

*SHALER AREA SCHOOL DISTRICT
Committee of the Whole Meeting
March 11, 2020 – Administration Building
Minutes*

The Board of School Directors of the Shaler Area School District held a Committee of the Whole Meeting on Wednesday, March 11, 2020, at the Shaler Area Administration Building, Glenshaw, PA, with Mr. James Tunstall, School Board President, presiding. This meeting began at 7:33 p.m.

Board Members Present: Mrs. Suzanna Donahue
 Mr. James Fisher
 Mr. Tim Gapsky
 Mr. Jason Machajewski
 Mrs. Eileen Phillips
 Mr. Steve Romac
 Mr. James Tunstall

Not Present: Dr. April Kwiatkowski
 Mrs. Jeanne Petrovich

Others Present: Mr. Sean Aiken, Superintendent
 Dr. Bryan O’Black, Assistant Superintendent
 Ms. Sherri Ludwig, Director of Business Affairs
 Mr. Matt Hoffman, Solicitor

Notice of this meeting was posted as required.

- Mr. James Tunstall called the meeting to order at 7:33 p.m.
- Kim Cassidy, regional manager for The Nutrition Group, shared the 2020-2021 budget for the district. She said that meal counts are up because the staff is in a good place and expects profits of about \$90,000 for the year. Last year, The Nutrition Group guaranteed \$60,000, and there were questions about if it would be possible with one food service director. Ms. Cassidy said it proved challenging so they added an assistant on an hourly wage. The large profit came in part because they were very short staffed this year, and they are hoping to have a better year with staffing next year. The budget for next year is based on the actual numbers for this August through January with an increase of 2 to 3 percent participation. Ms. Cassidy said The Nutrition Group is doing more special functions for the buildings, but at the same time, they lost the Adelphoi program which took about \$8,000 from the program. Ms. Cassidy said they are projecting a break even with a guaranteed profit of \$14,000. Mr. Aiken asked about the serving capabilities if school needs to close due to the coronavirus pandemic. Ms. Cassidy said they will work with the district to find a solution to provide meals. She acknowledged some challenges, but said they would be dedicated to feeding the students. She said on a day-to-day basis, The Nutrition Group employees have received additional training on cleaning the facilities, and all kitchens are cleaned each morning and at the end of the day. Mr. Tunstall thanked The Nutrition Group for their efforts. Mr. Aiken said there were some concerns expressed at a recent District Parent Council meeting regarding what is offered for breakfast, specifically doughnuts. Ms. Cassidy said they have to follow USDA requirements and the doughnuts the cafeterias are serving are different than a store-bought doughnut. Sue Cook, food service director, said they are very good at disguising the healthy food or with naming food items. Ms. Cassidy pointed out that Shaler Area passed the review last year with flying colors. Mrs. Donahue expressed concern about so many food items being mostly carbohydrates. Ms. Cassidy said protein is now considered an extra at breakfast. She also said that the students prefer the grab-and-go items because they are quick.

Dr. O’Black then announced the following Educational Items:

<u>ITEM</u> #	<u>EDUCATION ITEMS RECOMMENDED FOR APPROVAL</u>	<u>SUP</u> #	<u>ACTION</u> <u>TAKEN</u>
A.1	Approve an adjudication of Student #1 for the 2019-20 school year.	Board Only	_____
A.2	Approve an adjudication of Student #2 for the 2019-20 school year.	Board Only	_____
A.3	Approve an adjudication of Student #3 for the 2019-20 school year.	Board Only	_____
A.4	Approve the dates of Extended School Year (ESY) for Summer 2020: July 7 to July 31, 2020 – Monday thru Thursday 9:00 to 12:00 daily.		_____
A.5	Approve the first reading of the following new policy: a. Policy No. 828 - Fraud	A.5	_____
A.6	Approve the first reading of the following revised policy: a. Policy No. 913 – Non-School Organizations/Groups/Individuals	A.6	_____
A.7	Approve the second reading of the following revised policies: a. Policy No. 012 – Principles for Governance & Leadership b. Policy No. 220 – Student Expression/Distribution & Posting of Materials c. Policy No. 251 – Homeless Students	A.7	_____
A.8	Approve the following out-of-state travel: a. Girls Varsity Softball Team – Travel to Warren, Ohio – April 18 & 19, 2020 to participate in the Howland High School tournament. Cost approximately \$950 to be paid for by Softball Boosters. No additional cost to the district.	A.8	_____

➤ Dr. O’Black said Items A.1 to A.3 will be combined for the voting meeting. And based on Mr. Hoffman’s recommendation, the board reserves the right to rescind the approval of Item A.8 based on health concerns.

