



## **Board of School Directors Committee Meetings Minutes Wednesday, December 13, 2023**

*Generated by Renai Cardillo on Thursday, December 14, 2023*

**Members present:** Nicholas Braccio, William Brong, Janet Flisak, Andrew Landis, Ken Keith, Stephen Nelson, William Formica, Kimberly Wheeler, Michael Barnacz

**Others present:** Barbara Bescher, Todd Burns, Meredith Ehst, Tamara Ferlick, Tom Ferlick, John Franzen, Frank Gallagher, Jon Graf, Sue Hadfield, Christopher Hey, Guy Mastrangelo, Fran Masin-Moyer, Katie Kennedy-Reilly, Michael Taylor, Megan Zweiback

### **1. Education-Personnel Committee**

#### 1.1 Elementary School Data Presentation

Mr. Landis opened the meeting at 6:33 P.M. and welcomed new Board members to the Committee meetings.

Dr. Gallagher introduced district staff members seated in the audience and asked Director of Curriculum, Instruction, Assessment & Technology, Dr. Kennedy-Reilly to begin.

Dr. Kennedy-Reilly stated that this presentation is focused on elementary data, noting that the secondary data had previously been reported at the November Education-Personnel Committee Meeting.

Dr. Kennedy-Reilly began the presentation by indicating that its results are rooted in the Comprehensive Plan to cultivate belonging, strengthen mental health supports and services, and provide a strong education for for all, giving priority to academic growth and achievement as well as expanding opportunities.

Dr. Kennedy-Reilly spoke briefly about Learning Loss noting that it is likely to show up differently across various grade levels and subjects. The impacts of pandemic learning loss are still being realized and the district has determined that by recognizing patterns of loss, support resources may be targeted to reduce educational inequality. Dr. Kennedy-Reilly also spoke about Multi-Tiered System of Support (MTSS) - a collaborative framework using a systematic approach to support the whole child; academically, behaviorally, and social-emotional well being.

Caution was suggested when reviewing student data - noting that testing results are from a single point in time and there are many facets that impact results. Dr. Kennedy-Reilly outlined the Multiple Measures of assessments that include Universal Screener, Curriculum-Based Measures, Diagnostic, Formative, Performance-Based, State, National and Adaptive. She also reviewed the processes for collecting and reporting of data as well as the measurement of academic recovery. Slides were shared that depicted data trends for PSSA assessments, MAP testing and national comparisons.

Dr. Kennedy-Reilly also discussed the ways in which reported data is used to support individual students in their classrooms, as well as at grade, building and district levels. A brief discussion occurred about the processes used to identify gaps in achievement, engage learners and target resources for teaching and learning.

As Dr. Kennedy-Reilly reviewed building level priorities she invited each of the elementary principals to highlight the methods and programs in their individual schools that support academic achievement. Elementary Principals; Mrs. Ferlick, Mr. Burns, Mr. Ferlick, Dr. Graf and Mrs. Hadfield each spoke highlighting their goals and collaborative efforts within their schools to support students and teachers in all aspects of educating the whole child.

Board member Mr. Landis thanked the principals for their presentations and commented on the obvious collaboration within each building. Mr. Nelson praised the team for their energy and willingness to support teachers with professional development. He also praised the district perspective on data and the importance of parental engagement.

Mr. Keith also praised parental engagement and the mental health supports. Mr. Keith asked about assessment results for full day kindergarten students and if there is a marked difference. Dr. Kennedy-Reilly indicated that the initial trend is upward, however spring assessments will reflect additional data. Mrs. Flisak thanked the team and praised using data effectively. Mrs. Flisak also reiterated the importance of care and support for teachers, assistants and aides.

Mr. Braccio praised the team for their work and expressed great interest in the support for parents at home (i.e. homework and study skills). Mr. Formica praised the principals for their presentations and noted a collaborative feeling that everyone is on the same page for student achievement and well-being.

Mrs. Wheeler thanked the principals for their work and attested to the importance of parent engagement. She also noted her appreciation of the daily routines in each of the buildings.

Mr. Barnacz inquired about standardized testing and the use of data. Dr. Gallagher responded that several legislative efforts continue to be pursued regarding standardized testing and a general push to reduce the amount of testing. Dr. Graf also responded that a balance of testing and learning remains at the forefront for all educators. Mr. Barnacz spoke to confidence in the school district and the professionalism and passion of principals.

Mr. Landis adjourned the Education-Personnel Meeting at 8:01 P.M.

**2. Finance Committee**

2.1 Multi-Year Financial Update

Mr. Nelson called the Finance Committee to order at 8:05 PM.

Dr. Gallagher stated the Budget process has begun and all of the information being presented this evening is very preliminary.

Director of Business Affairs, Mr. Taylor opened the presentation with a General Fund Financial Performance review from the 2021-2022 school year through the 2022-2023 school year highlighted actual expenditures versus budgeted. Mr. Taylor also reviewed ESSER Funding which had helped to offset previous years expenditures, and noting that the ESSER Funding has expired.

Expenditure performance was reviewed and the variance of salaries and benefits were relatively close in budgeted and actuals, the professional services and transportation costs far exceeded the original budgeted amounts. Mr. Taylor indicated that these professional costs are related to the special education budget.

Mr. Taylor commented positively on the revenue increases in Earned Income Tax, transfer taxes and interest earnings.

A slide of preliminary projections for the 2023-2024 Fund Balance was reviewed. Mr. Taylor stated that the district will strive to maintain an unassigned General Fund fund balance of not less than four percent and not more than eight percent of budgeted expenditures for the fiscal year.

