



Board of School Directors Committee Meetings Minutes

Wednesday, March 19, 2025

Generated by Renai Cardillo on Friday, March 28, 2025

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

Members absent: William Brong

Others present: Chad Evans, John Franzen, Brad Garrett, Christopher Hey, Katie Kennedy-Reilly, Damion Spahr, Michael Taylor, Sam Varano and Megan Zweiback

1. Education-Personnel Committee

1.1 Curriculum Revision: High School Math

Mr. Landis called the meeting to order at 6:31 P.M.

In the absence of Superintendent Gallagher, Assistant Superintendent Dr. Hey announced the agenda had two items; a revision to High School Math Curriculum and a presentation on the Comprehensive Plan. Dr. Hey introduced Director of Curriculum, Instruction, Assessment & Technology, Dr. Kennedy-Reilly.

Dr. Kennedy-Reilly stated that the proposed revision to the Foundations in Math course include a name change as well as bolstering student skills. Dr. Kennedy-Reilly introduced high school Math teacher, Mr. Brad Garrett.

Mr. Garrett spoke to the name change of the course to Finite Math. He stated that it is an extension of Algebra 2 and Geometry and an introduction to Trigonometry that will help prepare students for college math courses. He also stated that it will have a focus on practical and financial applications, with expanded Geometry topics that will assist students in solving more complex real-world problems.

Dr. Kennedy-Reilly reviewed the course outline, noting that it has been offered for many years, and upon approval of the revisions, it would be effective for the 2025-2026 school year.

Mr. Garrett added that the name change and course revision was the result of our Guidance Counselors being made aware of an incorrect assumption that Foundations in Math was a remedial course. This misguided perception was impacting student athletes in their applications for higher education.

Mr. Braccio and Mrs. Wheeler praised the revision. Mr. Nelson asked about the number of students who had taken the course. Mr. Garrett responded approximately 50-60 students. Mrs. Flisak inquired about the practical applications of the course and Mr. Garrett responded that there are many real world applications from the Statistics and the Financial component.

Mr. Formica praised the course for real life uses. Mr. Keith also praised the revision and questioned availability for student selection of the course. High School Principal, Dr. Varano responded that it would not be a problem as the course selection process begins.

A member of the public asked about eligibility for a student with an IEP to take this course and Mr. Garrett stated that if the student had taken other required Math courses, they would certainly be eligible.

The Committee agreed to move forward for action.

1.2 Comprehensive Plan 2025-2028 Presentation

Dr. Kennedy-Reilly announced the second agenda item, The Comprehensive Plan Summary.

Dr. Kennedy-Reilly read the school district mission statement and introduced Mr. Chad Evans, from the Bucks County Intermediate Unit, noting that Mr. Evans has been assisting in the facilitation of the Comprehensive Planning process. Mr. Evans stated that it has been a pleasure to be involved in the planning process with the Souderton Area School

District as its stakeholders have been engaged and committed to the process. Mr. Evans noted that the Comprehensive Plan offers the opportunity to bridge the past successes and plan for future goals.

Dr. Kennedy-Reilly reviewed the PDE requirement of Comprehensive Planning and its three-year cycle. Dr. Kennedy-Reilly spoke to the development of the Steering Committee and the diverse group of stakeholders which are critical to the success of the plan. The Steering Committee was comprised of students, community members, board members, parents, staff members and administrators. Dr. Kennedy-Reilly also cited the guidelines and objectives for the plan which included the review and analysis of data, along with setting priorities, establishing goals and detailed plans to achieve those goals over the next three years.

Dr. Kennedy-Reilly stated that the first meeting of the Steering Committee was in May of 2024 followed by seven additional meetings. Dr. Kennedy-Reilly also shared the objectives of the plan which include the engagement of the community which will honor the past, acknowledge the present and design the future. Dr. Kennedy-Reilly stated the shared values & belief statements that the Steering Committee established.

A review of past achievements from the 2022-2025 Comprehensive Plan were highlighted:

Structured Literacy	Schoolwide Positive Behavioral Interventions and Support
ELA Curriculum Review (K-12)	Education for the Future Questionnaire
ELA new program	Full Day Kindergarten
Phonemic Awareness	Multi-Tiered System of Support (K-12)
Intervention Alignment/Grid	Translation supports
STEELS standard	Online Assessments
Student Center (HS)	Data Warehouse
Red Zone	Federal Program
Block 2.5	Target Assist Building
Before and After School Programs	School Wide Building
School Renovations	Data Literacy
Responsive Classroom	Inclusive Practices
Differentiated Instruction	Artificial Intelligence
Family Engagement Opportunities	Multi-Lingual Works
Mental and Behavioral Wellness	Mathematical Practices
Specialists	Thinking Classrooms
Therapy Dogs	Zones of Regulations
Calming Corners	Pathways to Graduation
Family Navigator	Mentorships –
BCBAs	Peaceful and Purposeful

Dr. Kennedy-Reilly spoke about the analysis of local data to identify priorities and design the future. Dr. Kennedy-Reilly spoke about the important to cultivate belonging, enhance communication strategies and overcome barriers to enhance engagement among students, staff, and families at every level. Dr. Kennedy-Reilly also highlighted the action plan to strengthen mental health supports and services, grow achievement and reduce the achievement gaps that exist in subgroup populations.