Dr. O’Black then announced the following Information Items.

Information Items:

1. Student Representatives – Gabriella Mizera and Zoe Babbit were not present. Mr. Aiken said they were both involved in “Shrek the Musical” at the high school which opened the previous weekend. Dr. O’Black said the students did an amazing job and are extremely talented. The reserved seats are sold out, but there are still general admission tickets available. Mr. Aiken said the last weekend of the performance usually sells out.

2. SAEF Foundation – Mr. Romac said the Taste of Shaler Area will be March 21. There are 10 food vendors and multiples raffles. There are tickets still available and can be purchased at Central Office and available at will call at the event. The Foundation is starting to sell out tables. Mr. Aiken also thanked The Nutrition Group for being a vendor for the fourth year.

Dr. O’Black then announced the following Discussion Item.

Discussion Item:

1. Titan Head Logo Policy – Mr. Aiken said the board met and discussed the Titan Head Logo policy. Since then, Mr. Aiken, Dr. O’Black, and Ms. Bethany Baker, communications specialist, have been working on rewriting the policy and will have a draft available for review in the coming weeks. He said the goal is to have readings on the policy in April/May or May/June.

Ms. Ludwig then announced the following Finance Items:

<u>ITEM</u> #	<u>FINANCE & OPERATION ITEMS RECOMMENDED FOR APPROVAL</u>	<u>SUP.</u> #	<u>ACTION</u> <u>TAKEN</u>
C.1	APPROVE FUND PROFILES:		
	A. General Fund – Schedule of Bills and Addendum	C.1A	_____
	B. Cafeteria Fund – Schedule of Bills	C.1B	_____
	C. Bond Proceeds – Schedule of Bills	C.1C	_____
	D Year-to-Date Financial Reports	C.1D	_____
	E. Budget Transfers	C.1E	_____
	F. Fund Profiles and Investments	C.1F	_____
C.2	Cafeteria Operating Statement	C.2	_____
C.3	Approve the proposed 2020-21 Allegheny Intermediate Unit Program of Services Budget in the amount of \$2,202,973. The Allegheny County (AIU3) school districts’ total contribution to the budget is \$1,811,545. The Shaler Area School District contribution to the Program of Services Budget is estimated to be \$60,117 and will be determined by PDE according to District Aid Ratio and Weighted Average Daily Membership (WADM).	C.3	_____
C.4	Approve additional ABC Transit Personnel.	C.4	_____
C.5	Approve an additional bus stop.	C.5	_____
C.6	Approve contract with Fourth River Development for the sale of the real property formally known as “Jeffery Primary School” located at 201 Wetzel Road, Glenshaw, PA. <i>(Pending Solicitor Approval)</i>	C.6	_____

C.7	Approval of the Pennsylvania Department of Education’s Division of Food and Nutrition Annual Food Service Management Company (FSMC) renewal year contract with The Nutrition Group to provide the operation of the food service program for the District. Approval of the Nutrition Group’s budget which includes a breakeven amount.	C.7
C.8	Approve the Energy Services Contract (ESCo) with The Efficiency Network, Inc. (TEN) for the energy auditing, engineering, procurement, construction management, installation, construction, training, monitoring and verification, and maintenance and operations (collectively, “Services”) of District agreed upon projects. <i>(Pending Solicitor Approval)</i>	C.8
C.9	Approve the nominated Northern Region School Board Director to serve as the School Board Trustee on the Allegheny County Schools Health Insurance Consortium (ACSHIC) for a two-year period effective March 31, 2020.	C.9

