.

In light of budget constraints, Mr. Sperry felt that in years past it was automated to renew but some boards now are not renewing because of being nickel and dimed for services that used to be part of the membership. Mrs. Luckock added that the budget committee also addressed the school board costs when reviewing the budget; if we are asking other departments to look at cost cutting then this renewal is an example of substantial cost savings versus getting the dollar value out of \$12,000. This was one line item the budget committee had to review.

This is not on the agenda to vote on but the Board asked to have it added.

Mr. Ellis reminded everyone that we have always paid for the conferences.

2. *Infrastructure Lease-*

Mr. Kelly and the Finance/Budget Committee have been discussing a very large piece of equipment which the servers run off of. It is a costly item that is going on 8 years old, well past the normal life span. He is struggling with how to replace it and at the same time he budgeted to replace VM ware servers as part of a long term plan this spring as part of a long term plan. In talking with the committee we are looking at being more creative to finance it along with other equipment. He is taking servers and rolling them together with this proposal to pay over a three year period. Mr. Mayle feels financing charges are very low right now and in order to keep costs flat this is another way to keep numbers flat. He will continue to work with Mr. Mayle and bring the item for approval in June. The vendor will change/brand and is working now with two vendors for final review.

3. *HVAC Service Agreement –*

Mr. Schell reminded the board that last month the HVAC Service Agreement motion was tabled for further review. He is coming back tonight to get further direction. Basically it was bid about ten years ago with phase one and two with five year contracts including 2 percent increases. It was brought back and negotiated with the same five year contract and 2 percent increases. This year the offered another five year proposal but we do not have to go with five years, we can go less, even one year.

Mr. McQuiston reviewed the proposal and felt it was written that the proposed company could be the only ones that could bid it. He would like to see the controls separated out, this is the time to break it out and look at it from that aspect of going out to bid and save on the HVAC side, it certainly worth the advertisement to take a look at it.

In conclusion, it was suggested to offer a one year extension that would allow time for Mr. McQuiston and Mr. Kimmel to look at it. The board asked that this be placed on the agenda next week.

4. *PSBA Updates-* Mr. Ellis announced upcoming webinars. He felt the Region One meeting in Titusville had a poor turnout with Crawford County and Erie County school districts. This is very disappointing as we pay a lot of money for representation and membership and are not represented. Our district had three representing at the Spring Legal Roundup, with four attending.

5. *PARSS and Legal Seminar-*

Mrs. Sperry updated the Board on the PARSS conference she attended. Issues which are still in the works include charter school reform, school turnaround (tied to ESSA), and truancy reform to put the responsibility back onto Charter schools and not the residing school district.

Mrs. Sperry also attended the Knox Law Firm seminar in Erie, Pa. it too was not well attended. They separated it out into municipalities and school law for discussion. It was nice to have the topic of state ethics commission, this topic doesn't come up often enough.

6. *Superintendent's Review –*

1. Happy Star Wars Day! (May the 4th) (May the 4th be with you)
2. I stopped at CLMS soup fundraiser on my way to the CCCTC meeting on Wednesday, April 20th. I got three really nice bowls. There were many different soups/stews to sample, and Victor Susil's band was performing for the crowd. (Proceeds went to Good Samaritan Food Pantry)
3. The annual NW PA Superintendent's Summit was held on April 22nd at Grove City College. The Keynote speaker was Pedro Rivera. His speech mirrored what he said at the PARSS conference. However, he did say he wants districts to stop saying, "We do more with less." As it is simply not true. District's wear that statement like a badge of honor, but people are missing the real message which is we can't offer the same as other districts when we have less.

Glenn Thompson was also at the summit and presented on the work he and his committee is doing on the Perkins act. Specifically, the committee knows that, "...the next Perkins Act will need to meet the needs of small districts, including the particular needs of rural areas. ACTE has been working with policymakers on both sides of the aisle and in both chambers to ensure that members' priorities are reflected in the reauthorization." He said he and others in Washington know that not every student needs to go to college and they want to dispel that myth. I had the chance to talk to him later, and I shared with him the 1:2:7 ratio that he was not aware of. He said he was taking that back to Washington.

Other topics included ESSA (Every Student Succeeds Act) and Legislative priorities that should be addressed in Harrisburg. Of those, the top three were: PSERS, Cyber Charters, and passing a budget on time.

4. The "PSSA Police" from PDE were here during PSSA testing and stopped at CVES. We passed with flying colors and word spread quickly. I got texts and emails from all neighboring districts asking if it was true that they were here.
5. The three D's (Dot, Dave, and Don) and I were at the Spring Legal Roundup at IU5 on April 27th. The topics covered included: ESSA (Every Student Succeeds Act), Employee discipline and termination, Handling difficult parents and citizens in the school setting, Transgender students, Child abuse and criminal background checks, and Right to Know Law. As an added bonus, one of the cases presented had a local tie. The superintendent of Crawford Central, Tom Washington, was the superintendent of the district that was involved in the case presented. He added some valuable insight into the case.
6. Lastly, another district (Huntsville ISD in Texas) has begun outfitting busses with WIFI. This is something that I have really wanted to implement in our district, but with the budgets as they are

right now, I don't think it's prudent, but IF the state ever gets itself straightened out, and funding is sufficient and predictable, I would like to have some of the busses in our fleet outfitted with WIFI.

Here is a link to the story:

Texas' Huntsville ISD To Add Wi-Fi To School Buses.

The Huntsville (TX) Item (4/26, Nunez) reports the Huntsville Independent School District will invest in Wi-Fi technology for school buses. In the widespread district, for some students, "the trip can last up to an hour or more." They "will now have the opportunity to dedicate that valuable time to school work." Huntsville ISD Executive Director of Technology Tracie Simental said, "We realized that a lot of our students spend a lot of time on the buses because of the length of their ride. We realized that, that was an opportunity for them to continue their learning."

7. *Agenda Review-*

The Board reviewed the draft agenda for next week's voting meeting.

Mrs. Sperry announced there would be no Executive Session.

Meeting adjourned at 9:45 p.m.



Jody Sperry, Board President



Greg Mayle, Board Secretary