Dr. Kennedy-Reilly also spoke to the topic of Professional Development; frequency, activities, observations and practice framework as well as State Required Trainings.

Dr. Kennedy-Reilly reiterated that the actual work that is being performed on the Comprehensive Plan is on-going and happening every day. She also stated that it is the intention of the Administration to seek Board Approval of the Comprehensive Plan on March 27th.

The Board gave positive comments on the process and the plan. A brief discussion occurred about the facilitation of the plan by Mr. Evans. Mr. Keith praised the sense of belonging and community engagement threaded through the Plan.

Mr. Barnacz praised the commitment to communication and asked about means to follow up with parents if assistance is needed.

Dr. Hey thanked the Curriculum team, staff, and community members for their participation.

Mr. Nelson praised everyone for their work, noting that this is the second time he is participating in the Comprehensive Planning process.

A member of the audience asked about a *Calming Corner*. Director of Pupil Services, Ms. Zweiback explained the premise of an in-classroom space that allows students to settle and re-focus themselves for learning, without leaving the room or losing time of instruction.

A member of the public expressed concern that the Comprehensive Plan could be impacted if the federal government makes changes to its operations. Mr. Landis responded that the school district would still continue to address student needs.

The Committee agreed to move the Comprehensive Plan forward for board approval.

The Education-Personnel meeting was adjourned at 7:29 P.M.

2. Policy Committee

2.1 First Reading of Policy 202 – Eligibility of Nonresident Students

Mrs. Flisak called the Policy Committee Meeting to order at 7:31 P.M.

Assistant Superintendent Dr. Hey noted that due to changes to Pennsylvania State Law and the School Code, there were three policies on the agenda for first readings this evening. He also stated that four additional policies containing minor word changes, would appear as first readings with revisions, on the March 27th action agenda.

Dr. Hey stated that Policy 202 supported the instruction of non resident students, explaining that an affidavit of guardianship is processed through our Registration office, in circumstances when needed.

Mrs. Flisak reiterated that school district policies are a result of the Pennsylvania School Code. Dr. Hey added that the Pennsylvania School Boards Association (P.S.B.A.) facilitates revisions and changes to school district policies in coordination with local legal counsel.

It was agreed to move Policy 202 forward for a second reading on March 27th.

2.2 First Reading of Policy 805.2 – School Security Personnel

Dr. Hey explained that the revision to Policy 805.2 included updated training requirements for school district security personnel.

A member of the public inquired about year-round security for all school events and activities. Dr. Hey responded that discussions are happening regarding the question that was posed previously. Mrs. Flisak responded that the inquiry is under consideration.

It was agreed to move Policy 805.2 forward for a second reading on March 27th.

2.3 First Reading of Policy 807 – Opening Exercises/Flag Displays/Usage of Flag Code

Dr. Hey stated that the revision includes a requirement for each school entity to conduct a moment of silence to observe the anniversary of September 11, 2001.

A member of the public inquired about a student electing not to participate and Dr. Hey responded that non participation is defined in the policy.

It was agreed to move forward for a second reading on March 27th.

Dr. Hey added that the Board has tasked the administration with a full review of all policies, therefore additional readings of policies will appear on future agendas.

A member of the public asked about the other policies being brought forward. Dr. Hey explained that the policy typically takes three months from its first reading through third reading and final adoption. He noted that all policies would be posted for public review. Mrs. Flisak suggested looking at other school district policies for comparison, as they all come from the State of Pennsylvania.

Mrs. Flisak adjourned the Policy Committee Meeting at 7:46 P.M.

3. Operations Committee

3.1 Cooperative Purchasing Agreements for Indian Crest & Salford Hills Renovations

In the absence of Mr. Brong, Mr. Nelson called the Operations Committee Meeting to order at 7:48 P.M.

Mr. Taylor spoke to the Cooperative Purchasing Agreements that will procure materials and supplies for the Indian Crest and Salford Hills renovation projects. Mr. Taylor stated that Cooperative Purchasing Agreements are state contract and/or COSTARS suppliers, vetted by construction management company SiteLogIQ.

Mr. Taylor introduced Mr. Spahr of SiteLogIQ who explained that cooperative purchasing agreements are used when a GESA project has been executed. He indicated that it is a strategy to acquire products and materials that meet specifications, at competitive prices without going out for public bid. He also indicated that because this process allows for vetting of contractors and suppliers, it reduces the risk of change orders for the projects.

Mr. Spahr reviewed a slide presentation which outlined the contractor and trade recommendations for the Salford Hills project. It included flooring, visual display boards, signage, casework, athletic equipment and library furniture totaling \$1,435,579.

