



Board of School Directors Committee Meeting Minutes

Wednesday, August 12, 2026

Generated by Renai Cardillo on Tuesday, August 18, 2026

Members present: Kimberly Wheeler, Michael Barnacz, Alexandra Wisser, Andrew Souchet, Corinne DeGeiso, Rosemary Buetikofer, William Brong

Members absent: Ken Keith and William Formica

Others present: Jonathan Graf, Christopher Hey, Katie Kennedy-Reilly, Michael Taylor and Megan Zweiback

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

Superintendent Hey welcomed everyone to the 2026-2027 school year and noted the return of students on September 1st.

Dr. Hey stated that the first order of business this evening was to resume the review of Board Policies as part of the Policy project in collaboration with P.S.B.A. (Pennsylvania School Boards Association). Dr. Hey introduced Dr. Kennedy-Reilly to review the first readings of policies which are all curriculum related.

1. Policy

Dr. Kennedy-Reilly stated the policies being read this evening are interconnected as they directly relate to curriculum as it would be presented in an Education-Personnel Committee meeting. Dr. Kennedy-Reilly noted the policy presentation and the recommended edits by P.S.B.A. indicated by bold content.

1.1 First Reading of Policy #105.1 - Review of Instructional Materials by Parents/Guardians & Students

Dr. Kennedy-Reilly stated that this policy was being updated with language specifying when notification of this policy is provided to parents and students, consistent with federal law.

1.2 First Reading of Policy #105.2 - Exemption from Instruction

Dr. Kennedy-Reilly stated that this policy was being updated with an added section on exemption from dissection activities, including language outlining notification requirements, in accordance with School Code.

1.3 First Reading of Policy #106 - Course Guides

Dr. Kennedy-Reilly stated that this policy had an updated listing of what may be incorporated into planned instruction guides for increased clarity.

1.4 First Reading of Policy #107 - Adoption of Planned Instruction

Dr. Kennedy-Reilly stated that this policy was being updated to reflect district educational objectives.

1.5 First Reading of Policy #108 - Adoption of Textbooks

Dr. Kennedy-Reilly stated that this policy includes an updated definition of textbooks to include a broader statement clarifying that textbooks could be in both print or digital format.

1.6 First Reading of Policy #109 - Resource Materials

Dr. Kennedy-Reilly stated that this policy was being revised to include the definition of "resource materials" in order to address a much wider range of sources and technology.

1.7 First Reading of Policy #110 - Instructional Supplies

Dr. Kennedy-Reilly stated this policy added recommended language to provide better clarity and recommended language on the district assuming the cost of instructional supplies when the purchase would create a financial hardship on the student.

1.8 First Reading of Policy #111 - Lesson Plans

Dr. Kennedy-Reilly stated that the revised policy would add updated language as a recommendation on lesson plans being completed and submitted. Also adding recommended language to further clarify teacher obligations to prepare lesson plans and provide adequate directions for substitutes. In addition it would add a general listing of consideration for developing lesson plans, including language stating that the format will be decided at the building level or grade level, as a recommended practice.

1.9 First Reading of Policy #127 - Assessments

Dr. Kennedy-Reilly stated that the policy was being updated to reflect added language regarding the Board approving an assessment system at least every 6 years, in accordance with Chapter 4 regulations. It also added language regarding parent/guardian review of assessments and requests to have their child excused from state assessments that conflict with their religious beliefs. In addition, it adds recommended language on district informing students and parents/guardians how to access assistance and on participation of students with disabilities and students in LIEP programs in assessments.

Board members asked questions regarding the policy revisions.

Mr. Souchet asked if there would be any problem in the time period before policies revisions are formally approved and the implementation of the revisions. Dr. Kennedy-Reilly responded that there would not be any issues.

Mr. Brong adjourned the Policy Committee Meeting at 7:15 P.M.

