



Board of School Directors Committee Meeting Minutes Wednesday, November 9, 2022

Generated by Renai Cardillo on Wednesday, November 16, 2022

Members present: Courtney Barbieri, William Brong, Janet Flisak, Andrew Landis, Thomas Kwiatkowski, Stephen Nelson, Donna Scheuren

Members absent: Ken Keith

Others in attendance: Brian Flynn, Frank Gallagher, Christopher Hey, Katie Kennedy Reilly, Guy Mastrangelo, Gina Pardovich, Gene Sanchez, Michael Taylor, Megan Zweiback

1. Education-Personnel Committee

1.1 North Montco Technical Career Center Update

Mr. Kwiatkowski called the meeting to order at 6:41 P.M.

Dr. Gallagher introduced the Administrative Director of North Montco Technical Career Center, Gina Pardovich. Ms. Pardovich shared a presentation showing the individual programs currently being offered and the student interest that is being expressed in the programs, sometimes resulting in wait listing. Ms. Pardovich stated that the enrollment from the four sending school districts is 1,100 students and approximately 200 students have been wait-listed.

Ms. Pardovich indicated that the Board of Directors and the Superintendent's from the sending schools have a renewed focus in determining student interest versus program availability. She stated that some courses are wait-listed because of staffing shortages and some because of physical space requirements. Ms. Pardovich also indicated that some courses have a low enrollment, examples being the Horticulture program and the CAD drafting program. Review of these programs has determined that students are able to a similar course at their home school instead.

Ms. Pardovich reviewed a timeline depicting an action plan that will allow for stakeholder feedback, and space review, with the ultimate goal of meeting the requests of students.

Board members all expressed concerns about how better to meet the needs of students who want to attend North Montco Technical Career Center.

Mrs. Pardovich thanked the Board for Souderton's efforts to recruit and advocate on behalf of Career Technical Education. Mrs. Pardovich also indicated that on average, the sending school districts receive the same number of seats over the course of a five-year period.

Mr. Nelson expressed concern for limitations to student interest and stated that school districts need to be willing to think outside the box to create ways to meet the demand.

Dr. Gallagher indicated that additional conversations will occur with the sending school Superintendent's.

The Education-Personnel Meeting was adjourned at 7:21 P.M.

2. Operations Committee

2.1 Food Service Update

Mr. Brong called the meeting to order at 7:23 P.M.

Director of Business Affairs, Mr. Taylor introduced Chartwell's representatives Brian Flynn, Gene Sanchez and Guy Mastrangelo.

Mr. Flynn reviewed the program highlights including the Culinary Masterclass which provides culinary fundamentals and training to the Souderton Dining Staff. It includes Kitchen and Food Safety, Food Presentation and Quality, as well as Cooking Techniques (Roasting, Baking, Steaming, etc.). This training was provided by Regional Executive Chef (Guy Mastrangelo) and attended by 18 Souderton Culinarians over 2 days.

Supervisor of Food Services, Ms. Gwyn Jones, spoke about the Chartwell's *Student Choice* program, where new menu items are sampled by the student body and voted upon to be added to the menu. Ms. Jones said that students are excited to try new flavors and even more excited when their choice is added to the menu. It should be noted that the Chartwell's presentation was accompanied by a backdrop curtain and table skirting giving the visual impression that an actual kitchen had been set up in the board room.

Chef Mastrangelo spoke about the Chartwell's *Discovery Kitchen* and the varied monthly programming. It is geared toward elementary students offering samples, recipes, and goodie bags. He explained that this approach adds to student engagement and promotes discussion. Chef Mastrangelo also discussed the Mood Boost program, which showcases the direct relationship between eating well and feeling well.

Ms. Jones spoke about the *STARR Program Coffee Bar* at the high school. Working with the special education department, the students have created menus and providing valuable life skills as they serve fellow students and faculty members before school.

Mr. Taylor stated that Chartwells Food Service has been able to provide catering for many of the school district events and meetings including Board Meetings, Staff Meetings, ACT 80 days for teachers, The Hall of Fame Dinner, and food service for the recent The Indian Valley Education Foundation Fundraiser "Cornament". Mr. Taylor stated that this is being accomplished while providing high quality food and keeping costs within the school district budget.

Mr. Taylor reviewed the performance update noting that Chartwell's is anticipated to meet and potentially exceed their financial guarantee to the school district. Mr. Taylor also reviewed the timeline for the renewal of a food service company agreement, as outlined by PDE.

The Committee thanked Chartwell's for their presentation, acknowledging their service to the district and its students. The Committee indicated a recommendation to renew the Food Service Management agreement with Chartwell's.

Mr. Brong adjourned the Operations Committee at 7:55 PM.

3. Finance Committee

3.1 Multi-Year Financial Update

Mrs. Scheuren called the Finance Committee Meeting to order at 8:00 P.M.

Dr. Gallagher congratulated Representative-Elect Donna Scheuren.

Mr. Taylor presented a financial performance update noting that individual school proposed budgets for the 2023-2024 school year, are due on Friday.

Mr. Taylor reviewed the General Fund revenues and expenditures from the past three fiscal years. A slide was reviewed showing the revenue performance of the school district in comparison to local, state and federal revenues.

An Expenditure Performance was also reviewed showing salaries, benefits, services, supplies and equipment and debt and other costs. A Preliminary Projection of the 2022-2023 budget was also reviewed highlighting a fund balance at 7.7%, .93 of a month's expenditures, and 3.9 months of state revenue. Mr. Taylor noted that the fund balance includes \$1M committed to Capital Projects. The Unassigned Fund Balance is currently 5.5%, .66 of a month's expenditures, and 2.7 months of state revenue.

Mr. Taylor reviewed the Budget Calendar for the 2023-2024 school year, stating the Act 1 Index is 4.1%, and noting it is the largest the school district has ever had. The budget calendar timeline outlined future committee meeting and board meeting dates requiring board action. Mr. Taylor also reviewed new revenue by tax increase percentages.

Mr. Kwiatkowski asked about the PSERS contribution rate and Mr. Taylor responded that it has not been announced yet. Mr. Kwiatkowski expressed concerns about salary increases for several employee groups with contracts.

Mrs. Flisak expressed concerns about any economic impact on the upcoming bond issue and Mr. Taylor responded that it is scheduled for a January settlement. He also noted that there is flexibility in the settlement and which will allow the district to be aware of any interest rates changes.

Mrs. Scheuren adjourned the Finance Committee Meeting at 8:16 P.M.

Respectfully Submitted,



Michael Taylor, C.P.A.
Board Secretary / Director of Business Affairs