- Ms. Ludwig said Item C.3 is exactly the same as the previous year with no increases and Item C.7 will be updated to reflect a \$14,000 guarantee.
- Mr. Romac asked for clarification on Item C.1a, specifically the large payments to J&T Tire. He said he wants to make sure the district is not throwing money at vehicles that are at the end of their life. He also asked if there are requirements for district employees when they are renting vehicles. Ms. Ludwig said the district does have requirements on insurance and fuel cost, but there are no requirements on the size of the vehicle.
- Mrs. Donahue asked who the nominee was for Item C.9. Ms. Ludwig said it was someone from Butler, and he was the nominated trustee. She explained that the following week the board will receive a ballot in their packages that they will fill out.
- Mr. Gapsky asked if the board will vote on the individual projects in Item C.8 or on the project as a whole. Ms. Ludwig said all jobs will be part of the project, so all jobs will be approved at the same time. Mr. Gapsky asked if a project could be removed after approval. Mr. Hoffman said he would have to look at the contract, but the decision on the projects should be made before the vote. Mr. Gapsky said he is concerned with the costs of gym A and gym B air conditioning. He said he believes there is a better use of the money. Mrs. Donahue said she agrees and questions the validity of putting air conditioning in both gyms when there are schools without air conditioning and doors that do not close. Mr. Romac said estimates for the projects are all over the place. He said he is in support of air conditioning gym A but isn’t sure if both gyms are a necessity. Mr. Romac said air conditioning the main gym impacts the students, team, and spectators. Mr. Aiken said Mr. Gapsky presented a fair concern and if the district chooses not to install air conditioning in gym A, the district should consider moving any varsity sport in gym A to Scott Primary or somewhere else. He added that Clint Rauscher, athletic director, does not believe that Scott Primary is a large enough facility for some of the larger events but it would usually be sufficient. Additional discussion occurred. Mr. Aiken said the district’s bond is \$15.4 million and so the board needs to be careful. He said most high schools run air conditioning in their gyms, even through the winter, to control humidity. Mr. Tunstall said if the board is going to approve Item C.8 the next week, they will need to decide on the list of projects.
- Mrs. Phillips asked why Item C.5 specified walkers only. Dr. O’Black said the change is for the bus stop that was originally at the fire hall, and one of the conditions of the proposed new bus stop by the Millvale Police is that students must walk home from the bus stop because there is not enough room for parents to park and pick up their students.

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- Tunstall then invited the board to speak on any other business.
 - Mr. Aiken reminded the board the next week's meeting would take place at A.W. Beattie. Mr. Fisher added a recommendation to dress warmly.
 - Mr. Gapsky said he would like to discuss air conditioning at the high school. He said if air conditioning gym A is a safety issue then gym B is not. While he said he doesn't agree that gym A is a safety issue, he is better able to justify the one gym.
 - Mrs. Donahue asked if there was any cost estimate to add air conditioning to the middle school. Mr. Fisher said the last estimate years ago was \$1.5 million. Mr. Aiken said there was some discussion years ago and the rough estimate to add air conditioning to all buildings in the district without it would be \$10-12 million. The elementary school was most expensive because of the size of the building and the ventilators. The middle school would be easier, and Burchfield would be expensive because it's a big school.
 - Mr. Romac asked if it would be worth the district's time to have TEN look at cooling all buildings to see if they had any viable solutions without spending millions of dollars.
 - Mr. Fisher said at one time the district looked at zoning for the middle school and it was \$8 million so they didn't put it in.
 - Mr. Aiken confirmed that the board wanted to remove gym B air conditioning from the project list. Mr. Aiken said the wrestling room is a question of air quality and concern of mold. He said with the way the HVAC is laid out, the wrestling room would be the easiest to cool.
 - Mr. Tunstall said there was a question about the boiler at Burchfield. Mr. Fisher said he does not have an issue with replacing one boiler at Burchfield and keeping one or putting two new boilers and keep the older two as backup. Additional discussion occurred.
 - Mr. Romac said he was in favor of removing gym B and hoped the district would see some savings from some of the other projects.
 - Mr. Fisher asked if TEN could look at the Marzolf walls and windows.
 - Mrs. Donahue announced a meet and greet event at Burchfield.

- Mr. Tunstall then recognized the public to speak on any other items:
 - There was none.

After no further items were presented, final adjournment occurred at 8:41 p.m.

Respectfully submitted,

Bethany Baker
Assistant Board Secretary