Mr. Spahr reviewed a slide which outlined the contractor and trade recommendations for the Indian Crest Middle School project. It included flooring, tile, signage, lockers, auditorium seating, athletic equipment, bleachers, stage curtains, and library furniture totaling \$3,640,432.

Mr. Spahr also stated that the following items would be brought before the board in the next two months to complete the construction purchasing:

Salford Hills Elementary School –

Cooperative Purchase Contracts Recommended Ceramic Tile – Estimated Contract Value of \$240,000
Toilet Partitions and Accessories – Estimated Contract Value of \$50,000
Window Treatments – Estimated Contract Value of \$60,000

Indian Crest Middle School –

Cooperative Purchase Contracts Recommended Wood Flooring – Estimated Contract Value of \$75,000
Toilet Partitions and Accessories – Estimated Contract Value of \$110,000
Window Treatments – Estimated Contract Value of \$45,000
Residential Appliances – Estimated Contract Value of \$30,000
Flagpole – Estimated Contract Value of \$10,000

A member of the public asked if the school district is required to accept the lowest bidder in a cooperative purchasing agreement? Mr. Taylor and Mr. Spahr each responded that the answer is no, however the school district believes it is the right thing to do.

The committee agreed to move forward for Board approval on March 27.

The Operations Committee Meeting was adjourned 8:08 P.M.

4. Finance Committee

4.1 2025-26 Budget Update

Mr. Keith called the Finance Committee Meeting to order at 8:09 P.M.

Mr. Keith recalled the recent budget presentations from January and February which detailed the revenues and the expenditures of the school district. He indicated that the months of March, April and May begin a detailed dive into how the district will continue to meet the needs of our students.

Mr. Taylor reviewed a presentation that began with Local Revenues. It included revenue generated from Real Estate Taxes, Real Estate Interims, Earned Income Taxes, Delinquent Real Estate Taxes, Per Capita Taxes, Real Estate

Transfer Tax and Earnings on Investments. Mr. Taylor noted that the current budgeted collection of real estate taxes is 97%.

A slide was shared illustrating a school district history of the Act 1 Index; a methodology for school district property tax calculation, as determined annually by the State of Pennsylvania. Mr. Taylor stated that the current Act 1 Index for the 2025-2026 school year is 4.0%. Mr. Taylor also stated that school districts may apply for exceptions to exceed the index, however in January, the school district adopted a resolution not to exceed the Act 1 Index.

Mr. Taylor reviewed a slide that outlined the Governor's Budget Proposal noting that the Basic Education Funding proposal includes a 1.14% increase and Special Education Funding proposes a 4.77% increase. Mr. Taylor reiterated that these calculations are subject to change, however significant increases are not expected.

A slide was displayed showing Federal Revenue reflecting flat federal funding for Title and Access monies.

Slides were reviewed that listed expenditures by function which shows spending in categories. These slides conveyed increases to instruction and support services. Mr. Taylor explained that these services are projected to increase for regular and special education instruction. Support services by function also reflected increases.

Slides were reviewed which listed expenditures by object offering a more detailed view of spending.

Mr. Taylor reviewed a slide that reflected projected increases to benefits; including group health insurance, social security contributions, and PSERS retirement contributions. Additional slides included Purchased Professional and Technical Services, and Other Purchased Services.

Mr. Taylor stated that as the budget work continues revenues would be monitored for real estate collection as well as looking for allowable investments to maximize earnings. Expenditures considerations will be monitoring medical benefit trends, charter school costs, cyber enrollment changes, special education costs and the five year forecast and trend analysis.

A slide showing the debt service of the school district with 5 year actuals and a 5 year forecast was reviewed.

Mr. Taylor reviewed a 2025-2026 Budget Overview slide that reflected a preliminary budget with expenditures in the amount of \$164,166.75. Potential millage increases by percentage were also shown.

Mr. Taylor reviewed the Budget Calendar, noting that a Proposed Final Budget is scheduled to be presented at the April 9th Finance Committee Meeting and to be approved at the April 24th Board Action Meeting. Mr. Taylor reminded the Board that the approval of a Proposed Final Budget is a procedural process and that the actual budget will continue to be worked on up to the scheduled final approval date of June 19th.

Mr. Taylor stated that the presentation from this evening will be posted to the school district website.

Mr. Keith commented on the variables that occur every year in the budget process. He noted that the unpredictability of special education costs which create unknown costs to meet student needs.

Mr. Barnacz encouraged contacting local and state representatives regarding the budgetary needs for school district funding.

Mr. Landis praised the presentation and the explanation of revenue and expenditures.

A member of the public asked about private school tuition and Mr. Taylor confirmed that tuitions that appear in the budget are for special education placements and are not for religious schools.

Mr. Keith adjourned the Finance Committee Meeting at 8:49 P.M.

Respectfully Submitted,



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