Mr. Taylor shared a slide showing the Act 1 Index and Resolution in Accordance with Act 1. It showed the 2024-25 Act 1 Index is 5.3%. The slide also reflected the amount of revenue that would be generated by percentage increases. The Administration is recommending that the Board adopt an Opt Out Resolution at the December Board Action Meeting indicating not to exceed a maximum tax increase above the Act 1 Index.

A 2024-2025 Budget calendar was presented:

12/20/2023	Board Meeting	Approve Preliminary Budget Authorization Resolution Approve Opt Out Resolution
1/10/2024	Finance Committee Meeting	
1/25/2024	Board Meeting	Approve Preliminary Budget - N/A if Opt Out
2/14/2024	Finance Committee Meeting	
3/13/2024	Finance Committee Meeting	
4/10/2024	Finance Committee Meeting	Present Proposed Final Budget
4/25/2024	Board Meeting	Approve Proposed Final Budget
5/8/2024	Finance Committee Meeting	
6/5/2024	Finance Committee Meeting	Present Final Budget

Board member Mr. Nelson expressed that a 5.3% tax increase would not be an option for this Board.

Mrs. Flisak inquired about costs associated with contracted services and Dr. Gallagher reiterated that the district will need the flexibility to utilize contracted services as well as hiring professional contractors to meet the needs of our students.

Mr. Brong asked about the impact of the budget process to future borrowing and planned construction projects. Mr. Taylor stated that our debt service will decrease next year and Mr. Brong indicated that any borrowing for construction projects it is not tied to our budget development process.

The Committee agreed to move forward with the Opt Out Resolution for approval at the December 21, 2023 Board Action Meeting.

### **3. Operations Committee**

#### 3.1 Food Service Update

Mr. Brong called the Operations Committee meeting to order at 8:32 PM.

Dr. Gallagher stated that this is the district's third year of its food service agreement with Chartwell's.

Mr. Taylor introduced Chartwell's Regional Director Chef Guy Mastrangelo, indicating that Mr. Mastrangelo works very closely with our Chartwell's team.

Chef Guy thanked the Board and Administration for the opportunity to attend this meeting. He spoke briefly about the food service program; reiterating the popularity of the Student Choice and Discovery Kitchen features that bring sampling, choice and learning directly to the students. He also spoke about the monthly culinary education themes aiding students in developing taste as well as appreciation for food cultivation and how a healthy diet impacts the body.

Mr. Mastrangelo also commented on the Summer hosting of a Chartwell's Mid Atlantic Regional Meeting where best practices and USDA regulations were presented and reviewed to area food service workers. Mr. Mastrangelo stated that the high school cafeteria was a perfect space to showcase our school and its food service capabilities. He also indicated that as the program has grown, the opportunities for catering are increasing as both school functions and outside groups are seeking food service options.

Mr. Taylor thanked Mr. Mastrangelo for this comments and stated that the administration is recommending the renewal of food service agreement with Chartwell's.

Board member Mr. Braccio thanked Chef Guy and praised student engagement and partnership with STARR program and its coffee service. Mrs. Flisak inquired about supply chain issues and Chef Guy indicated that they are quite improved and no longer an issue.

Mr. Keith praised Chef Guy for partnerships and collaboration to teach healthy eating to our students.

The Committee agreed to move forward with renewal process of Chartwell's contract.

#### 3.2 Approve Proposed 2024-2025 School Year Calendar

Dr. Hey reviewed a draft calendar for the 2024-2025 school year. He stated the requirement of 180 school days; comprised of 177 instructional days and 3 Act 80 days. He also noted that teacher days total 190 days. Dr. Hey stated this calendar is a first draft as current discussion within the Pennsylvania Department of Education may change the Keystone exams. If the examination dates are changed it would revise the current schedule of 12 days to 6 days.

The calendar will remain draft until which time the Keystone exam schedule is developed. This should occur in January 2024.

Operations Committee Chairman, Mr. Brong asked Mr. Taylor for an update on the recent zoning meeting with Franconia Township for the proposed multi-purpose field at the high school. Mr. Taylor stated that several community members were in attendance at the meeting and expressed concerns about possible lighting of the fields. Our engineering team and legal counsel explained that potential lighting would be directed and focused on the fields, and therefore would not pose a problem to neighboring properties. Mr. Brong stated that this tentative approval of lighting on the proposed turf field would be a benefit for use of extra hours of practice and playing time for student athletes.

Mr. Taylor also indicated that as these variances were approved, the development of a new grass field toward Moyer Road was denied. Mr. Taylor said an official report from the Franconia Township Zoning Board will be forthcoming in January.

Mr. Taylor also gave other building and facilities updates indicating that a roof repair is needed at Indian Valley Middle School and quotes for the Indian Valley track are also being obtained. In addition, a quote for the hard service play areas at Franconia Elementary School is also in the works.

In addition, Mr. Taylor stated that interviews have taken place to obtain an energy service company (ESCO) for the future building projects at Salford Hills, West Broad Street and Indian Crest. Mr. Taylor reiterated that an energy service company provides a broad range of energy and design solutions supporting the development of a successful building project. He indicated that recommendations will be presented in January.

Mr. Brong adjourned the Operations Committee Meeting at 9:05 P.M.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Michael Taylor". The signature is written in a cursive, flowing style.

Michael Taylor  
Board Secretary / Director of Business Affairs