2. Operations

2.1 Comprehensive Facilities Assessment Study Presentation

Dr. Hey introduced Mr. Ball, Operations Director, who gave an update on the current school construction projects at Indian Crest, Salford Hills and West Broad Street. Dr. Hey expressed confidence that all schools would open on time and thanked the staff for their patience during the construction process.

Mr. Ball also stated that the high school tennis courts are completed and the Indian Crest track is scheduled to have goals posts installed next week. He also stated that the Indian Valley track has been paved and is scheduled for its coating and striping after a 30-day cure period.

Mr. Ball also gave an update on the telephone system upgrade, thanking the Technology team for their cooperation on the project with contractor ET&T. Mr. Ball stated that the system work will continue throughout the school year in all buildings.

Dr. Hey gave an update on the High School Halteman Road Gate stating that the data analysis had been collected and a draft traffic report has been submitted to Franconia Township. It is expected for discussion at the Franconia Township September Planning Commission Meeting on September 8th.

A member of the audience asked about the status of the sprinkler heads at Indian Valley Middle School and Mr. Ball responded that they are scheduled for completion before the start of the school year. The same member of the audience asked about the restrooms outside of the cafeteria at Indian Valley and Mr. Ball answered that they will be upgraded with new partitions and lighting fixtures.

A brief five minute break was held.

The Operations Committee resumed at 7:39 P.M.

Dr. Hey resumed the meeting announcing the presentation of a Comprehensive Facilities Study.

Director of Business Affairs, Mr. Taylor introduced Mr. John Young of ICS, the construction and engineering firm who compiled and created the Comprehensive Facilities Study. Also in attendance from ICS was Chris D'Antonio who was involved in the project.

Mr. Taylor stated that this project and presentation has been in the works for quite some time and previous to this, the administration has been using a Facilities Study prepared by KCBA in 2020. Mr. Taylor explained that in addition to this presentation, there is a software program that will actively allow the school district to update as targeted projects are scheduled and completed.

Mr. Young spoke about the Facility Condition Update. He stated that it is a data driven report that gathered information and individual narratives that detail the study. He also commented on the software program which will

support dynamic priorities as needed, for decision-making. Mr. Young reviewed slides that detailed district facilities and approximate value and associated maintenance costs.

Mr. Young reviewed a slide that presented guidelines for equipment life ages as suggested by industry guidelines. He noted that these are presented for awareness and should be considered as directional pointers or guidance posts for on going maintenance.

Mr. Young reviewed individual slides for each school and noted the different life cycle approaches as it relates to individual school priorities and the relationship for facilities budgeting and planning. He also spoke to warm, safe and dry as it impacts student performance. He also spoke to targeted improvements and a Benchmark and Sustainability Review as it relates to energy use by school. Mr. Young also spoke to implementing and funding the Capital Plan to address facilities priorities while balancing funding and costs.

Mr. Young reviewed current projects and proposed projects that are considered priority and eligible for potential grant funding.

Mr. Taylor stated that in September, the district financial advisor, PFM, would be in attendance to give a presentation to support the borrowing to complete the projects currently underway. He noted that scenarios will also be discussed to support priority projects, with or without grant funding. Mr. Taylor spoke about the proprietary software system that operates the high school lighting and the paving at Salford Hills Elementary School. Mr. Taylor also spoke about the timeline for repair and replacement of equipment and how the costs are allocated.

A brief discussion occurred about the flexibility of the software to change and extend timing of any and all projects. Dr. Hey inquired how the high school lighting became a priority. Mr. Young answered that there are quality controls of life issues and the tremendous payback on updated lighting. Mr. Young indicated that proposed efficiency savings are reflected in the proposed improvement and mentioned that grant opportunities are episodic and directly dependent on state legislation.

Board members praised the presentation and commented on that the report will show the community a long-term view of potential facilities demands. Mr. Taylor spoke to the annual review and discussion of facilities projects and the use of the software to assist in the Board on its decisions. A member of the Board asked about the ownership of the software and Mr. Young stated that all of the data would be permitted to be exported.

The Operations Committee Meeting was adjourned at 8:48 P.M.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Michael Taylor".

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